



Approved By  
Board of Selectmen

*Roxanne Tufts-Keegan*  
*Christine Maynard*  
*Laura Parker*

## Board of Selectmen Regular Meeting

### Minutes

Monday, February 6, 2023 at 6:00 pm

#### 1. Call to Order

**Minutes:**

Meeting called to order at 6:09 PM

#### 2. Roll Call

**Minutes:**

Roxanne Tufts-Keegan - Present; Christine Maynard - Present; Laura Parker - Present

### Non-Public

#### 3. Non-Public Session per RSA 91-A:3(A)

**Minutes:**

C. Maynard motioned to enter into non-public per RSA 91-A:3 II (a) at 6:09 PM, R. Tufts-Keegan seconded. Roll call taken: R. Tufts-Keegan - Yes; C. Maynard - Yes; L. Parker - Yes. Motion carried.

C. Maynard motioned to leave non-public session and return to public session at 6:37 PM, seconded by R. Tufts-Keegan, motion carried.

C. Maynard made a motion to seal the minutes from the non-public session indefinitely because the information would likely affect the reputation of any person other than a member of this board, R. Tufts-Keegan seconded. Roll call vote to seal the minutes: R. Tufts-Keegan - Yes; C. Maynard - Yes; L. Parker - Yes. Motion carried.

#### 4. Pledge of Allegiance

#### 5. Approval of Minutes

**Minutes:**

C. Maynard made a motion to accept the minutes from January 30, 2023, L. Parker seconded, motion passed.

### Signature Action

#### 6. DMV Appointment Letter for Boat Registrations

**Minutes:**

Letter appointing Town Clerk Ray Parece as DMV Agent for Boat Registrations was signed.

*Amended*

## Old Business

Department Heads:

### 7. Treasurer Report from December

**Minutes:**

Treasurer's Report from December was read.

### 8. Sgt. Swift Resignation

**Minutes:**

Resignation letter was read.

### 9. FirstNet Resolution

**Minutes:**

First Net has issued the Town a credit of \$1,154.44 (attached)

### 10. Warrant Articles

**Minutes:**

Warrant articles were reviewed and voted on.

Article A: To see if the Town will vote to raise and appropriate the sum of two hundred thousand dollars (\$200,000) for the purpose of road construction and paving of various roads in town. This is a non-lapsing appropriation pursuant to RSA 32:7 VI and will not lapse until December 31, 2027, whichever is sooner. (Majority Vote Required) (tax rate/1000 \$1.07)

C. Maynard made a motion to accept Article A as written, L. Parker seconded, motion passed.

Article B To see if the Town will vote to raise and appropriate the sum of Ten thousand dollars (\$10,000) to be added to the Highway Department Vehicle Capital Reserve Fund. (Majority Vote Required) (tax rate/1000 \$0.05)

L. Parker made a motion to accept Article B as written, C. Maynard seconded, motion passed.

Article C: To see if the Town will vote to raise and appropriate the sum of Ten thousand dollars (\$10,000) to be added to the Reevaluation Capital Reserve Fund. (Majority Vote Required) (tax rate/1000 \$0.05)

C. Maynard made a motion to accept Article C as written, L. Parker seconded, motion passed.

Article D: To see if the Town will vote to raise and appropriate the sum of Five thousand dollars (\$5,000) to be added to the Self-Contained Breathing Apparatus Capital Reserve Fund. (Majority Vote Required) (tax rate/1000 \$0.02)

C. Maynard made a motion to accept Article D as written, L. Parker seconded, motion passed.

Article E: To see if the Town will vote to raise and appropriate the sum of One thousand dollars (\$1,000) to be added to the Natural or Man-Made Disasters Capital Reserve Fund. (Majority Vote Required) (tax rate/1000 \$0.01)

