

Town of Boscawen
Budget Committee Public Meeting
Boscawen Municipal Complex
January 24, 2018 at 6 p.m.

Present: Gail Egounis, Barbara Randall, Edward Cherian, Sherlene Fisher, Edward Cherian, Bruce Crawford, Rhoda Hardy, Roger Sanborn, Mark Varney, Alan Hardy, Dean Hollins, Kellee Jo Easler, Nicole Hoyt, Ray Fisher, Michelle Brochu, Katie Phelps, Kevin Wyman. Also present: Sarah Gerlack, Cheryl Mitchell, Rick Jacques, Linda Lorden, Shannon Meaney and Dave Collins.

Meeting began at 6:04 pm. Roll call completed.

Edward Cherian was nominated as Chair. A **motion** to do so was made by _____, seconded by Gail Egounis, and passed by a unanimous vote.

Personnel Costs:

Retirement, Medicare, Social Security and Health Insurance, is all being put into the Personnel budget instead of each individual department's budget. Bruce Crawford said doing it this way does not substantiate what amount is for each department. Katie Phelps showed the group a worksheet that is broken down by department. It is there to see for each individual department and the associated costs. Ed Cherian noted that by joining it together they can compare from year to year the benefit changes, etc. This will protect individual's privacy when there is only one person in a Department.

Ed Cherian noted that if all personnel benefits in the 2018 budget were added up, the health insurance package was increased by 5% from last year. Gail Egounis thought that health insurance was going down 6%. Katie Phelps noted that the total health care costs went down across the entire HealthTrust system. The reason that our costs went up was due to the way that our employees select policy needs. Katie agreed that it is confusing because the rates went down. Mark Varney noted that we added the employee flexible spending plan last year too. Alan Hardy stated that the FSA plans are paid for entirely by the employees. Discussion regarding health insurance changes and associated costs ensued.

Ed Cherian reiterated that all the benefit numbers (cost) are now all in one place in the Personnel budget. Bruce Crawford doesn't believe that doing it this way is fair to the tax payers. Mark Varney explained that, if you have a small department with only one employee, their privacy is compromised. Nicole Hoyt noted that most people don't know percentages of items like retirement, etc. Alan Hardy proposed that they put notes at the bottom of the worksheets. That will allow the numbers to be more accessible.

Alan Hardy suggested the committee hear the guests in the audience before the committee continued with their agenda. Ed Cherian agreed.

47 **Warrant Article 10** to raise \$5,700 towards Penacook Community Center.
48 Linda Lorden, President, of Penacook Community Center. She noted that their request is a slight
49 increase from past requests. The increase involved around their seniors programming. They have
50 68 seniors; 12 from Boscawen. They are utilizing Boscawen Town Hall for meals. The associated
51 cost is about \$1,200 annual plus transportation for the seniors. Money is not made with that
52 program. They have a Senior Director who works reduced hours. They do charge an annual dues
53 for seniors of \$45.00 and offer scholarships for that annual fee.

54
55 A **motion** to recommend Warrant Article 10 to raise \$5,700 for the Penacook Community center
56 was made by Rhoda Hardy, seconded by Bruce Crawford and passed by a unanimous vote.

57
58 **Warrant Article 7** to raise \$1,786.00 to contribute to the operating cost of the Red Cross.
59 Shannon Meaney of the Red Cross spoke. They want to thank the Town of Boscawen for their
60 support and hope that they vote to continue that support. The town has hosted 8 blood drives.
61 They have 2 volunteers from Boscawen. She spoke of the services they provided for the County
62 of Merrimack.

63
64 A **motion** to recommend Warrant Article 7 to raise \$1,786.00 to contribute to the operating cost
65 of the Red Cross was made by Sherlene Fisher, seconded by Gail Egounis and passed by a
66 unanimous vote.

67
68 **Personnel:** Katie Phelps gave the break down for the single person plan and the family plan. The
69 town portion is down for the single person plan by \$627.48 annually; and the family plan by
70 \$1,338.72 annually.

71
72 **General Government:**
73 Alan Hardy spoke. Account 4130 Executive. There was discussion about donations that were
74 going out in remembrance of a family member or flowers, etc. They took the actual amounts
75 expended of \$466.60 and made a budget of \$500.00, which is a new line item.

