Present: Chairman Matthew Frank, Vice Chairman William Winslow, Selectman Richard St. John, Selectman Achille Belanger, Selectman Raymond Laplante, Town Manager George Finch, Secretary Melissa St. John

Public:LRTV, 2 public

1. Pledge of Allegiance – Led by Chairman Frank

2. Meeting called to order at 7:00 p.m. by Chairman Frank

3. Public Participation (Non-Agenda Items)

4. Approval of Warrants #3 & #4

Motion to accept the Fiscal Year 2016/17 Financial Warrants #3 & #4 made by Selectman St. John, 2nd by Selectman Winslow. Approved 5-0.

5. Approval of minutes – July 14, 2016

Motion to accept the July 14, 2016 meeting minutes made by Selectman Laplante, 2nd by Selectman Belanger. Approved 4-0. Abstained Selectman Winslow absent.

6. Old Business
   a. Meeting schedule

Motion to make one meeting a month for 3 months to have a trial period made by Selectman St. John, 2nd by Selectman Laplante. Approved 3-2. Selectman Frank and Selectman Belanger voted against.

Motion to keep meetings to the 2nd Thursday made by Selectman Winslow, 2nd by Selectman Belanger. Approved 5-0.

7. New Business
   a. Carry forward on capital improvements, parking lot and fire station roof
Motion to carry forward the funds for capital improvements with the town office parking lot and the fire station roof, made by Selectman Winslow, 2nd by Selectman St. John. Approved 5-0.

8. Other Business  
   a. Thank you note

9. Manager’s Report

10. Public Works – I am pleased to note the great effort by the Public Works crew with thanks also to some good weather which allowed us to accomplish the tasks at hand and to exceed expectations on the Deer Hill Road project. There will be a few traffic issues when we begin the process of replacing culverts but we will do our best to accomplish the tasks timely and with notice to those who travel on Deer Hill Road.

11. Parks & Recreation – This has been a great summer for the youth camp as they pass the half-way part of their schedule. I do want to note also the increased activity at RADR Sports Complex has been amazing as they hosted about 50 games during the month of July. Thanks also to the Parks crew for their efforts in keeping all our parks in great shape this summer.

12. Bonding Options – With a full understanding Harrison does not usually borrow money I do believe an opportunity exist for the Town to make further headway in upgrading our roads if we were to ask the townspeople for authority to bond funds at the November election. The plan I would recommend would allow the Town to gain on the work we are doing by taking advantage of the lower prices available at this time for paving projects. The lower costs of oil have dropped pavement prices to a low that has not been seen in years and which is sure to increase in the future years. The savings of having more work done at the same time makes projects more favorable to contractors also. Combined the savings over a five-year time period would far exceed the small amount of interest on a municipal bond. The plan I would bring forward would be tax neutral as it would utilize half of the funds we currently raise to pay off the bond with the other half going towards additional work annually which would allow us to concentrate on 2nd and 3rd tier roads. I believe it is appropriate to at least go to the people with a project plan which I would put together if the Board is interested. If the voters of Harrison were to not support the plan that is fine but we should at least consider putting something forward.

The consensus of the board members is we should look into what would be involved and what the plan would be if we were to move forward with a bond on the ballot in November. The information will be gathered and be brought to a workshop on the 2nd Thursday in August.

13. Administration Update – Due to changes in the Fair Labor Standards Act signed into law by President Obama in May we are doing a thorough analysis of our current personnel policy to ensure we are in full compliance. This will also be part
of our audit process for record keeping and time management. I do not see any significant issues but do recognize there are clerical updates to job descriptions and personnel policy that are in order. The process has been ongoing since we attended a legal presentation on the topic last September and we plan to have our policies reviewed, revised and in place for your approval by the time the new rulings take effect in December.

14. **Assessor/Assessor Agent** – We have reached a point in the changing world of Assessing where I believe the time has come to build in an additional level of service. Currently John Wentworth is the Assessing Agent and the Board of Selectmen are also serve as the Board of Assessors. The Assessing Agent reviews assessing issues then schedules a meeting with the Board of Assessor to verify the changes he is recommending. For the most part assessing has become more complicated than most are aware thus making the current process more complex and time consuming. By changing to an Assessor and eliminating the Assessor Agent position we would eliminate the Board of Assessors and create a Board of Assessment Review. This allows for an additional local appeal of Assessor/Taxpayer issues prior to the need to utilize the County Board of Assessors option.

The Board has requested to bring forward the information to perhaps put this position forward to the towns people.

Paula Holt has submitted a letter of resignation after 21 years of being the recreation director effective August 26th. There is vacation time due her so her exact ending date has not been set yet but will be determined by the town manager after checking all the records.

The Board shared its sadness for Paula’s leaving and their sadness at accepting her resignation. She has taken a program that was part time and has created an amazing program for all ages.

15. Executive Session (if necessary)

16. Adjourn

Motion to adjourn at 7:42 p.m. made by Selectman Winslow, 2nd by Selectman St. John. Approved 5-0.

Respectfully submitted,

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Matthew Frank, Chairman

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Melissa St. John, Secretary