L. Parker made a motion to accept Article E as written, C. Maynard seconded, motion passed.

Article F: To see if the Town will vote to raise and appropriate the sum of Twenty thousand dollars (\$20,000) to be added to the Fire Department Replacement Vehicle Capital Reserve Fund. (Majority Vote Required) (tax rate/1000 \$0.11)

L. Parker made a motion to accept Article F as written, C. Maynard seconded, motion passed.

Article G: To see if the Town will vote to raise and appropriate the sum of Ten thousand dollars (\$10,000) to be added to the Public Safety Complex Capital Reserve Fund. (Majority Vote Required) (tax rate/1000 \$0.05)

C. Maynard made a motion to accept Article G as written, R. Tufts-Keegan seconded, motion passed.

Article H: To see if the Town will vote to establish and appropriate Ten thousand dollars (\$10,000) for a medical equipment capital reserve fund for the purpose of purchasing new medical equipment for Middleton Fire and Rescue and name the Board of Selectmen as agents to expend. (Majority Vote Required) (tax rate/1000 \$0.05)

C. Maynard made a motion to accept Article H as modified, L. Parker seconded, motion passed.

Article I: To see if the Town will vote to raise and appropriate the sum of Forty-five thousand dollars (\$45,000) to purchase an air compressor for the Fire Department, with said funds to come from the unassigned fund balance as of December 31, 2022. (Majority Vote Required)

C. Maynard made a motion to accept Article I as written, L. Parker seconded, motion passed.

Article J: To see if the Town will vote to raise and appropriate the sum of Forty thousand dollars (\$40,000) to purchase a dump body and plow for highway truck, with said funds to come from the unassigned fund balance as of December 31, 2022. (Majority Vote Required)

C. Maynard made a motion to accept Article J as written, L. Parker seconded, motion passed.

Article K: To see if the Town will vote to raise and appropriate the sum of Eighty-four thousand eight hundred and eighty dollars (\$84,880) to hire and outfit two (2) new Per Diem hires at three (3) days a week at twenty dollars per hour (\$20.00/hr) from 6 AM to 6 PM, 12-hour shift, with said funds to come from the unassigned fund balance as of December 31, 2022. (Majority Vote Required)

C. Maynard made a motion to accept Article K as modified, L. Parker seconded, motion passed.

Article L: To see if the Town will vote to raise and appropriate the sum of Fifteen thousand dollars (\$15,000) to purchase a Automatic Compression Unit used in life saving situations for the Middleton Fire and Rescue, with said funds to come from the unassigned fund balance as of December 31, 2022. (Majority Vote Required)

C. Maynard made a motion to accept Article L as amended, L. Parker seconded, motion passed.

Article M: To see if the Town will vote to raise and appropriate the sum of Fifty thousand dollars (\$50,000) for the purpose of construction, drainage, and paving of the Old Town Hall Parking Lot, with said funds to come from the unassigned fund balance as of December 31, 2022. This is a non-lapsing appropriation pursuant to RSA 32:7 VI and will not lapse until December 31, 2028, whichever is sooner. (Majority Vote Required)

L. Parker made a motion to accept Article M as written, C. Maynard seconded, motion passed.

Article N: To see if the Town will vote to authorize the Selectmen to appoint a town treasurer in accordance with RSA 41:26-e, rather than electing a treasurer. (Majority Vote Required)

L. Parker made a motion to accept Article N as written, C. Maynard seconded, motion passed.

Article O: To see if the Town will vote to authorize the Board of Selectmen in accordance with RSA 41:11-a, to enter into multi-year lease agreements, on such terms and conditions as the Selectmen deem appropriate, for the construction of cellular communications facilities on portions of town owned real property located in the Tanglewood property. Such properties are specifically described as being portions of Map 7, Lot 23 OR Map 8, Lot 18. (Majority Vote Required)