76
77 Alan Hardy: Account 4130111 – the Board of Selectmen’s line - there was no change made this
78 year or last year. The 4130112 is the percentages of Nicole Hoyt and his salary that they assigned
79 to the administrative function. The lines will show a 2% increase, as approved by the Board of
80 Selectmen, unless personnel came up on longevity. There were some merit raises as well. Assistant
81 to Administrative – there is a new person in the position so there is a slight decrease due to the rate
82 of pay change as a new employee. Overtime is authorized for hourly personnel working in the
83 department. Contracted services – any of the contracts they write, i.e. elevator, HVAC contract.
84 They were new last year but they stay fairly stable from year to year. Computer software licenses
85 - there is a change this year in the operating system for our PC’s to Windows 10. The Windows 7
86 operating system is not being supported as the manufacturers are moving away from it and we will
87 have to make the change. Computer maintenance was dropped down as they do not have major
88 system updates this year. The servers are operational, but when they get to the Police budget, there
89 is an upgrade to the software reflected in this budget and last year’s as well. That will be a major
90 change. Nicole Hoyt asked if the actual is \$9,000 last year, why are you decreasing the budget.
91 Alan Hardy noted that they put it down to \$15,000 but the software changed. The hours are tied
92 to the line item. \$20,000 down to \$15,000 and \$3,000 up to \$18,000.

93 Alan Hardy noted that Dues and Subscriptions are for one membership, New Hampshire Municipal
94 Association. Equipment Non-Computer is for 2 items. One is for the automatic door opener for
95 the town clerk's office. Ed Cherian stated that it opens out. Alan Hardy noted that they put one
96 on the outside but the recommendation was to put one on the center door, the outside door at an
97 amount of \$2,500. Printer - the older Panasonic printer finally died. The \$4,500 is to replace the
98 second printer which is a much smaller unit. Non-Computer Maintenance is for things like the
99 shredder. Telephone budget is going up because we need to add cell phones for Welfare Officer
100 and the Co-Administrator. It was asked if there was already a town plan for cell phones. Alan
101 Hardy said yes; we have been on the state contract for some time. Verizon offered a new plan
102 which they are reviewing which would reduce the costs about \$300 to \$400 a month. The monthly
103 cost will go down but the contract will include the two new cell phones. Ed Cherian asked if all
104 the devices were on the plan. Alan Hardy answered that all devices are on the plan, but the cost is
105 distributed throughout the department's budgets. Ed Cherian suggested that for next year they
106 bring a list of how many phones, how many tablets, etc. Alan Hardy noted that they are also
107 paying for "mobile hot spots" to create service where the internet signal is weak. He will bring
108 back to the next meeting a cost per unit for them to review. There will be no changes based on
109 actual numbers to Meetings/Travel & Training, Office Supplies, Postage and Advertising.

110
111 **General Executive Government #4130** – 2017 budget \$137,823 actual \$119,684.03. 2018
112 Budget \$143,640.69 4% at a \$5,817.69 increase. These numbers do not include employee benefits.

113

114 **Legal**

115 The Committee reviewed the proposed Legal Budget. Co-Administrator Alan Hardy noted that
116 they are proposing a \$10,000 increase. They have two separate line items; one is for General Legal
117 in the amount of \$30,000 and one is for Litigation in the amount of \$15,000. On the whole they
118 use Counsel to review contracts and agreements. Currently they are dealing with one bankruptcy
119 case and two litigation cases. Ed Cherian noted that there is usually a budget of \$30,000 for legal
120 counsel. Alan Hardy noted that they have spent \$20,000 this year in general legal; some years it
121 is higher. Ed Cherian asked if this is a new line item or just one time expense. Alan Hardy noted
122 that the bankruptcy case is nearly resolved. The appeal of the Planning Board's Dollar General
123 Decision will have hearings this Spring and the Court will render a decision sometime later. Gail
124 Egounis asked if they should lessen the general counsel line by \$5,000. Alan Hardy said the
125 recommendation of counsel was to hold that line should we need to pay for the litigation expense.

126

127 **Town Buildings:** Alan Hardy noted that this facility, (116 North Main Street), along with other
128 facilities are almost completely converted to LED lighting. This means lower electrical
129 consumption; so they have lowered account number 4194448 Building Utilities by \$10,000 to
130 \$35,000. They have taken contracts out of the building maintenance account, they have reduced
131 the Building Maintenance Fund by \$3,500 and the Town Hall by \$5,000. They borrowed some
132 money under the Selectmen's authority and transferred from Town Hall budget to the Fire
133 Department budget for unplanned expenses. The Town Buildings budget, #4194, has been reduced
134 by \$14,605.36 to a 2018 budget of \$92,364.64. The Insurance line, (4196) is for Property Liability
135 Insurance. There is an increase on the contract this year with Primex of 3%.

