

Voted and approved 09-07-2010

BOARD OF SELECTMEN'S MEETING  
Thursday, August 5, 2010  
7:15 PM at Town Hall Meeting Room

**Present:** Jess Dods, Chairman  
Douglas Blanchard, Vice  
David McDougall  
Ann Roy

**Absent:** Michael Phelan

**Also Present:** Diana Schindler, Town Administrator

**PLEDGE OF ALLEGIANCE**

Call to Order

**SCHEDULED APPOINTMENTS**

**7:15 P.M JOINT MEETING WITH CAPITAL IMPROVEMENT COMMITTEE, FINANCE COMMITTEE AND DAVID SILVERNAIL POLICE CHIEF**

Chairman Dods stated this is in regards to the changes that were made to the capital budget for FY11, which that process took place Jan-Feb at the Select board meeting with the Finance Committee and received input from the CIC in terms of spreadsheet. From what we understand there were capital items that were deleted from spreadsheets. It occurred indirectly from joint meeting with finance and select board had, they reviewed the spreadsheets and there has been concern that people have not been notified with respect the capital items that have been removed from the budget. The Select Board and Finance Committee are in charge with preparing the budget to town meeting. Chairman Dods stated they would like to review what happened in process:

Chief Silvernail stated they are here b/c back in May 4<sup>th</sup> the Select board finalized the articles for Annual Town Meeting. On May 5<sup>th</sup> as Constable he receives the warrant to post and at that time he noticed the cruiser, which was and had been on the capital improvement plan for the last couple of years, was not on the annual town meeting warrant.

On May 11<sup>th</sup> he attended the Select board meeting and spoke with them to inquire what happened to the cruiser and up until the posting the warrant he was under the impression that they were going forward with funding of the cruiser on the capital plan. No one notified him, discussed with him, or advised or gave the opportunity to discuss the department's needs in so far as cruiser replacement. He read it on the Annual Town Meeting Warrant. He asked the Select Board and the Town Administrator. He stated Ms. Schindler said the Capital Improvement Committee took the car off the spreadsheet. He asked further questions and Chairman Dods confirmed it was the CIC. After that he asked each member of the CIC to ask them about any of the discussions they had to remove the cruiser from the spreadsheet. Everyone had the same recollection that no time they had discussed about removing the cruiser, they did recall having a discussion about removing the speed trailer, but no one had recalled having discussion about removing the cruiser.

Chief further stated he had a discussion with Bruce Coombs asking who physically would take the cruiser off the spreadsheet, who would make that change. Mr. Coombs stated to Chief Silvernail that Ms. Schindler is the keeper of the spreadsheet; she has the program on her computer. No one on the CIC makes the changes. Chief stated he learned that the CIC will generate minutes and if

Diana is not there they will be forwarded to her and she will make changes accordingly or if she attended the meeting she will take what she learned back and what was approved and make the changes.

Chief Silvernail stated ever since early May he has been trying to get a legitimate answer as to what happened to the cruiser article and he has been met with some level of finger pointing. He attended a number of select board meetings and has asked what happened to it, why was it taken off, why was he not notified, why wasn't he given an opportunity to represent the needs of the dept. End the end of June he asked once and for all who took it off and why which is why we are here today at this meeting.

Ms. LaBombard stated at the April 5, 2010 Select Board meeting the Finance Committee met jointly and he (Chief) and Mr. Cauley were at the meeting and the discussion was how to save \$100,000. She made a recommendation not to fund the capital improvement plan this year thru the stabilization fund; they just eliminate all funding for it. She turned around and told him it would effect you, by not funding that meant, whatever you had on here your request was going to be eliminated the BoS discussed it and they recommended not funding the stabilization fund. Chief stated at that meeting your recommendation that was made, it was in lieu of funding town employee raises. Ms. LaBombard stated she doesn't have the authority and she didn't recall that. Chief stated it was part of the discussion; they were talking about certain capital items being overlooked for a year in lieu of giving raises. Two weeks later the BoS met and decided not to give raises. During that discussion that she refereed to someone turned to him and said that means you won't get your cruiser, his response to that was he understands he valued employees over equipment. But again the understanding was contingent upon going towards employees raises.