L. Parker made a motion to accept Article O as written, C. Maynard seconded, motion passed.  
Article P: To see if the Town will vote to have the Town Clerk/Tax Collector be compensated at an hourly rate (\$22/hr) in accordance with RSA 41:25. (Majority Vote Required)  
C. Maynard made a motion to accept Article P as written, L. Parker seconded, motion passed.  
Article Q: To see if the Town will vote to return the following Town Property to the existing Town Forest under RSA 31:110, to be managed by the Town Conservation Commission under the provisions of RSA 31:112:11 and to authorize the placement of any proceeds which may accrue from said forest management into the conservation fund, which shall be allowed to accumulate from year to year as provided by RSA 31:113. (Majority Vote Required) Map 22 Lot 030  
Approximately 19.8 acres on Piper Mountain Road  
L. Parker made a motion to accept Article Q as amended, C. Maynard seconded, motion passed.

#### 11. BOS Budget

**Minutes:**

L. Parker made a motion to approved the BOS recommended operating budget without warrant articles or special projects in the amount of \$1,727,782.00, C. Maynard seconded, motion carried.

### New Business

#### 12. Primex Contact

**Minutes:**

R. Tufts-Keegan announced that moving forward Carol Long is the point of contact for all matters regarding Primex.

#### 13. Sweets Logging & Land Clearing Re: 55 Jordan Drive

**Minutes:**

Sweets Logging & Land Clearing is looking to use the Jordan Drive paper road for logging access. (see attached)

#### 14. Coskie Donation of Fire Retention Pond

**Minutes:**

Letters from Deputy Chief Eldridge to both the Coskie's and BOS attached.

### Public Comment

Dan Saliga: Would like explanation of First Net Credit. Attached email from First Net was read to better explain.

John Mullen: Had previously invited Strafford County Regional Planning to attend Feb 13th BOS meeting to go over what services they offer to the Town, however with the full agenda on the 13th he will move it to sometime in April.

Bonnie Gagnon: Voiced concerns over the dust created by potential logging trucks driving by her house.

Tracy Donovan-Laviolette: Wanted to know when the BOS was planning to hold Candidate's Night. Dates were discussed and it was decided to schedule for Thursday, February 23rd 6:30 PM at the Old Town Hall. Carol Long to invite candidates. R. Tufts-Keegan will moderate.

Questioned why the BOS didn't make an adjustment to the Town Clerk/Tax Collector to reflect two days a week instead of the current rate calculated at three days a week? R. Tufts-Keegan answered that we have no way of knowing who will be elected and how many days a week they will be open.

Wants a real update on cameras. It's been a year since they were discovered. C. Maynard responded the last time she reached out to the County was just before Christmas and she did not get any answers. She will reach out again.

Dan Saliga: Questioned if we should be reaching out to Attorney General or a higher up?

Dan Saliga: Is the Chief back to work yet? Is he working his 20 hrs? **Non-Public** Roxanne Tufts-Keegan responded nothing to report at this time

#### 15. Non-Public Session per RSA 91-A:3(C)

##### Minutes:

Motion made to enter into non-public session per RSA 91-A:3 II (c) at 8:20 PM by Christine Maynard, Roxanne Tufts-Keegan, seconded. Roll call vote to enter non-public session. Roxanne Tufts-Keegan, yes, Christine Maynard, yes, Laura Parker, yes.

Discussion and review of non-public minutes. L. Parker had gone through the prior years sealed minutes and found that any that named employees, ex-employees, or residents that were the topic could adversely affect their reputation, these were suggested to be re-sealed for 10 years. Any non-public minutes that related to tax issues, etc. would be re-sealed for 5 years.

There were 16 that L. Parker wanted the other board members to review as to whether they should be re-sealed or released. Ultimately there was one meeting where it was regarding the employee that board felt should be re-sealed 5 years. L. Parker added those minutes to the re-seal list. All the others regarding the school construction and safety, hiring, resignations etc. shall be unsealed and released.

Motion made by Christine Maynard to leave non-public session and return to public session at 8:35 PM. This motion was seconded by Laura Parker. All in favor. Motion passed.

