

**Approved
Staff Meeting
September 23, 2014**

Present: Select Chair Charlie Moser, Selectman Bernie O'Grady and Select Person Louise Lavoie
Fire Chief Dave Baker, Police Chief Barry Hutchins, Town Clerk/Tax Collector Deb Morrison,
Librarian Sue Wolpert, Building and
Grounds/Cemeteries Wally Brown, Bookkeeper Brenda Wiley; three citizens

I. Call to order at 6:30 PM

II. Future Staff Meetings

Will be as non-public sessions, tentatively scheduled for the fourth Tuesday at 6:00 PM;
One select person will be in attendance for each meeting.

III. Departmental Budget Reports

Received

IV. Department Head Reports

A. Fire Chief Dave Baker

Newly acquired forestry truck not registered due to State paperwork snafu.

Interesting, busy couple of weeks: successful use of AED device which saved a life;
Structure fire on Starch Mill Road; Red Cross stepped up to provide help for the

people;

Hollis Dispatch performed admirably during the fire.

One potential new fire fighter.

On Greenville Road, highway department covered graffiti with driveway sealer, but
didn't put down sand.

Minimum of three personal trucks were heavily damaged. Bookkeeper Brenda Wiley
to investigate whether town insurance will cover.

Highway signs not covered by insurance when had to be restored after graffiti
episode a few weeks ago.

Heating oil budget is tight.

B. Building and Grounds Wally Brown

Painting of sections of the Mann House will be finished this week; then police station and
town hall will be worked on.

Replacement of some clapboards under windows will
be done at town hall.

When deteriorating clapboards are replaced as needed, money is saved.

Septic tanks at five town buildings are due for three year cleaning.

Furnace in Mann House needs cleaning.

Estimates to be sought for roof on Old School House on Valley Road

Moss on Town Hall roof is a cosmetic, not structural problem. Projection of two to
three years before roof needs replacing. Land Conservation and Historic Preservation grants will be
investigated.

Wally Brown developed new work order forms.

Very small wedding will be held in the gazebo in December.

C. Police Chief Barry Hutchins

Technology budget line is over; will investigate reason.

Cruiser maintenance, bottom line will be fine at year's end.

Personnel: being addressed

Equipment: mobile wildlife cameras to be investigated.

Route 31 at state line is trouble spot for drug activity.

State is addressing issue of parking on only one side of route 124.

Simulation training was held in Brookline today.

Felony level assaults and domestic assaults have increased. Three recent domestic assaults.

D. Town Clerk/Tax Collector Deb Morrison

Deb Morrison and her assistant attended tax collector conference.

New procedures on owner reclaiming property after deeded for taxes. People in bankruptcy still responsible for tax debt.

Budget is fine.

Town Clerk needs copies of all swearing in papers for committees.

November 4 elections will be held 11:00 AM to 7:00 PM at the Town Hall.

E. Librarian Sue Wolpert:

Programs for story time

Nancy DeMarco, Mason author, will be leading October discussion at Book Club.

Ron Dube's newly published book on people in the Nashua area during the Korean War was donated to the Town Library.

F. Bookkeeper Brenda Wiley

New phones for Selectmen's office: \$159 for a corded and non-corded phone with two lines, one for voice and one for fax;

second set for Town Clerk/Tax Collector \$99. FairPoint voice mail is free.

Industrial shredder cost will be investigated by Brenda Wiley. Discount coupons can be used.

MS-4 is being worked on, which will establish the tax rate.

G. Highway Department from Bernie O'Grady, Liaison

Budget okay

Meeting adjourned at 7:28 PM.

Minutes respectfully submitted by

Barbara DeVore

Volunteer