That was, in his opinion a done deal, at that meeting contingent upon raises being allocated for raises. He was never given and opportunity to talk about it. Ms. LaBombard stated everything was taken off. Ms. Schindler stated not everything. Ms. LaBombard stated everything that is funded thru the stabilization fund. Chief asked the Finance Committee's suggestion about taking \$100,000 of the capital plan, the BoS decided to go along with that that was the elimination of the cruiser. She said yes. No money was funded from the stabilization. Ms. Schindler stated the CIC never had discussion on it. Ms. LaBombard stated they did. Ms. Schindler stated they voted on it on the first of April, the only thing they recommended not to be on there was the speed trailer and other thing they look at on the list that would be eliminated. It was a recommendation made to the BoS they discussed it and that was done.

Selectwoman Roy stated they talked about furlough and lay offs personnel. Chief stated the Finance Committee talked about wanting to give employee raises if they could.

Chief Silvernail stated historically the departments would have a chance to review the warrants for town meetings and this did not happen.

Selectman McDougall & Selectman Blanchard apologized on behalf of themselves and for the board, for an honest mistake. They agree and they take the blame.

Chief Silvernail stated this falls in line with the concerns that are being raised by department heads about not being kept in the loop about what's going on whether it is from the CIC, Town Administrator, and Select Board he feels he should of received a clear notice, your items are gone.

Gary Swanson stated when you are referring to the spreadsheet, these percentages increases did that include the school. Selectman McDougall stated he is not sure. Mr. Blanchette stated the

Norris school line item was lower from this year to last year. You would have to see the school committee budget to see each individual line item. Selectman McDougall stated Mike Phelan summed it up we didn't have the legal authority to make the school not give raises but have the moral authority

The three committees discussed amongst themselves the process and procedures of preparation the budget, discussion how boards have become complacent since we have had the town administrative service, an number of committees whether it is the BoS, Finance Committee, or Capital Improvement Committee, to a greater extent then they should, b/c Town Administrator provides a service, where they should dig deeper and not totally rely on the administrative staff. Chairman Dods stated he supports that statement, he has seen that in the select board and other boards.

Chairman Dods stated they will work closer with the Finance Committee to get policies in place before the next budget discussion. Selectman McDougall stated you need not to personalize criticism. Selectwoman Roy asked maybe there should be a summary after the select board meeting.

Chief Silvernail commented on the road that took to get there tonight, he initially asked this question on May 11th it is unfortunate it took this long to result. He hopes with better communication keeping dept heads informed of all changes of what is being done with their budgets should be followed thru on. It goes back with discussion with lack of communications. If the Town Administrator who is the liaison to the board and dept head does not relay message how are they to know what is going on.

There are several forms of communication of what is presented and what is understood. Selectwoman Roy stated there are three dept heads that walked away form the meeting with different understanding.

Chief Silvernail asked what they plan on doing replacing the cruiser. The cruiser he would have replaced had that gone thru has over 120,000 miles on it. That car needs repairs if they don't consider replacing a car this year they will have two cars next year with high miles on it. There was a question whether the ambulance fund could be used. Chief stated he understands no that fund is for pay off the ambulances.

Selectman Blanchard stated he suggested give the employees an IOU, in writing that they will be taken care of. People like the select board complete the terms and they leave and they forget the employees do not forget b/c they did not get the raise.

**I. TOWN ADMINISTRATOR'S REPORT**

See attached-Nothing at this time

**II. BOARD OF SELECTMEN UPDATES**

Upcoming Events/Meetings

- Select Board August 10<sup>th</sup> & 24<sup>th</sup> , September 7<sup>th</sup> & September 21<sup>st</sup>
- August 10<sup>th</sup> is department head meeting
- September 7<sup>th</sup> is an all boards meeting

**III. OLD BUSINESS**

Nothing at this time

**IV. NEW BUSINESS**

Nothing at this time

**V. OTHER CORRESPONDENCE AND SIGNATURES**

Conservation Commission Appointment

**MOTION:** To appoint Charlie McDonald to the Conservation Commission, and to back date the appointment if possible. (MCDOUGALL, BLANCHARD)

Voted and approved 4-0

One Day Permit

**MOTION:** To approve the One Day Beer and Wine Permit for name at Conant Park on Date. (BLANCHARD, MCDOUGALL)

Voted and approved 4-0

**VI. MINUTES OF MEETINGS, APPROVAL & SIGNATURES**

Nothing at this time

**VII. OPEN TIME FOR PUBLIC**

Having no further business, the meeting was adjourned at 0:00 P.M.

Respectfully submitted  
Regina Shea-Sullivan  
Administrative Assistant

Not recorded on channel 5-