R. Tufts-Keegan motions to re-seal the following non-public minutes for 10 years for reasons outlined: C. Maynard seconds, all in favor. • October 10, 2011, because the information likely would affect adversely the reputation of any person other than a member of this board. •

November 7, 2011, because the information likely would affect adversely the reputation of any person other than a member of this board. • March 12, 2012, because the information likely would affect adversely the reputation of any person other than a member of this board. • July 26, 2013, because the information likely would affect adversely the reputation of any person other than a member of this board. • April 7, 2014, because the information likely would affect adversely the



adversely the reputation of any person other than a member of this board. • November 14, 2016, because the information likely would affect adversely the reputation of any person other than a member of this board. • February 6, 2017, because the information likely would affect adversely the reputation of any person other than a member of this board. • June 12, 2017, because the information likely would affect adversely the reputation of any person other than a member of this board. • September 11, 2017, because the information likely would affect adversely the reputation of any person other than a member of this board. • September 25, 2017, because the information likely would affect adversely the reputation of any person other than a member of this board. • October 25, 2018, because the information likely would affect adversely the reputation of any person other than a member of this board. • April 22, 2019, because the information likely would affect adversely the reputation of any person other than a member of this board.

R. Tufts-Keegan motions to re-seal the following non-public minutes for 5 years per reason outlined: C. Maynard seconds, all in favor. • June 17, 2014, because the information likely would affect adversely the reputation of any person other than a member of this board. • June 23, 2014, because the information likely would affect adversely the reputation of any person other than a member of this board. • December 22, 2014, because the information likely would affect adversely the reputation of any person other than a member of this board. • April 6, 2015, because the information likely would affect adversely the reputation of any person other than a member of this board. • July 27, 2015, because the information likely would affect adversely the reputation of any person other than a member of this board. • June 13, 2016, because the information likely would affect adversely the reputation of any person other than a member of this board. • June 27, 2016, because the information likely would affect adversely the reputation of any person other than a member of this board. • November 14, 2016, because the information likely would affect adversely the reputation of any person other than a member of this board. • November 6, 2017, because the information likely would affect adversely the reputation of any person other than a member of this board.

R. Tufts-Keegan motions to unseal the non-public minutes from the dates below: C. Maynard seconds, all in favor. • March 26, 2012 • April 23, 2012 • March 25, 2013 • October 27, 2014 • April 27, 2015 • May 18, 2015 • October 5, 2015 • October 5, 2015 • November 9, 2015 • November 30, 2015 • December 7, 2015 • December 14, 2015 • March 27, 2017 • June 5, 2017 • August 14, 2017

## Adjournment

### 16. Motion to Adjourn

**Minutes:**

R. Tufts-Keegan motions to adjourn at 8:41 PM, C. Maynard seconds, all in favor.

**Next Meeting Monday, February 13th at 6:00 PM**



# Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

February 6, 2023

Director John C. Marasco  
NH Dept. of Safety, Division of Motor Vehicles  
23 Hazen Drive  
Concord, NH 03305

Re: Main contact in Middleton for the DMV Boat Registrations

On December 6, 2022 the Board of Selectmen appointed Roy Parece as Deputy Town Clerk/Tax Collector for the Town of Middleton.

The Board of Selectmen approve the appointment of Roy Parece as the Municipal Agent for the Town of Middleton for Boat Registrations.

Respectfully submitted,

\_\_\_\_\_  
Roxanne Tufts-Keegan, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Christine Maynard, Vice Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Laura Parker, Member

\_\_\_\_\_  
Date



REPORT FROM THE TOWN TREASURER TO BOARD OF SELECTMAN

Dec-22

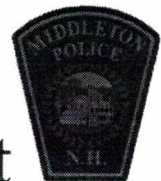
I have reviewed the information provided to me concerning the Town of Middleton's finances for the month of December 2022. To the best of my knowledge:

- All checks are in sequence and have been accounted for.
- All expenditures match those shown on the month's bank statement.
- All deposits match those shown on the month's bank statement.
- The bank statement balance was reviewed with no irregularities found.