136

137

138

139 **Other General Government**

140 Warrant Article V, a contingency request of \$33,000. 2017 Expenditure of \$13,498.00. The
141 Selectmen approved replacing the main printer in the Town Clerk's office as it is no longer
142 serviceable. The office suffered a lightning strike and as a result, they used the Contingency Fund
143 to pay for the replacement of the damaged equipment. Primex did reimburse the Town for
144 \$26,601.35.

145
146 **Warrant Article V: A motion** to recommend Warrant Article V to establish \$33,000 contingency
147 fund was made by Bruce Crawford, seconded by Rhoda Hardy and passed by a unanimous vote.
148

149 **Dave Collins – Penacook Rescue Squad**

150 Warrant Article XII. David Collins, one of the Trustees of Penacook Rescue Squad presented their
151 funding request. Fire/EMS has traditionally been supported by volunteers. If they go back 10
152 years when he started, they hired people per diem, which was hiring people without benefits. They
153 utilized them during day time hours, Monday through Friday. They are no longer able to staff an
154 ambulance with volunteers. They are now going to utilize mostly per-diem employees. They have
155 maybe 6-8 active volunteers right now. The rest per diem employees. Most are career fire
156 fighters/EMS. Their payroll has now doubled by going to per diem 24 hours a day. One other
157 major revenue source is their billing. The reimbursement is less now as compared to prior years.
158 They bill both Medicaid and Medicare and they don't pay at the same rate as they used to. They
159 may bill a call for \$900 and be reimbursed about 70% from Medicaid and Medicare. They
160 sometimes wait 90 to 120 days for reimbursement. Health Insurance carriers are not reimbursing
161 for 'medically unnecessary' trips. Medicaid and Medicare will not pay claims during their re-
162 approval process. Their fiscal year is different from the town as it is from 3/31 to 3/31. 2016-
163 2017 closed out 3/31/17 showing that they brought in revenue of \$291,521.00. Payroll expenses
164 and other general expenses are \$313,000. Their net income was -\$21,506.60. Current year actual
165 to date reimbursement is -\$8,000. They are projecting a \$51,000 net loss. They do have trust fund
166 reserves to offset that and move forward. What they need to cover is mainly their payroll expenses.
167 They have to stay competitive. They are paying Paramedics \$18.00 an hour. They are also
168 covering Canterbury and Salisbury. Salisbury used to contribute a small amount towards that
169 services. Last year PRS reached out to the Chief in Salisbury for a contribution as they stopped
170 contributing and he never got back to them. Last year they did 76 calls for Salisbury. Dave Collins
171 said that is costing the Town of Boscawen. Roger Sanborn asked if it would be appropriate to
172 approach the Town of Salisbury before they do their budget. David Collins said they could.

173
174 **A motion** to recommend Warrant Article XII with the sum of \$90,450 to aid the Penacook Rescue
175 Squad for 2018, was made by Ed Cherian, seconded by Barbara Randall and passed by a
176 unanimous vote.

177
178 **Town Clerk Budget**

179 The Committee reviewed the proposed Town Clerk Budget. The Moderator and Supervisor
180 receives a stipend along with other people working the annual election. The Town Clerk budget
181 includes enough funds to hold three elections in 2018.

182
183
184

185 **Financial Administration**

186 The Committee reviewed the proposed Financial Administration budget. Katie Phelps noted that
187 the Treasurer Position is now open and they budgeted \$4,000, which includes a 2% increase. The
188 Accountant salary is down as she is new in the position. The Overtime is up, as she is an hourly
189 position vs. the former Accountant who was salaried. Account #4150301 includes funding for: –
190 town audit of \$14,000 – treasurer audit of \$1,000, consulting services \$5,000 – actuary services,
191 which is a 2-year agreement at \$2,000. Payroll services up by \$700. All others are the same. Ed
192 Cherian asked if the audit services are a onetime expense. Katie Phelps stated that they don't
193 usually utilize them unless someone leaves a position or for the annual audit. Actuary costs are
194 not every year; they just signed a 2-year agreement with our actuary.

