

Town of Cornish
Selectmen's Meeting Minutes
Monday December 3, 2102

Present: John Hammond, Merilynn Bourne

Absent: Larry Dingee

1. The Selectmen reviewed the mail and invoices and signed checks.
2. Merilynn moved to approve the minutes of November 30, 2012 as presented. John seconded the motion. The vote was in the affirmative and unanimous.
3. Kyle Witty met with Selectmen. He is now driving the Highway Department's new one-ton. The Selectmen inspected the truck and were pleased with its appearance. Kyle reported that he has not had time to "scout out" potential gravel sites but he will see if he can find time this week.
4. Selectmen called Karen Gillock, co-chair of the 250th Celebration Committee regarding the "Memorandum of Agreement" between the 250th book committee and Cornish Meeting House Committee. Selectmen explained that they were not comfortable signing a document as town representatives when the town office was really not involved in the arrangement between these two committees. Merilynn suggested it might also be advisable to change the term "Agreement" to "Understanding". Karen agreed and stated that there will be a 250th committee meeting tomorrow night. She will bring the subject up and get back to the Selectmen. The Selectmen thanked her for her assistance.

Adjourned, 8:15pm

Respectfully submitted,

Merilynn Bourne, Selectwoman

Town of Cornish
Selectmen's Meeting Minutes
Friday December 7, 2102 2:00pm

Present: John Hammond, Larry Dingee, Merilynn Bourne

1. The Selectmen reviewed the mail and invoices.
2. Mary reported that John would be late.
3. Reyer Jaarsma called to ask which power company owns the lines behind Mr. Ivanov's home. The logger for Ivanov has dropped a tree on a guy wire to one of the high tensions towers. Reyer would like to notify the appropriate company.
4. Bill Fitts met with Selectmen to report that the stove hood and suppressant system in the town hall passed the installer's inspection this morning and is now certified to go.
5. Merilynn moved to accept the minutes of December 3, 2012 as presented. John seconded the motion. Merilynn voted "Aye"; John voted "Aye; Larry "abstains" as he was not present.
6. Selectmen called Chad Simino regarding his request for a letter from the Selectmen stating that he was out of the floodplain. A message was left telling him he would need a surveyor to make that determination.
7. Selectmen called Colleen O'Neil to discuss the "Agreement" between the 250th Celebration subcommittee and the Meeting House committee regarding the printing and sales of a planned update for the town history. Colleen explained that the language was still being crafted. She would like the language to be clear regarding the expense for the initial printing. The town and the Meeting House committee will not be responsible for that expense. The selectmen asked for a meeting of all signers prior to any signing. Colleen will arrange the meeting. There followed a conversation about the replacement of the stove in the town hall.