All information has been organized and filed for year end review by the town's accountant. Enclosed please find a summary of all transactions for the month including expenditures, summary of deposits, and a summary of outstanding transactions.

Beginning bank statement balance	\$	300,037.15
Deposits	\$	1,656,403.78
total after deposits	\$	1,956,440.93
Service Charge		
Withdrawals	\$	1,453,082.22
Ending Bank Statement Balance	\$	503,397.33
Sweep Account	\$	329,385.31
Ending Balance	\$	832,782.64
Outstanding Checks	\$	307,071.55
	\$	525,711.09
Outstanding Deposits	total	
<hr/>		
Return Check		
Total Cash Available	\$	525,711.09
<hr/>		
Interest to Checking	\$	38.62
Interest to Sweep Account	\$	87.30
Police Department Revolving Fund		
\$	2.23	\$ 10,830.60
Ambulance Revolving Fund		
\$	5.09	\$ 24,790.56

Respectfully Submitted  
Sandra Bruedle  
Town Treasurer



# Middleton Police Department

182 Kings Highway, Middleton, NH 03887

Greg Cooper

Chief of Police

Dispatch (603)-473-8288 Office: (603)-473-8548 Fax: (603)-473-8204

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**To: Board of Selectmen**

**From: Acting Chief Swift**

**Date: 01/18/23**

**Re: Resignation**

**Cc: Chief Cooper**

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To the board of Selectmen,

Please accept this letter of resignation to take effect on Wednesday, February 1<sup>st</sup> 2023.

Jonathan Swift

Carol FYI

## Kathryn Toussaint

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**From:** MACKENNA, KEVIN J <km9238@att.com>  
**Sent:** Wednesday, February 1, 2023 3:44 PM  
**To:** Kathryn Toussaint  
**Cc:** TARDIFF, LACEY; MARCHANT, ALYSSA  
**Subject:** FW: Firstnet Resolution

Hi Catherine,

It was a pleasure to speak with you today and understand all the movement going on at the Police Department. Based on recent organizational changes Nicole Forcier is no longer handling the account so I will be your point of contact for now. I've also copied Lacey Tardiff and Alyssa Marchant who are also part of the New Hampshire Team if you can't reach me.

Per the string below, this was the credit applied to your BAN or Billing Account Number. **\$164.92 (4 lines) X 7 months = \$1,154.44** which was the balance due as payments were stopped as of July-2022

AT&T Mobility Account **287299620580 TOWN OF MIDDLETON POLICE DEPARTMENT**

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**From:** MACKENNA, KEVIN J  
**Sent:** Friday, January 13, 2023 2:42 PM  
**To:** Jon Swift <jswift@middletonnh.gov>  
**Subject:** RE: Firstnet Resolution

Chief Swift,

This week the account was credited \$1,154.44 which should post to your BAN or Billing Account Number as early as today with your balance being \$0.00.

Also, I set up a call with Kelly and one of our APN engineers to walk him through. Kelly was able to make the needed changes which were pretty straightforward but they were going to test to make sure the network was seeing everything correctly.

Thanks Kevin

**Kevin MacKenna**  
FirstNet Mobility Specialist  
M: 781-479-3676  
E: [km9238@att.com](mailto:km9238@att.com)

**From:** PARKE, TIMOTHY <tp6630@att.com>  
**Sent:** Friday, January 13, 2023 1:53 PM  
**To:** FORCIER, NICOLE <nf3967@att.com>  
**Cc:** MACKENNA, KEVIN J <km9238@att.com>; KOUTSIS, KATHRYN <kk991u@att.com>  
**Subject:** RE: Clarify -TOWN OF MIDDLETON POLICE DEPARTMENT

Team –

The \$1,154.44 in credits have posted to the BAN. The balance due is zero, and we're in agreement the customer is responsible for charges going forward from January 2023.