195
196 **Tax Collector Budget**

197 The Committee reviewed the proposed Tax Collector budget. Nicole Hoyt reported that salary up
198 2% based on COLA. Overtime is only used for the Deputy Tax Collector for coverage. Katie
199 Phelps asked if in future budgets the committee would like to see the percentage of time each
200 employee spends in each department. She will have that for the hearing.

201
202 **Personnel Administration Budget**

203 The Committee reviewed the proposed Personnel Administration Budget. Ed Cherian said they
204 already went through most of this when they discussed benefits earlier. This is the roll-up of the
205 employee benefits. Salaries go with individual departments, but this is for benefits only. Ed
206 Cherian said that switching this makes it difficult to tell what the percentage of increase or decrease
207 is.

208
209 **Planning & Community Development Budget**

210 The Committee reviewed the proposed Planning & Community Development Budget.

211
212 **Assessing:** Alan Hardy noted that 2018 is their reevaluation year. They are cross training Linda
213 to learn Assessing to back-up Kellee. Because of this, some of Linda's time will be charged to
214 Assessing. Assessing is 30% of Kellee's time and her 2% COLA is included. Assessing Services
215 is a 5-year contract and Boscawen is in their 5th year. They put 1/5 of the divided cost in the budget
216 for 5 consecutive years. Gail Egounis asked where the rest of Kellee's salary is coming from.
217 Alan Hardy stated that in Account #4191111 you see 60% of Kellee's time down from 62%. Gail
218 Egounis asked why the change. Alan Hardy noted that Kellee is spending more time in Assessing,
219 so the hours were adjusted accordingly. Alan Hardy said that the BOS approved a 2% merit
220 increase. Barbara Randall asked if some people received merit's as well as a 2% COLA. Alan
221 Hardy stated that was correct and the adjusted budgets show the change. Katie Phelps noted that
222 when they were putting their budget together last year they didn't put Alan Hardy's 2% COLA
223 increase into the budget. So that is why his salary shows 4% this year.

224
225 **Recording Secretary:** Part of Linda's job is to do recording secretary work for some of the land
226 use boards. They reduced the budget for that reason. They retained \$2,000 in that budget as Rose
227 Fife fills in for a lot of the meetings they cannot cover. Planning & Community Development Clerk
228 is the rest of Linda's time.

229

230 **Office Equipment:** Unique to their department, maintenance agreements and software.
231 Advertising and public notices – no change there. Printing and mapping is if they want to learn
232 something new or create a new layer on their maps. Telephone – is for their cell phone, mobile
233 hot spot, and tablet that are part of the telephone bill. Barbara Randall asked if it were for 2 phones.
234 Alan Hardy said 1 phone and 1 hot spot and 1 tablet at this time. Dues covers Central NH Regional
235 Planning Commission. They acquired the Avitar building permit software through the building
236 inspector’s revolving fund. The regulation ordinance updates – there is an increase over the
237 \$7,500. The Board of Selectmen authorized a transfer of \$5,000.00 on September 6 to the
238 Regulation and Ordinance Update account from the Waste Water State Aid Grant. The funding
239 was requested by Planning Board Chair Bruce Crawford for Technical Assistance from Central
240 NH Regional Planning Commission for more Master Plan work. Meetings and Travel for all of
241 their departments, committees and Boards as well as staff continues at \$5,000. Planning Board -
242 staff training – unchanged. Service and agreement based upon actual went up to \$5,500, up by
243 \$181.00. Land Use office supplies there is a slight increase of \$300, based upon actual
244 expenditures.

245
246 The **Agricultural Commission** is a small department from an expense standpoint – but they
247 accomplish a lot with the funds they ask for. There is now a shed up at Town Garden. They will
248 go back to a normal budget of \$2,000 for 2018.

249
250 **Conservation Commission** – flat lined their budget at \$2,200. Ed Cherian asked why they need
251 to allocate funds when the Conservation Commission gets money from timber sales. Alan Hardy
252 said operating budget gets used for expenses unrelated to the Town Forest.

253
254 **Health Department** – Alan Hardy is no longer in that role. Kellee Jo Easler is now the Health
255 Officer and Katie Phelps is the Deputy Health Officer. What you see is the reallocation of time
256 based on need. Health Officer and Deputy Health Officer may continue to spend more time as
257 they have more serious matters that need more time/care.

258
259 Barbara Randall asked about AgCom. Where is the revenue for the plots? Katie Phelps reported
260 \$600 for Garden Plot Fees in 2017.

