

**Board of Selectmen  
July 27, 2015 Draft Meeting Minutes  
Town Hall, Community Room**

**APPROVED**

**Selectmen present:** Mark LeDoux, David Petry, Peter Band, Vahrij Manoukian and Frank Cadwell

**Staff present:** Deborah Padykula, Finance Officer and Tom Bayrd, DPW Director

**Called to Order:**

Chairman Le Doux called the meeting to order at 7:07pm and reviewed the agenda. Selectman Manoukian requested the Town Administrator to install an electronic surveillance warning sign outside the Community Room and requested that he contact the Town's insurance company to see if security camera system qualifies the town for an insurance discount.

**Meetings:**

**1. Tom Bayrd, DPW Director - Lawrence Barn Parking Lot**

Mr. Bayrd discussed options for paving the Lawrence Barn Parking Lot. He explained that Lot A (\$15,000) and Lot B (\$21,567.00) would be graded and a 2" asphalt base would be applied with an additional 1" asphalt finish wearing course.

Selectman Cadwell stated that he supports paving the parking lot but will not support the use of funds dedicated for road improvements in the operating budget and State Highway Block Grant Funding. He also stated that the Recreation Commission would support paving. Selectmen Petry said that it would not require site plan approval. Chairman Le Doux explained that this matter was discussed at town meeting and was tabled due to lack of information and concerns from local equestrians. However, he said the concern was only about Lots C and D in front of the Lawrence Barn. LeDoux explained that modifications would need to be made to the entrance ramp and door entrance to comply with handicap accessibility building codes. Finance Officer Padykula explained that \$23,000 could come from the Worker's Compensation fund due to receiving the annual holiday credit and another area would be \$17,000 from health insurance.

*Duly moved by Vahrij Manoukian and seconded by David Petry to authorize the work as presented by the DPW Director. Voting in favor of the motion were Cadwell, Petry, Le Doux, Band and Manoukian. The motion PASSED*

**2. Deborah Padykula, Finance Officer - Financial Review**

Mrs. Padykula provided a financial report for the period ending June 30, 2015. Padykula explained that only two line items are over budget; Special Studies and DPW Overtime. She explained that funding from FEMA will decrease the DPW overtime line from \$9,000.00 to \$4,000.00. Padykula explained that special studies provided funding for survey work at Little Nichols Field, Howe property appraisal, COOP Study Committee Forensic Audit and the Post Employment Benefits Actuarial Assessment per GASB 45. Deborah explained that revenues are healthy and exceeding estimates at this time.

*Duly moved by Vahrij Manoukian and seconded by Peter Band to accept the June 30, 2015 financial report. Voting in favor of the motion were Cadwell, Petry, Le Doux, Band and Manoukian. The motion PASSED*

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**New / Old Business**

**1. Property Appraisal**

Chairman Le Doux explained that the Land Study Protection Committee is investigating the feasibility of purchasing lakefront property. The property owners are willing to work with the town to hopefully preserve the land for conservation, recreation and public use. Peter Baker said that the Land Protection Study Committee is estimating that the property appraisal would most likely cost about \$5,000.00 (Gold Book Standard).

*Duly moved by Vahrij Manoukian and seconded by Peter Band to approve expenditures from the contingency fund in the amount of \$5,000.00. Voting in favor of the motion were Cadwell, Petry, Le Doux, Band and Manoukian. The motion PASSED*

**2. Warrants**

- a. Employee Reimbursements – 07/14/15 (\$6,357.83)
- b. Wages – 07/14/15 (\$154,407.25)
- c. Accounts Payable – 07/16/15 (\$347,749.00)

*Duly moved by Peter Band and seconded by Vahrij Manoukian to approve the warrants as presented. Voting in favor of the motion were Cadwell, Petry, Le Doux, Band and Manoukian. The motion PASSED*

**3. Weekly Meetings and Announcements**

*Selectman Band reviewed the weekly meeting notices and announcements.*

**4. Approval of July 13, 2015 Public Meeting Minutes**

*Duly moved by Vahrij Manoukian seconded by Peter Band to approve the meeting minutes as written. Voting in favor of the motion were Cadwell, Petry, Le Doux, Band and Manoukian. The motion PASSED*

**5. Approval of July 13, 2015 Non-Public Meeting Minutes**

*Duly moved by Vahrij Manoukian seconded by Peter Band to approve the meeting minutes as written. Voting in favor of the motion were Cadwell, Petry, Le Doux, Band and Manoukian. Motion PASSED*

**ADJOURNMENT:**

*Duly moved by Vahrij Manoukian seconded by Peter Band to adjourn. Voting in favor of the motion were Cadwell, Petry, Le Doux, Band and Manoukian. Motion PASSED*

The Board adjourned at 7:45 P.M.

Respectfully submitted,  
Troy Brown, Town Administrator