

Bethlehem Board of Selectmen
Meeting Minutes
Bethlehem Selectmen Office
November 28, 2016

Present: Chairman Glavac, Selectman Blanchard, Selectman Laleme, Selectman Ubaldo.

Chairman Glavac opened the meeting at 5:48 and moved to go into non-public session per RSA 91:A-II for matters of personnel. Selectman Laleme seconded. Chairman Glavac did roll call with all members agreeing to go into non-public session.

The Board discussed personnel. Selectman Laleme moved to approve the hire of Anthony Ellingwood. Chairman Glavac seconded. Carried 4-0.

Selectman Blanchard moved to approve the hire of Scott Walker. Selectman Ubaldo seconded. Carried 4-0.

At 6:00 Selectman Blanchard moved to come out of non-public session. Selectman Ubaldo seconded. Chairman Glavac did roll call with all members agreeing to come out of non-public session.

Larry Fellows came before the Board to discuss the Country Club budget. He told the Board he is increasing the fees for memberships, green fees, carts, and innkeepers. Selectman Laleme said the amount budgeted for growth won't be expended because there was no growth. She is concerned with increasing the proposed budget to \$353,287.00 when we only received \$286,923.00 this year. She said adding \$60,000.00 is a big amount. Chairman Glavac said they did that last year when they only received 272,139.00 but budgeted 340,715.00. Chairman Glavac asked Mr. Fellows how he was going to raise the revenues for the restaurant and was told he will increase the hours and will be putting in a horseshoe bar and will double the seating. Chairman Glavac asked about line items like equipment purchase, improvements and restaurant services not being spent. Selectman Laleme said there is an electrical plan that was done and asked where we are at with that. Mr. Fellows said there are just a couple more things to do for the electrical. Frank Claffey said the monthly revenue reports don't agree with his figures and said he needs revised monthly figures. Mr. Claffey said as of now the deficit is \$2485.25 and said the beginning deficit this year was \$34331.03. Mr. Fellows said they did a new gutter, a new hood in the restaurant, a new ice machine, new front entryway, etc. Selectman Laleme asked if he bought more covers and Mr. Fellows said they don't need them for all of the greens. Mr. Fellows said Matt Courchaine will be taking the test for chemicals. He also said they need to paint the building and will need to buy the paint. Mr. Fellows said he is acquiring quotes for flooring in the restaurant. Selectman Laleme said the concrete steps need to be addressed. Mr. Fellows said he got a quote for a POS system that has a cost of 2 tee times a day or \$600.00 a month. Chairman Glavac asked if it is in the proposed budget and was told yes. Selectman Laleme said she thinks the proposed budget is too high. Chairman Glavac said

they are doing the same thing as last year and said this year they are based on fee increases. Selectman Laleme moved to reduce the budget by \$20,300.00 from the growth items to make it \$322,987.00. Selectman Blanchard seconded. Selectman Blanchard asked why we wouldn't reduce it to \$340,715.00 instead of reducing the whole \$20,300.00. Selectman Laleme said based on current year revenue. Selectman Ubaldo said he thinks it is fair and that Mr. Fellows needs the tools to run the club. He said only \$255,000 was expended so he doesn't think a reduction is a big deal. Selectman Blanchard asked if the floor would be done this year and Mr. Fellows said it was a possibility. Selectman Ubaldo said \$32,000.00 is covering the deficit so he thinks we are going in a good direction. Selectman Laleme said it looks like there is more concern about making a profit then doing the improvements. Selectman Blanchard said he would like to see more covers next year. Mr. Fellows said the benefactors will be getting 2. Chairman Glavac asked if he could buy covers this year and asked the cost. Mr. Fellows said they range from \$1000.00 to \$1700.00. Motion failed 2-2. Selectman Ubaldo moved to reduce to \$330987.00. The motion did not get seconded. Selectman Blanchard moved to reduce the proposed budget to \$340,715.00. Selectman Laleme seconded. Chairman Glavac said he has a problem with the Board coming up with the numbers and said he stands by the budget as submitted. Selectman Laleme said the Board needs to monitor the financial matters and that the Board presents and defends the budget. Motion carried 3-1 (Chairman Glavac opposed).