261
262 **Red Cross** – Ed Cherian asked why that was in the Budget. Alan Hardy said it ends up in the
263 State Chart of Accounts so they have to track it separately. Kellee Jo Easler said it is there because
264 of the Capital Area Public Health.

265
266
267 **Police Department**

268 The Committee reviewed the proposed Police Department budget. Chief Wyman explained the
269 increase in salaries. One is for a 5% increase longevity for his position. There is a merit increase
270 for 2 officers. Glen Chislett shows 6% as they approved a 4% increase halfway through the year.
271 They had to increase the overtime and holiday pay due to payroll changes. He did an increase
272 because he didn’t want to go over budget. So it could go down. \$8,000 increase for the information
273 management software system that they use. This is the second half of that upgrade cost. In the
274 future, there will be a \$1300 a year for maintenance fee of that system. That will allow them to go
275 live with the dispatch system. This will give them a lot more information. A small increase in

276 training. Barbara Randall asked why dispatch was below budget last year. Chief Wyman said
277 they dropped a little as they now have the tablets so it alleviates the use of the radios. Gail Egounis
278 asked if they have the tablets, do they still need the \$30,000 in there. Chief Wyman said yes.
279 Uniform cost stays low as long as they don't change employees. Ed Cherian asked how many cars
280 they have. Chief Wyman stated they have 6 cars and one truck, which is a detail vehicle. Officer's
281 for coverage; they now run 24 hours except Sunday, Monday, and Tuesday nights. Ed Cherian
282 asked about 24/7 coverage. Chief Wyman said they could, but that would leave their busier shifts
283 short. 2017 they had over 8,000 calls for service. Barbara Randall asked if the County helped out
284 at all. Chief Wyman said they help out once in a while. Ed Cherian asked about revenue; how
285 much did they bring in on construction or traffic details. Chief Wyman said that the detail rate
286 covers the cost of the officer. Alan Hardy said there are two revolving funds, Building Inspector
287 and Special Details. Alan Hardy said money goes out paying related expenses and personnel costs.
288

289 **Fire Department/Life Safety Budget**

290 The Committee reviewed the proposed Fire Department/Life Safety Budget. Chief Ray Fisher
291 noted that they are requesting \$13,000 to buy SCBA's. Ed Cherian asked how many that would
292 buy. Chief Fisher said it pays for 3. Barbara Randall asked what the Capital Reserve Fund is used
293 for. Chief Fisher said safety equipment. It could be used for anything that they have that is out of
294 order. Alan Hardy said that there is very little he needs that isn't safety related. Ed Cherian asked
295 if there were this something that could be paid for out of Capital Reserve vs. General
296 Appropriation. Katie Phelps said she has the Capital Reserve balances as of 10/31/17. The fire
297 truck account has \$362,659.57. Barbara Randall asked how much was in the fire department
298 equipment fund. Katie Phelps said \$48,359.62. Barbara Randall asked if there was enough money
299 in the Capital Reserve Fund to buy some of the SCBA's. Chief Fisher said if it was authorized he
300 believes so.
301

302 Ed Cherian asked if they were going to review the Capital Reserve funds and have a
303 recommendations for or against. Alan Hardy said traditionally the Budget Committee
304 recommends for financial items. Ed Cherian said last year they did have a vote on that. Alan
305 Hardy said every warrant they may vote separately.
306

307 Chief Fisher discussed Operating Salaries. He has a budget for 30 people. He now has 26 people.
308 He doubts he will have 30 people at the end of next year.
309

310 **Emergency Management**

311 The Committee reviewed the proposed Emergency Management Budget. Alan Hardy noted there
312 is a stipend for Emergency Management Director and Deputy Director along with the equipment
313 necessary to do their job.
314

315 **Public Works Budget**

316 The Committee reviewed the proposed Public Works Budget. Dean Hollins went through the
317 accounts. He went through the Cemetery accounts. No changes. Public Works has an increase in
318 salaries of a 2% COLA and three employees have reached their 10 year longevity anniversary.
319 General Laborer is an open position. Another General Labor employee is also on his 10th year and
320 it is reflected in his salary. This position is shared with Solid Waste. Utilities: they were able to
321 cut them back by \$5,800. Uniforms, no change – he didn't spend as much as normal as the