**Town of Middleton 2022**

**Check Register**

**For the Period From Jan 1, 2022 to Dec 31, 2022**

Filter Criteria includes: 1) Vendor ID's from AT4:59 PM MOBILITY to AT4:59 PM MOBILITY. Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
021470	1/24/22	AT&T Mobility	1001-00-000	164.82
021615	2/28/22	AT&T Mobility	1001-00-000	165.02
021816	5/2/22	AT&T Mobility	1001-00-000	329.84
021895	5/31/22	AT&T Mobility	1001-00-000	164.92
022025	7/5/22	AT&T Mobility	1001-00-000	164.92
<b>Total</b>				<b>989.52</b>



# MIDDLETON FIRE RESCUE

192 Kings Highway Middleton, NH 03887  
Phone: (603) 473-2750 Fax: (603) 473-8344

January 22, 2023

Mr. & Mrs. Coskie  
117 New Portsmouth Road  
Middleton, NH 03887

Mr. & Mrs. Coskie,

After meeting with you regarding your interest in the installation of a dry hydrant on your property it's the fire department's recommendation that it be installed approximately 15 ft. in from your driveway turn around. The pipe should extend into the pond approximately 50-60 ft. to allow the barrel strainer to be in adequate water to draft.

This installation would consist of 8" PVC pipe with an 8" barrel strainer into the pond, pipe to be installed with no more than a 10ft vertical lift from the pond. The strainer should be at a minimum of depth of 4ft of water.

Once the pipe breaks the ground it should be no higher than 24" from the ground with the installation of a 6" swivel Kochek female dry hydrant adapter with elbow and plug installed. The installation of a dry hydrant sign must be installed directly beside the location.

The fire department is reaching out to Everett J Prescott Inc., located in Concord to assist the home owner with the estimate for the cost of the project.

Any other questions or concerns please feel free to reach out to me by email:  
[eldridge\\_mfr@yahoo.com](mailto:eldridge_mfr@yahoo.com) or by cell (603) 998-0242

Respectfully Submitted,

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Jeffrey A. Eldridge, Deputy Chief  
Middleton Fire Rescue



# MIDDLETON FIRE RESCUE

192 Kings Highway Middleton, NH 03887  
Phone: (603) 473-2750 Fax: (603) 473-8344

January 22, 2023

Town of Middleton  
Attn: Board of Selectman

To the Middleton Board of Selectman,

Anthony & Joann Coskie are working towards a conservation easement agreement with the Forest Society. Because of the large areas of forested lands surrounding them and because of their location, they want to install a dry hydrant into their pond.

Mr. & Mrs. Coskie reached out to us to get information on the proper way to install the hydrant. The Middleton Fire Department asked to be granted full access to the hydrant in the event of the need for water to fight any fires in the area, to which they agreed.

The dry hydrant will be installed by a competent company and at the full expense of Mr. & Mrs. Coskie.

Any other questions or concerns please feel free to reach out to me by email:  
[eldridge\\_mfr@yahoo.com](mailto:eldridge_mfr@yahoo.com) or by cell (603) 998-0242

Respectfully Submitted,

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Jeffrey A. Eldridge, Deputy Chief  
Middleton Fire Rescue

Nonpublic Session Minutes  
Middleton, NH

Date: 3/26/12

Members Present: Todd LaPierre Y  
Terri Laughy Y  
Jonathan Hotchkiss Y

Unsealed  
2/6/23

Motion to enter Nonpublic Session made by Todd

Specific Statutory Reason cited as foundation for the

       RSA 91-A:3, II (a) *The dismissal, promotion, or co  
disciplining of such employee, or the investigation of a  
employee affected (1) has a right to a public meeting, c  
which case the request shall be granted.*

       RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

  X   RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the  
reputation of any person, other than a member of this board, unless such person requests an open  
meeting. This exemption shall extend to include any application for assistance or tax abatement or  
waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

       RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property  
which, if discussed in public, would likely benefit a party or parties whose interests are adverse to  
those of the general community.*

       RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been  
threatened in writing or filed against this board or any subdivision thereof, or against any member  
thereof because of his or her membership therein, until the claim or litigation has been fully  
adjudicated or otherwise settled*

       RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of  
emergency functions, including training to carry out such functions, developed by local or state  
safety officials that are directly intended to thwart a deliberate act that is intended to result in  
widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session: Todd LaPierre Y N  
Terri Laughy Y N  
Jonathan Hotchkiss Y N

Remove public meeting tape (if applicable).

Entered nonpublic session at 8:42 a.m./p.m.

Other persons present during nonpublic session: Randy Sobel, Police Chief, Timothy Brown, Police Sargent, Pamela Frazier, Selectmen's Secretary

Description of matters discussed and final decisions made: \_\_\_\_\_

1. Informed BOS of initial thoughts about merger potential with Farmington PD. Subject also being broached in Farmington. BOS gave blessing and, if Farmington is interested, gave Randy & Tim permission to pursue. BOS willing to jump in when Randy things is timely.
2. Likely candidates discusses for 4<sup>th</sup> Full Time Officer. Jason Durrance currently on New Durham force is of interest. No internal interest in position. No final decisions until DRA gives Warrant Article clearance.

**Note:** Under RSA 91-A:3, III. *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.*

**Motion made to seal these minutes?** If so, motion made by Terri, seconded by Jonathan, because it is determined that divulgence of this information likely would...

- Affect adversely the reputation of any person other than a member of this board  
 Render a proposed action ineffective  
 Pertains to preparation or carrying out of actions regarding terrorism

**Roll Call Vote to seal minutes:**

Todd LaPierre	<u>Y</u>	N
Terri Laughy	<u>Y</u>	N
Jonathan Hotchkiss	<u>Y</u>	N

**Motion:** PASSED / DID NOT PASS (circle one)

**Motion to leave nonpublic session** and return to public session by Terri, seconded by Jonathan.

**Motion:** PASSED / DID NOT PASS (circle one)

**Nonpublic meeting tape removed, public meeting tape replaced** (if applicable).

**Public session reconvened** at 9:18 a.m./p.m.

**These minutes recorded by:** Pamela Frazier



**Nonpublic Session Minutes  
Town of Middleton**

**Date:** 4/23/12

**Members Present:** Todd LaPierre        X    
Terri Laughy                        X    
Jon Hotchkiss                       X  

**Motion to enter Nonpublic Session** made by Terri seconded by Jon

**Specific Statutory Reason** cited as foundation for the nonpublic session:

       RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

       RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

  X   RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

       RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

       RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

       RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

**Roll Call vote** to enter nonpublic session:

Todd LaPierre	<u>  Y  </u>	N
Terri Laughy	<u>  Y  </u>	N
Jonathan Hotchkiss	<u>  Y  </u>	N

**Remove public meeting tape** (if applicable).

**Entered nonpublic session** at 8:55 a.m./p.m.

Other persons present during nonpublic session: Pamela Frazier, Kathleen Laughy

Description of matters discussed and final decisions made: Position switch discussed between Pam and Kathy. Written descriptions presented by each read and discussed. Budget reviewed to cover Kathy @ \$13/hr and Pam@\$15/hr with Pam working 2 days as Deputy ssbk and 1 day as Assessing Clerk. The 2 days would be for special BOS projects and to further train Kathy as ssbk. Kathy felt no further training needed and wanted Pam's time as deputy to be at lower salary than her's.

No conclusions drawn and was decided to put off decision until the next week when 4/23/12 BOS meeting was being continued anyway.

