

AC

**November 9, 2010**  
**Staff Meeting**

Present: C. Guiry DMD Ch., A. Richards, R. P. McGinnity, & A.A. Milkovits

Meeting opened at 6:30 PM.

**Departments:**

1. Building Inspection/Health: Building Inspector Kenneth Wilson:
  - Budget: Okay
  - Personnel: Okay
  - One new house permits for lot on Depot Road
  - Other: BI would like to purchase National Electric Codebook from NFPA. Selectmen approve if it's in his budget.
2. Police Department: Police Chief Barry Hutchins absent due to vacation.
3. Library: Librarian Susanne Wolpert absent due to medical leave.
4. Buildings, Parks, Cemeteries: Manager Wallace Brown:
  - Budget: Okay
  - Personnel: Okay
  - Equipment: issue with well pump at Mann House. Also need a new burner for Mann House. Selectmen recommend getting three bids for a new burner.
5. Highway Department: Road Agent Mark Brackett & Assistant Road Agent David Morrison:
  - Budget: Okay
  - Personnel: Okay – request for return of former employee Charles Buttrick. This request was denied by the Board. Mr. Morrison requested more information on the investigation. There is not any other information at this time. Mr. Morrison stressed that the Highway Department desperately need another employee. Selectmen request the Road Agent to make a recommendation.
  - Selectmen requested an accounting of remaining vacation time due ARA Morrison and Fred Greenwood. No decision was made at this time to extend the vacation time to 2011.
  - Equipment: Have 2 bids to replace the furnace at the Highway Barn: Ciardelli \$4,799 and Country Oil Burner \$3,863. Need 4 to 6 vents to insure heat throughout the barn. Chairman Guiry recommends getting a price on burners from Total Air. He stated that he would call Total Air for prices before a final decision is made on purchasing the burner.
  - Gear: New jackets and sweatshirts have been ordered. Need to replace small equipment.
  - Department will be selling some of the older trucks and other equipment. Selectmen recommend doing an inventory and possibly listing parts, etc. on Craig's List.
  - Other: Mowing is finished but there have been leaks from the hydraulic hose. Selectmen ordered that no more mowing is done until the leak is fixed.
6. Fire Department: Fire Chief David Baker:
  - Budget: Okay

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- Personnel: Has 4 EMTs re-certifying as well as 4 firefighters
- Equipment: Chief will be ordering 3 pairs of pants for new members. Communications is still a problem. This will be discussed at a later meeting.
- Other: Inspection was done on Library, need to unclutter areas and do some minor electrical work to get rid of extension cords. This inspection was done to satisfy the codes for the Library's use by the elementary school.
- Will be joining NFPA for \$800/year. This will give online access to latest codes, etc.
- Recommends doing woodstove inspections.
- Communications – possible solution could use Greenville's tower. Chief will keep the Board updated on this issue.

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

Meeting adjourned at 7:20 PM.

*Barbara L. Melnick*  
*Admin. Assistant*