322 employee they are replacing didn't want uniforms. Salt – remains the same. Road signs – not a
323 lot spent. Meetings and dues – most they go to is sponsored by insurance companies. Ed Cherian
324 asked if the resurfacing money that was not spent is it being encumbered. Dean Hollins said yes.
325 Ed Cherian asked what their priority streets are. Goodhue Road, Welcome Avenue and Lawrence
326 Avenue as well as Eel Street. Corn Hill Road they will start at the town line in Webster. And
327 paving the parking lot at the town hall. Sidewalk repairs shows the cost of striping all the cross
328 walks in town. Solid Waste – Steve's share of highway and public works salary. Dues covers
329 DES certification. Landfill maintenance. Their construction demolition permit runs out the end
330 of 2019 so they will have to haul off their demo, not bury it. Most cost will come out of Recycling.
331 To do what they need to do they will need to pave the back of their transfer station. Ed Cherian
332 asked if that was what the request of \$32,000 would be spent for. Dean Hollins indicated that it
333 was.

334
335 **Parks & Recreation Budget**

336 The Committee reviewed the proposed Park & Recreation Budget. Alan Hardy referred the
337 committee to the notes. They encumbered money towards repairs. \$10,000 they had last year they
338 reduced by \$7,500 due to the funds encumbered. Program park expense went down based upon
339 actual numbers by \$1,000. They have the ability to run one more week of program if they get out
340 of school earlier. Registration fees give them about \$3,800 a year in income.

341
342 **Public Library Budget**

343 The Committee reviewed the proposed Library Budget. The Library is paid quarterly for their
344 operating expenses.

345
346 **Welfare Budget**

347 The Committee reviewed the proposed Welfare Budget. They kept it the same as last year.

348
349 **Old Home Day** – Alan Hardy noted that the Old Home Day committee has been getting a \$5,000
350 contribution from the town towards fireworks. Old Home Day has cash on hand at year-end of
351 \$27,682.39. He spoke with the Selectmen and they feel that they had sufficient funds without the
352 town contribution. Mark Varney said that they asked for \$5,000 for fireworks. Rhoda Hardy said
353 the Fireworks cost \$7,500.

354
355 **Town Beautification** – Alan Hardy stated that the town was told that at the end of this year the
356 person who was taking care of the flowers out in front of the Police Station wasn't going to be able
357 to do that. We will have to explore other options. The budget is continued at \$1,250.

358
359 The Total Budget at this time is \$3,682,137.65 which is an increase of \$90,650.67 or 3%. They
360 will show the warrants separately so they see the numbers and how it will affect the tax rate. That
361 will be available for the budget hearing.

362
363 **Warrant Articles**

364
365 **Warrant Article II** is a zoning amendment voted on by ballot.

366
367 **Warrant Article III and IV** will be deferred until the budget hearing.

368
369 **Warrant Article V** is approved. Bruce Crawford made the motion and Rhoda Hardy seconded.
370 All in favor, none opposed. The motion passes.
371
372 **Warrant Article VI** is awaiting clarification from counsel and NHDES.
373
374 **Warrant Article VII** is approved. Sherlene Fisher made the motion and Gail Egounis seconded.
375 All in favor, none opposed. The motion passes.
376
377 **Warrant Article VIII** for \$6,000 to contribute to Boscawen Historical Society for operating
378 expenses. Mark Varney said it was the same as last year. Alan Hardy said it was originally
379 approved for heat to keep the building warm. A **motion** to recommend Warrant Article VIII was
380 made by Doddy Fisher, seconded by Rhoda Hardy and passed by a unanimous vote.
381
382 **Warrant Article IX** A **motion** to appropriate \$7,600 to the Concord Area Center of the
383 Community Action Program was made by Rhoda Hardy, seconded by Gail Egounis and passed by
384 a unanimous vote.
385
386 **Warrant Article X** A **motion** to appropriate \$5,700 to the operating expenses of the Penacook
387 Community Center was made by Rhoda Hardy, seconded by Bruce Crawford and passed by a
388 unanimous vote.
389
390 **Warrant Article XI** to appropriate \$500 to Court Appointed Special Advocates, (CASA). A
391 **motion** to recommend Warrant Article XI to appropriate \$500 to CASA was made by Ed Cherian,
392 seconded by Rhoda Hardy and passed by a unanimous vote.
393
394 Hearing will be held Wednesday February 7, 2018 at 6:00 pm. Ray Fisher and Doddy Fisher will
395 not be in attendance.
396
397 A **motion** to adjourn the meeting was made by Rhoda Hardy, seconded by Gail Egounis, and
398 passed by a unanimous vote.
399
400 *Respectfully submitted by Rose Fife*