

Bethlehem Board of Selectmen

Meeting Minutes

Bethlehem Selectmen Office

May 12, 2014

Present: Chairperson Laleme, Selectman Culver, Selectman Glavac.

Chairperson Laleme opened the meeting at 5:30pm.

Selectman Culver moved to go into non-public session per RSA 91 A:3 II (a). Chairperson Laleme seconded. Chairperson Laleme did roll call with all members agreeing to go into non-public session.

The Board discussed police personnel. Chairperson Laleme moved to offer 50% buyout of contract for officer who gave notice and allow him to leave immediately. Selectman Glavac seconded. Carried 3-0.

At 6:00pm Chairperson Laleme moved to come out of non-public session. Selectman Glavac seconded. Carried 3-0.

Chief Ho-Sing-Loy came before the Board to discuss quotes for a new police cruiser. He obtained a quote for a Chevrolet Tahoe for \$41,796.00 with an interest rate of 6.84% to lease. The quote he previously discussed with the Board for a Ford explorer was \$32,350.00 with an interest rate of 6.5%. The Chief said the Ford lease has the non appropriation clause in it but he was waiting to find that out for the Chevrolet lease. Chairperson Laleme moved to order the Ford Crusier. Selectman Glavac seconded. Selectman Glavac asked if there is an option in the lease to buy it out early. Chief Ho-Sing-Loy said he didn't know. Carried 3-0.

Chief Ho-Sing-Loy said Jimmy Derrington donated sand and services to bring the sand to the firing range and the value of his donation is \$297.50. Chairperson Laleme moved to accept the donation of sand and services value at \$297.50. Selectman Culver seconded. Carried 3-0.

The Board discussed the bids for the sale properties. Chairperson Laleme said one bid was not received by the 3:00pm deadline and said she feels they have to stay with the parameters of what was advertised. Selectman Culver said you have to think of the hypothetical bidder scenario. Chairperson Laleme moved to not accept the bid for Map 206 Lot 14 because it didn't meet the bid submission guidelines. Selectman Culver seconded. Carried 3-0.

The Board opened the bids:

Map 202 Lot 40: There were no bids for this parcel.

Map 206 Lot 14: 1 bid was received and was not accepted due to incorrect submission.

Map 414 Lot 4: 1 bid was received from Bear Crossing for \$450.00. Selectman Glavac moved to accept the bid. Chairperson Laleme seconded. Carried 3-0.

Map 415 Lot 17.3.5: 1 bid was received from Dirtworks for \$5,751.00. Selectman Culver moved to accept the bid. Chairperson Laleme seconded. Carried 3-0.

Map 415 Lot 17.3.8: 1 bid was received from John Bonome for \$6,500.00. Selectman Glavac moved to accept the bid. Chairperson Laleme seconded. Carried 3-0.

Map 415 Lot 17.3.11: 1 bid was received from Dirtworks for \$5,751.00 Selectman Culver moved to accept the bid. Chairperson Laleme seconded. Carried 3-0.

Map 420 Lot 13: There were no bids for this parcel.

Selectman Culver moved to sell the remaining 3 lots (202/40, 206/14, 420/13) by sealed bids on June 2nd for the same price. Chairperson Laleme seconded. Carried 3-0.

Greg Colby from Carol Coppola & Associates came before the Board to discuss his proposal to the Town to provide consulting services. Chairperson Laleme said our audits are taking so long and the MS-5 is always late. Mr. Colby said he has 26 years of government audits and is currently a consultant to many municipalities. Mr. Colby said he could do the RFP to select a new auditor. Chairperson Laleme asked Mr. Colby if he could help with training to get as much in house as possible and he said the MS-5 could easily be done in house after some training. Mr. Colby explained that the Auditor opinion letter is the only thing that is the auditor and that 95% of municipalities have auditors prepare the financials but that could be brought in house and actually may be prohibitive in the future for auditors to prepare the financials. Chairperson Laleme said we budgeted 20 thousand for the audit and asked Mr. Colby if he thought we could get the audit and his services paid for with that amount of money. Mr. Colby said he felt confident the audit would come in low enough to have enough to pay for his services. Mr. Colby said if not, he would opt out. Chairperson Laleme moved to hire Greg Colby to do RFP and put audit out to bid and move forward based on bids. Selectman Glavac seconded. Carried 3-0.

Jay and James St. Jean came before the Board to discuss their proposal for auctioneer services. They explained they have done about 15 to 20 tax deed sales for municipalities and usually had 15-20 parcels in the auction. They said they would have the auction on a Saturday morning and do a powerpoint presentation and advertise in the local papers along with the Union Leader. They also said they have an email list with 7500 people and will mail letters to abutters. They said they charge a 10% buyers premium and that there is no cost to the Town, they pay all the advertising and sign costs. They said they prefer to do absolute auctions but would be willing to have minimum bids if that is what the Board chose to do. The Board will compare the two auctioneers that came in and make decision at a future meeting.

