



BOARD OF SELECTMEN  
MEETING MINUTES  
November 1, 2023

**Present:** Marybeth Quill, Chairman, Karl Pruter, Vice Chairman, Bob Hamilton, Selectman, Lori Rautiola, Town Administrator, Members of the public.

The meeting was called to order at 6:00 p.m. with the pledge of Allegiance.

**Selectmen's Announcements:** Bob mentioned the P.O.O.R. meat raffle was this Saturday, November 4, 2023, at 2 p.m. at the Jaffrey VFW. Karl mentioned the Trunk or Treat on October 27, 2023 was a huge success.

**Consent Agenda:** Karl made a motion to accept Payroll & Accounts Payable for 11.01.2023, Marybeth seconded the motion and it passed 3-0. The 10.25.2023 meeting minutes were tabled.

**Old Business:**

ARPA Updates:

- Bob mentioned Higher Design has been working on a septic design and DPW Director Mike Cloutier was working on getting bids for the installation of a septic system at the Meeting House. Bob mentioned Rick should work to get a quote and contract in place for the SCBA contract for the Fire Dept.

**Joint Session/Budget Advisory Committee**

Tax Collector Budget Proposal: Tax Collector Andrea mentioned the hourly wage for the Deputy Tax Collector 2023 budget was a higher amount as she did not use the deputy as much as the Town Clerk (only 3 hours a week). Andrea requested to have that cut to \$3,000 based on 3 hrs. per week, 156 hours a year. Andrea requested a 6% increase in her salary, which would bring her to where her predecessor made when she retired. The Dues and Subscriptions line was at \$75.00 and requested an increase to \$120.

Library Budget Proposal: Donna Straitiff, Library Director stated there are three lines that are increasing, telephone from \$1800.00 to \$1920.00. Service contracts: Bywater Solutions \$2100, Spaulding Hill, \$4380, Xerox \$1220. Donna mentioned the need for new computers, stating all of the computers are outdated and are 7 years old. The Library has an unrestricted fund that

has approximately \$17,000 in it. Roberta suggested using those funds for the purchase of new computers. There was a donation given by Millipore in the amount of \$10,000, there is \$4000, left over in the unrestricted account. Bob asked how many computers were currently at the library Donna stated seven, two for the public, and five for staff use. Computer prices range from \$1600 to \$1700 per computer. Karl suggested purchasing 1 computer per year and they are trying to keep up an eight year rotation.

Planning Board Budget Proposal: The operating budget will remain flat except Contract Services was decreased by \$21,000. The wages line is increased to \$90,000 which includes the part time secretary, and a part time planning director. It was mentioned the Planning Director position needs to be filled as soon as possible.

Parks and Playgrounds & Cemeteries: There is slight increase there because Mike is having a hard time finding people to work for \$12 - \$13 dollars an hour. The maintenance for the Tetrault Park. Marybeth and Bob mentioned the town never agreed to maintain the Park and felt the maintenance on that should be handled by the Rec. Dept.

Highway Dept. #5629 Parts and Supplies, Mike requested an increase from \$26,225 to \$31,000. #5433- Equipment and Repair Services asking to increase from \$11,000 to \$14,000. This line was over spent by quite a bit this past year. #5636- Mike mentioned diesel last year was budgeted at \$48,000 and recommended a decrease to \$45,000.

Solid Waste Water & Street Lights: Street lights budget remains flat at \$6,000.

#### **New Business:**

- 2024 COLA Rate- projected at 2.5%, no vote was taken.
- Community Power Sub-Committee- Lori is going to send out an email to all the volunteers. There is currently 7 people interested in joining the Committee.

#### **Informational Items/ Communications & Updates:**

- Discussion on School Budget Advisory Committee Members: The SAU asked if any members of the public are interested in serving on the School Budget Advisory Committee. Lori will inquire as to when and how often the committee meets.
- Discussion on Cemetery Fund Account-Perpetual Care: Bob requested a motion so that the Town Council could go to Superior Court to get cemetery funds released. Marybeth seconded the motion it passed 3-0. Lori will follow up so that this moves forward.

**Any Other official Business to come before the Board:** Bob asked Lori to follow up with the new Community Power Committee to get more details to move forward with it.

The meeting Adjourned at 8:58 p.m.

Respectfully submitted,

Betsy Lambert  
Executive Secretary