



Selectmen's Workshop
Tuesday, December 13, 2021
8:30 am

Board: R. Gil Rand, Charyl Reardon, Scott Rice

Staff: Judy Welch, Kevin Millar

Zoom Participants: Bill Waterhouse

Call to order

Charyl called the meeting to order at 8:34am.

Review, Approve, & Sign Dispatching Agreement with the Town of Lincoln

Scott motioned to approve and sign the Memorandum of Agreement for Dispatching as prepared by the Town of Lincoln. Gil seconded the motion, and the vote was affirmative.

Review, Approve, & Sign Inter-Municipal Agreement for Regional Prosecutor

Scott motioned to approve and sign the Inter-Municipal Agreement for a Regional Prosecutor as prepared by the Town of Campton. Gil seconded the motion, and the vote was affirmative.

Review & Approve Budgets

4210 Police Department: Scott motioned to approve the revised budget as presented. Gil seconded the motion, and the vote was affirmative.

Charyl motioned to allow vinyl wrapping of cruisers. Scott seconded the motion, and the vote was affirmative.

Gil motioned to allow the police department to hold on to the Ford Explorer until it became a liability. Gil noted that Board is not authorizing another cruiser, and the Explorer should not be added to the rotation/maintenance schedule. Gil stated when it starts to cost the Town money; it needs to go to auction. Scott seconded the motion, and the vote was affirmative.

4290 Emergency Management: Scott motioned to approve the budget as presented. Gil seconded the motion, and the vote was affirmative.

4155 Personnel Administration: Scott motioned to approve the budget as presented. Gil seconded the motion, and the vote was affirmative.

4326 Sewer Department: Scott motioned to approve the revised budget as presented. Gil seconded the motion, and the vote was affirmative.

Approve/Final Budget Worksheet

Scott motioned to approve the final budget as presented. Gil seconded the motion, and the vote was affirmative.

Annual review and approval of policies

Capital Assets

The Board reviewed the existing Capital Assets and Depreciation Policy. Charyl motioned to readopt the Capital Assets and Depreciation Policy without amendments. Scott seconded the motion and the vote was affirmative.

Credit Card Policy

The Board reviewed the existing Employee Credit Card Policy. Charyl motioned to readopt the Employee Credit Card Policy without amendments. Scott seconded the motion, and the vote was affirmative.

Code of Ethics Policy

The Board reviewed the existing Code of Ethics Policy. Charyl motioned to readopt the Code of Ethics Policy without amendments. Scott seconded the motion, and the vote was affirmative.

Financial Management Plan

The Board reviewed the existing Financial Management Plan. Charyl motioned to readopt the Financial Management Plan without amendments. Scott seconded the motion, and the vote was affirmative.

Fund Balance Policy

The Board reviewed the existing Fund Balance Policy. Charyl motioned to readopt the Fund Balance Policy without amendments. Scott seconded the motion, and the vote was affirmative.

Investment Policy

The Board reviewed the existing Investment Policy. Charyl motioned to readopt the Investment Policy without amendments. Scott seconded the motion, and the vote was affirmative.

Purchasing Policy

The Board reviewed the existing Purchasing Policy. Gil suggested adding, ***"If the bidder chooses to utilize a subcontractor, the subcontractor shall be outlined in the submitted bid, and the subcontractor must comply with the same criteria as the bidder."*** to paragraph two of IV: Charyl motioned to readopt the Purchasing Policy with Gil's suggested amendment and sign in the office. Scott seconded the motion, and the vote was affirmative.

December 14th Selectmen's Meeting/Cancel?

Charyl motioned to cancel the meeting scheduled for December 14th and reconvene after the new year. Scott seconded the motion, and the vote was affirmative.

Adjournment

Scott motioned to adjourn the workshop at 9:40. Gil seconded the motion, and the vote was affirmative.

The public was able to participate remotely over Zoom by going to www.zoom.us, using the Zoom App on a cellphone, or on a **landline calling 1-646-558-8656 Password: 003948** and entering **Meeting ID: 935 0216 8673 Password: 003948**. If the public were unable to access the meeting, they were asked to call 603-348-8752 for assistance.

Those wishing to hear the recording of the whole meeting may access by using this link:
<https://www.youtube.com/channel/UCxMH7OFC8H3KqBhYHsBr53g>


Charyl Reardon, Chairman

January 11, 2022
Date


Scott Rice

R. Gil Rand