Meeting adjourned 4:00pm

Respectfully submitted,

Merilynn Bourne, Selectwoman

Town of Cornish
Selectmen's Meeting Minutes
Monday December 10, 2102 6:30pm

Present: John Hammond, Merilynn Bourne, Larry Dingee

1. The Selectmen reviewed the mail and invoices and signed checks.
2. Merilynn reported on three Grant Awards from the James Tasker Covered Bridge Fund in support of the 250th Anniversary Celebration (summer picnic), \$500; in support of paint and painting supplies for the Cornish Meeting House, \$500; and in support of the publication of the 250th Cornish History book, \$1,000.00. These awards came through the New Hampshire Charitable Foundation, Upper Valley Region. Letters of acknowledgement and appreciation will be sent by the Selectmen on behalf of the town.
3. Kyle Witty met with Selectmen to catch up on department business. Kyle asked about selling two trailers that might be worth \$500 each. The Selectmen will check with the town attorney to see what the requirements are. There was a discussion about advertising the cemetery truck and old Engine One for sale in the next week.
4. Heidi Jaarsma met with Selectmen to provide and update on the funding of the 250th Anniversary Committee and the license plate. She asked our opinion regarding the recommended price for the plates. It is \$20.00. John and Merilynn stated they felt the price was fair. The object is to raise money for the big celebrations in January and June.
5. Ann Heir met with Selectmen to ask about an article for a new stove in the Town Hall. The Selectmen explained that a new stove is already in the works via a donation.
6. Doug Hackett met with Selectmen to provide and update from his department. He and Cory have been very busy in the past few weeks. Doug reports that both vehicles are all set for winter use. Doug reports that his budget will be in this Friday but it will not be complete. He is still waiting on bids for dispatching. Doug talked about grant monies for radios but stated that the town needs to have a completed Emergency Plan and department heads need to have taken the NIMS course, including Selectmen.
7. Jim Barker met with Selectmen to discuss the land easement on the Lipfert & Hammond properties and the need for the town to accept the second position relative to monitoring the easement. If the Upper Valley Land Trust were to go out of existence, Cornish will be responsible for the annual inspections and be responsible to enforce in the case of violations. Jim states that the Cornish Conservation Commission will do the annual inspections. The board is in agreement but would like to pass it by the town attorney first. Jim would like to close on the easement this Friday. Jim asked about the budget for the Conservation Commission.
8. Scott Reuthe met with Selectmen to ask about Capital Reserve money. Scott states he has spent about \$6,000 of the \$13,000 allocated from the Capital Reserve account. He would like to encumber the remaining funds. Scott was told he needed a purchase order entered into the system by the 31st of December. We also need a PO for the pagers. Scott has his budget but it is not ready to present. He was told there was still time. Scott asked about the Fire Department Capital Reserve Account...at the moment we are setting aside \$22,000 a year but with the increased cost of trucks, \$30,000 a year may be more appropriate. Scott reported that there are 4 department members who will head up the Explorers group for the Cornish Volunteer Fire Department. They will proceed with fulfilling the requirements.
9. Larry moved, seconded by John, to accept the grants awarded by the NH Charitable Foundation via the Tasker Fund. The vote was unanimous and in the affirmative.
10. Merilynn moved to approve the minutes of the December 7, 2012, Larry seconded; the vote was unanimous and in the affirmative.
11. Colleen O'Neil met with Selectmen to ask about a new stove for the Town Hall.

Meeting adjourned 8:30pm

Respectfully submitted,

Merilynn Bourne, Selectwoman

Town of Cornish
Selectmen's Meeting Minutes
Friday December 14, 2102 2:00pm

Present: John Hammond, Merilynn Bourne, Larry Dingee

1. The Selectmen reviewed mail and invoices.
2. Larry called to say he would be late.
3. Mary reported that a party was interested in viewing Trinity Church for a wedding next summer.
4. Kyle reported on a purchase order for 1 ½ inch crushed stone to smooth up some of the back roads that have softened up this week. The remainder of the delivery will be for stock piling for next year. Kyle has also received pricing for black top work next year. He's asked about a warrant article for black top work and would like to have the town consider a capital reserve account for paving.
5. John signed the letter of intent for the Hazardous Waste drop-offs for 2013.
6. Doug Hackett met with Selectmen to present his budget request for 2013. Doug explained the dispatch issue. Claremont has gone from \$29K to \$16K but the \$16K will go up to \$21K in three years. Doug has quotes from Hanover and New London. He is waiting for Newport. Doug will bring the board a spread sheet with all the options once he has all the quotes. Doug talked again about the need for NIMS certification for all department personnel. Doug will email the link for the basic on-line NIMS course. Doug reported that he would like to replace the Durango and not the Crown Vic. He will present this discussion at Town Meeting. Doug would rather keep the Crown Vic for as long as possible. The Durango is not as "body sound" as the Crown Vic.
7. Bill Fitts met with Selectmen to talk about the Town Hall kitchen. Bill mentioned there are two fusible links behind the stove hood. To ensure that they are not tripped, he recommends running the fan whenever the stove is used. Larry thinks the temperature would not get that hot that high during normal operation as there will not be a griddle. The hood installer told Bill that the fan should run whenever anyone is cooking. Bill suggests a mandatory policy. Bill has created a sign to mount by the stove instructing the users to run the fan when the stove is on. Selectmen approve. Bill was thanked for all his efforts in pulling this project together.
8. Selectmen discussed the email from Bernie Waugh. Attorney Waugh will be asked about scheduling a meeting at his office.
9. Jim Barker, Peg Merrens (Upper Valley Land Trust) and Bill and Jennifer Lipfert met with the Selectmen for the signing of the Conservation Easement on the Lipfert property. The town will be holding a back-up interest in the easement in the event Upper Valley Land Trust is ever dissolved. All signatory documents will be scanned and emailed to parties. Jim Barker expressed the town's deep appreciation for this gift to the town by the Lipferts. The town was provided with a copy of the baseline documentation. Peg stated she would send the town a digital copy of that document.
10. Selectmen discussed Dale Lawrence's request to get quotes for a project to refurbish the parking area by the Covered Bridge. Selectmen will invite her in, along with the Road Agent, to talk about the needs and the course of action.
11. Merilynn moved approval of the December 10, 2012 minutes as presented, seconded by John Hammond. The vote was in the affirmative and unanimous.
12. Selectmen discussed the grants recently received for the 250th purposes and Meeting House. Larry and John both feel that copies of the applications along with the award letters should be on file in the office. The Board will contact the respective groups to get a copy of the applications.