Brett Jackson came before the Board to discuss his proposed budget for the highway department. He explained he had increases in salary and benefits because of adding the extra employee and said he also increased asphalt. He explained that it cost \$128,000 for one mile of paying with a 2 inch binder and 1 inch top reclaimed. Selectman Laleme said the highway department has been understaffed over the years. Chairman Glavac said they need to give the department heads the tools they need to manage their budget. Selectman Laleme said the highway department does other things for the town also and saves the town lots of money. Selectman Ubaldo asked if hiring someone to do the paving is more expensive and Mr. Jackson said that it isn't too much more but said they take care of the big ruts and would like to hire out for the highly traveled roads but continue to handle the less traveled roads. Chairman Glavac mentioned taking out the cost of health insurance for the dept. budgets and include in the other insurance budget. Selectman Laleme said she thinks the costs should be reflected in the departments. Mr. Jackson said parts are hard to find for the old trucks so would like to reduce the amount of trucks and get a newer fleet. He said he has approx. \$10,000.00 in his capital reserve for a truck.

The Board discussed the GGB budget and Mr. Jackson said he added \$800.00 to cemetery maintenance for gravel for the roads. He also said they have 3 mowers but could go to 2. Mr. Jackson said he could shorten the season for the groundskeeper to mid May until mid September.

Richard Ledoux came before the Board to update them on the recreation budget. The Board asked about the ice rink and told Mr. Ledoux that Derek Brown has flooded it in the past. He was asked to come up with projected revenues.

Chairman Glavac said the Master Plan is not complete but there is no money in the proposed budget for the Master Plan. Selectman Laleme said it will be complete by 12/14/16 and then the Planning Board will hold the public hearings. Chairman Glavac said it will not be complete until the public hearings. Selectman Laleme said they will be paying for the Master Plan by the end of the year. Chairman Glavac said he wants it finished before it gets paid.

The Board discussed the legal budget and putting \$15,000.00 in it for northern pass.

Chairman Glavac said he would like to use \$250,000.00 from the unanticipated fund balance to use for road repair. Selectman Laleme said that is for emergencies and said she doesn't think they should use it for capital improvements. Selectman Blanchard said he agrees with Selectman Laleme and said he doesn't want to deplete the fund. Selectman Ubaldo said the proposed budget is up almost \$100,000.00 and looking at decreased revenues in the next couple of years.

The Board discussed the new law about veteran's tax credit and whether they wanted to do a warrant article about this. They tabled it at this time.

The Board noted that the police department will have 2 warrant articles for capital reserves for \$3000.00 for special equipment and one for \$23,000.00 for a cruiser. They also said the highway department will have one for \$140,000.00 to get a truck and will not be looking to finance but just buy it outright. The fire department will have warrant articles for capital reserves for truck, ambulance and equipment.

The Board discussed the copier quote but want more information on the buyout for the current one.

The Board reviewed minutes. Selectman Blanchard moved to approve the minutes from 11/14/16. Chairman Glavac seconded. Carried 3-0 (Chairman Glavac abstained).

Chairman Glavac moved to approve the minutes from 11/21/16. Selectman Blanchard seconded. Carried 3-0 (Selectman Ubaldo abstained).

At 8:05 Chairman Glavac moved to go into non-public session per RSA 91A:11 for matters of personnel. Selectman Blanchard seconded. Chairman Glavac did roll call with all members agreeing to go into non-public session.

The Board discussed personnel.

At 8:10 Chairman Glavac moved to come out of non-public session. Selectman Laleme seconded. Chairman Glavac did roll call with all members agreeing to come out of non-public session.

At 8:10 Chairman Glavac moved to adjourn. Selectman Laleme seconded. Carried 4-0.

Respectfully submitted,
April Hibberd

