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**February 8, 2011
Staff Meeting**

Present: A. Richards, R. P. McGinnity, & A.A. Milkovits (C. Guiry DMD Ch. was late.)

Meeting opened at 6:30 PM.

Departments:

1. **Buildings, Parks, Cemeteries: Manager Wallace Brown:**
 - Budget: Okay
 - Personnel: Okay
 - Equipment: Buildings are okay except lights on back of Police Station and the back of the Town Hall fell off from the ice. They will be replaced. So far all roofs are okay and not in danger of collapse. Mr. Brown has been working on repairing the water damaged wall at the Police Station.
 - Mr. Brown will seek three bids to replace the burner at the Mann House.
2. **Building Inspection/Health: Building Inspector Kenneth Wilson:**
 - Budget: Okay
 - Personnel: Okay
 - Completion Certificate for new house.
 - He will be working with Susan Merritt, E-911 on house numbers and house locations throughout the Town this month.
3. **Police Department: Police Chief Barry Hutchins:**
 - Budget: Okay still many hours worked on on-going cases.
 - Personnel: Okay
 - Equipment: Chief will be asking for a new cruiser at Town Meeting. Chief will be contacting Monadnock Security re: their offer to install security cameras for free without any further obligation.
 - Chief would like to know status of Town's ROW to lot K-52. Town Counsel will be consulted on this matter.
 - Safety: Chief did a taser demonstration for the Police, Fire Departments and First Responders last week.
4. **Library: Librarian Susanne Wolpert:**
 - Budget: Okay
 - Personnel: Okay
 - Equipment: Re: WIFI use at Library – Mrs. Wolpert discussed the information on a separate DSL line and costs. It was decided that the Town tech adviser will be consulted on whether the Town Office's DSL line could be adapted for use by the Public and still keep the Town Office's information protected.
5. **Fire Department: Fire Chief David Baker:**
 - Budget: Okay
 - Personnel: one new EMT in class, still maintaining new volunteers. Planning on CPR class this month for Town Office employees. EMD Deputy- Richard Currier still available. No decision was made at this time. Chairman Guiry will contact EMD Jerry Bird for his health status.
 - Equipment: Fire Chief and Police Chief will be doing radio testing around various sites in Town.

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- Other: Electrical work still needs to be done at the Library per the Fire Chief's inspection.
- Town website: this will be a new line item in Selectmen's budget this year. Bob Hemmer will be creating the website. Discussion ensued on various links, etc. that could be done with the website. Mr. Hemmer will be invited to the next meeting to discuss this further.

6. Town Clerk/Tax Collector: TC/TX Susan Wagoner was absent.

All present were reminded to submit their annual reports for the Town Report by Monday or there would be a blank page in the Report.

Meeting adjourned at 7:25 PM.

*Bac Harr L. Thicketts
Admin. Assistant*