Meeting adjourned 5:00pm
Respectfully submitted,
Merilynn Bourne, Selectwoman

Town of Cornish
Selectmen's Meeting Minutes
Monday December 17, 2102 6:30pm

Present: John Hammond, Larry Dingee, Merilynn Bourne

1. The Selectmen reviewed mail and invoices and signed checks.
2. Kyle met with Selectmen. Larry asked about one of the sanding trucks that he saw off the road this morning. Kyle said there was no damage but it did need to be pulled out of the ditch. It missed the culvert so there was no culvert damage. Kyle mentioned that it might be a good idea to get more lights on the back of the sanders.
3. Scott Reuthe and Paul Whalen met with Selectmen to present the Fire Department's Budget Request for 2013. The group reviewed expenses to this point in time. It appears that the 2012 budget has been fully utilized. Merilynn commented that the request looked reasonable to her. The bill from SG Reeds for the automatic tire chains should be in next week. There was a discussion about the Explorer Group. Larry asked that copies of all paperwork, agreements with DWC and minutes of all meetings be kept with a copy in the Town vault. Scott asked if he was allowed to move old engine one to the Highway garage without a plate. John called Doug Hackett to ask him the question. Doug will call the DMV in the morning and report back to Mary.
4. Larry moved to approve the minutes of December 14, 2102, seconded by John. The vote was in the affirmative and unanimous.
5. There was a discussion about wage lines in the submitted budgets. John asked how we should proceed relative to wage increases. Should any increase be "across the board"? Merilynn suggested that each Selectman review municipal comparisons for wage and benefits in like-sized towns and also suggested reviewing the NH Employment & Wage report. Larry commented that a lot of people are not getting raises. Merilynn said she is seeing an average of 2-3 % wage increases in the private sector and added that we need to know how our compensation practices compare to similar towns before deciding if an increase is appropriate.

Meeting adjourned 8:30pm
Respectfully submitted,
Merilynn Bourne, Selectwoman

Town of Cornish
Selectmen's Meeting Minutes
Friday December 21, 2102 2:00pm

Present: John Hammond, Larry Dingee, Merilynn Bourne

1. Selectmen reviewed mail and signed invoices.
2. Diane Miller met with Selectmen for a building permit for an 18x12 outbuilding for storage and art studio. #387-12
3. Kyle Witty met with Selectmen. Kyle asked about a driveway permit for the Littlefield property. The permit was located in the file.
4. Larry moved to abate the timber tax for the cut done on town land, seconded by John Hammond. The vote was in the affirmative. An abatement letter will be sent to the Tax Collector.
5. Selectmen discussed a public meeting with Bernie Waugh for a Town wide legislative update. We would like to schedule for February 7, 2013.
6. George Edson called to ask about opening a new account for the Meeting House to handle revenue and expenditures from the sale of the new Town history book. The Meeting House Committee would keep the records for this account. He has already spoken with the Town Treasurer. This account would be audited annually. Larry moved to approve the opening of said account for the stated purpose, Merilynn seconded. The vote was in the affirmative and unanimous.