Chairperson Laleme read a request to reappoint Liz Carter to Bretzfelder Memorial Park Committee for a 3 year term. Chairperson Laleme moved to reappoint Liz Carter to the Bretzfelder Memorial Park Committee for a 3 year term. Selectman Glavac seconded. Carried 3-0.

The Board reviewed the minutes from 05/05/14. Chairperson Laleme moved to approve the minutes as written. Selectman Glavac seconded. Carried 3-0.

Chairperson Laleme moved to waive legal advice obtained about voting on abatements. Selectman Glavac seconded. Carried 3-0. Chairperson Laleme said the legal advice was to vote on each abatement separately.

The Board reviewed the abatements:

Map ID 412-1: Chairperson Laleme moved to accept the assessor's recommendation to grant an abatement for \$56.00. Selectman Glavac seconded. Carried 3-0.

Map ID 412-1: Chairperson Laleme moved to accept the assessor's recommendation to grant an abatement for \$353.00. Selectman Glavac seconded. Carried 3-0.

Map ID 413-1: Chairperson Laleme moved to accept the assessor's recommendation to grant an abatement for \$203.00. Selectman Glavac seconded. Carried 3-0.

Map ID 416-16: Chairperson Laleme moved to accept the assessor's recommendation to grant an abatement for \$1,410.00. Selectman Glavac seconded. Carried 3-0.

Map ID 412-1: Chairperson Laleme moved to accept the assessor's recommendation to grant an abatement for \$1,153.00. Selectman Glavac seconded. Carried 3-0.

Map ID 407-1-013: Chairperson Laleme moved to accept the assessor's recommendation to grant an abatement for \$66.00. Selectman Culver seconded. Carried 3-0.

Map ID 205-4: Chairperson Laleme moved to accept the assessor's recommendation to grant an abatement for \$361.00. Selectman Glavac seconded. Carried 3-0.

The Board discussed reassessing the PILOT agreements and Chairperson Laleme moved to move forward with sending letters to our current PILOTS to let them know we are reassessing all the PILOTS. Selectman Culver seconded. Carried 3-0.

The Board discussed who could be the representative from Bethlehem at the Memorial Day parade in Littleton. Selectman Blanchard will be asked to be the representative.

Chairperson Laleme said the Warrant Article for the house the Habitat for Humanity was interested in passed and the property did not sell so we should bring in John Starr to formalize Habitat's interest in the property.

Chairperson Laleme told the Board that she wanted to discuss the water valve that is at the Country Club that had to be changed. Chairperson Laleme said the letters all went to the Village District so the Town wasn't aware of this expense until after the budget was already prepared. Chairperson Laleme moved that the expense should come out of the Town Maint. Budget not the Country Club budget because it is on Town Property and would have had to be done even if the property was not a Country

Club. Selectman Glavac seconded. Selectman Culver said he thinks the Country Club should pay for it. Carried 2-1 (Selectman Culver opposed).

There was discussion about other properties that have this same backflow problem and there was a question if the cemetery was on the list of being a problem. This will be looked into.

Julian asked the Board to continue looking into leasing or selling the old transfer station parcel even though the police department is utilizing a portion of the property. He said this Town has very little tax revenue from businesses/industry. Chairperson Laleme said the Board could look into that option of selling or leasing a portion of the lot.

Rita Farrell asked if someone wanted to have a meeting in the meeting room what the process is for that. She was told to arrange that through April.

At 7:24 Chairperson Laleme moved to go into non-public session per RSA 91 A:3 II (a) & (c). Selectman Culver seconded. Chairperson Laleme did roll call with all members agreeing to go into non-public session.

The Board discussed a tax customer.

The Board discussed personnel. Selectman Culver moved to hire Caleb Child as a Recreation Counselor at \$7.75 an hour. Chairperson Laleme seconded. Carried 3-0. Chairperson Laleme moved to hire David Gustafson for the Country Club as a groundskeeper. Selectman Culver seconded. Carried 3-0. Chairperson Laleme moved to hire Keegan Butler for the Country Club pending he is 18. Selectman Glavac seconded. Carried 3-0.

Chairperson Laleme moved to pay \$32,000 to the Country Club Manager for the period of March 1st through November 30th. Selectman Glavac seconded. Carried 3-0. A letter of agreement will be produced for employee to sign.

At 8:10 Chairperson Laleme moved to come out of non-public session. Selectman Culver seconded. Carried 3-0.

At 8:10 Chairperson Laleme moved to adjourn. Selectman Culver seconded. Carried 3-0.

Respectfully submitted,

April Hibberd

Administrative Assistant