7. Selectmen discussed a Fire Department request for mileage reimbursement. Mary was asked to invite the Chief to the December 28th meeting to review the request.
8. At 3:00pm John Hammond opened and announced bids for the F250 and '85 C8000.
 - Raymond Gentle, Jr. bid: F250 \$3073
 - Jim T. Reuthe bid: '85 C8000 \$1161.51
 - Andrew Johnson bid: F250 \$578.68
'85 C8000 \$1256.55
 - Everett Cass bid: F250 \$851
 - Marco Leite bid: F250 \$1551.97
 - Dale Lawrence bid: '85 C8000 \$1650
 - Jim Borchert bid: '85 C8000 \$152
 - Kyle Witty bid: F250 \$1.00 over highest bidder reserving the right to forfeit his dollar if he did not want to purchase.

Raymond Gentle was awarded the F250 and Dale Lawrence was awarded the '85 C8000.

Raymond presented his check for \$3073 to the Town and John signed the title on behalf of the Town.

9. Merilynn left the meeting at 3:15pm.
10. Larry brought up discussion of his desire to have the office change the method of keeping Selectmen's minutes. Discussion followed about the idea of buying a Dictaphone and having Mary do the transcription which she said she is willing to try it. Selectmen will discuss it further when the whole Board is together.
11. Selectmen reviewed the salary line in the Recycle budget to figure out where it could have gone over. The Board of Selectmen will discuss it with Mary Ann McGrath about going forward and how many people are budgeted for.
12. Ruth Rollins came in to present a letter that had been sent to her about the Fire Chief's appointment. She expressed her opinion again how disappointed that a non-resident was appointed to that position.
13. Bill Fitts came in to turn in his hours. He brought up the idea if there was some way of window tag to identify residents for use of the recycle center and non-residents could be identified and charged a user fee.
14. Colleen came in to discuss her donation of two stoves at the Town Hall. She will coordinate with Bill Fitts for installation. The Town will pay costs for installation if money allows. Motion by Larry Dingee to reimburse Colleen O'Neill the amount up to \$1200 for the installation of two new stoves in the Town Hall. Seconded by John Hammond. Vote was in the affirmative. Colleen also requested for information about the 250th committee on the web site. She also inquired if the Board of Selectmen had sought help in administrating that site. She was told that as of now, the job was being done by Merilynn Bourne but that we would discuss it.
15. Dale Lawrence came in to pay for the fire truck; receive a bill of sale and the signed title. The Board authorized John Hammond to sign the documents for the Town.

Adjourned at 4:45pm

Sincerely,
Merilynn Bourne
Larry Dingee

Town of Cornish
Selectmen's Meeting Minutes
Friday December 28, 2012 2:00pm

Present: John Hammond, Merilynn Bourne

Absent: Larry Dingee

1. The Selectmen reviewed mail and invoices and signed pay checks.
2. John and Merilynn discussed payment for Paul Whalen's mileage request and Doug McGrath's hours at the Recycling Center. They agreed to pay the invoices but with a warning to the department heads about future overrides on mileage and wage.

3. Kyle Witty met with Selectmen. Kyle reports that Tom Spaulding, Sr. came into the garage to re-familiarize himself with the equipment. Tom will be working on a "call" basis.
4. Merilynn moved to accept the minutes of the December 21, 2012 as presented. John seconded, the vote was in the affirmative and unanimous.
5. Merilynn moved to accept the proposal for auditing services presented by Rowley and Associates, seconded by John Hammond. The vote was in the affirmative and unanimous.
6. Merilynn and John discussed Larry's request to have the Selectmen's meetings "voice recorded" and then transcribed by Mary. Merilynn and John feel it would not be an efficient use of Mary's time especially given that the minutes are edited and approved by all selectmen prior to being formalized. John suggested the possibility of a monthly rotation through the board. Merilynn is not opposed since Larry feels such a change is necessary.
7. Bill Fitts met with Selectmen to discuss the fire extinguisher for the Town Hall kitchen. Home Depot does not carry the "K" type required. Bill will need to order one from someone like Hampshire Fire. Selectmen agreed and asked him to place the order as soon as possible so the kitchen can be used in January.
8. Joan Baillargeon stopped in to pick up her commemorative license plate.

Meeting adjourned 4:00pm

Respectfully submitted,

Merilynn Bourne, Selectwoman