**Note:** Under RSA 91-A:3, III. *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.*

**Motion made to seal these minutes?** If so, motion made by Terri, seconded by Jon, because it is determined that divulgence of this information likely would...

- Affect adversely the reputation of any person other than a member of this board
- Render a proposed action ineffective
- Pertains to preparation or carrying out of actions regarding terrorism

**Roll Call Vote to seal minutes:**

Todd LaPierre	<u>Y</u>	N
Terri Laughy	<u>Y</u>	N
Jonathan Hotchkiss	<u>Y</u>	N

**Motion: PASSED / DID NOT PASS** (circle one)

**Motion to leave nonpublic session** and return to public session by Terri, seconded by Jon.

**Motion: PASSED / DID NOT PASS** (circle one)

**Nonpublic meeting tape removed, public meeting tape replaced** (if applicable).

**Public session reconvened** at 9:43 a.m./p.m.

**These minutes recorded by:** Pamela Frazier

Nonpublic Session Minutes  
Middleton, NH

Date: 3/25/13

Members Present: Terri Laughy ✓  
Jon Hotchkiss ✓  
Joe Bailey ✓

Motion to enter Nonpublic Session made by \_\_\_\_\_ seconded by \_\_\_\_\_

Specific Statutory Reason cited as foundation for the nonpublic session:

✓ RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

\_\_\_\_\_ RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

✓ RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

✓ RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

\_\_\_\_\_ RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

\_\_\_\_\_ RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session:	Terri Laughy	Y	N
	Jonathan Hotchkiss	Y	N
	Joseph Bailey	Y	N

Remove public meeting tape (if applicable).

Entered nonpublic session at 8:36 a.m./p.m.

Other persons present during nonpublic session: Chief Sobel, Sgt Brown  
Pam Frayer

much discussion about wages  
resignations etc.

Description of matters discussed and final decisions made: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note:** Under RSA 91-A:3, III. *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.*

**Motion made to seal these minutes?** If so, motion made by Jon Hotchkiss, seconded by Joe Bailey because it is determined that divulgence of this information likely would...

- Affect adversely the reputation of any person other than a member of this board
- Render a proposed action ineffective
- Pertains to preparation or carrying out of actions regarding terrorism

**Roll Call Vote to seal minutes:**

Terri Laughy	<u>Y</u>	N
Jon Hotchkiss	<u>Y</u>	N
Joe Bailey	<u>Y</u>	N

**Motion:** PASSED / DID NOT PASS (circle one)

**Motion to leave nonpublic session and return to public session** by Jon Hotchkiss, seconded by Joe Bailey.

**Motion:** PASSED / DID NOT PASS (circle one)

**Nonpublic meeting tape removed, public meeting tape replaced** (if applicable).

**Public session reconvened at** 9:31 a.m./p.m.

**These minutes recorded by:** \_\_\_\_\_

Nonpublic Session Minutes  
Town of Middleton

Date: Oct 27, 2014

Members Present: Jonathan B. Hotchkiss ✓  
Joe Bailey ✓  
Michael Schwarz ✓

Motion to enter Nonpublic Session made by J Bailey seconded by M Schwarz

Specific Statutory Reason cited as foundation for the nonpublic session:

       RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

       RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

       RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

       RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

       RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session: Jonathan B. Hotchkiss (Y) N  
Joe Bailey (Y) N  
Michael Schwarz (Y) N

Remove public meeting tape (if applicable).

Entered nonpublic session at 7:04 a.m./p.m.

Other persons present during nonpublic session: Chauvin B. Meinos

Description of matters discussed and final decisions made: Cell Tower Property.  
Can wait till march meeting, or lease the property from  
school. or when and if we lease - give them a portion  
of the proceeds. Another option is moving the location  
of tower to corner of municipal property. Roger  
maius will talk to Verizon on waiting til march.

**Note:** Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

**Motion made to seal these minutes?** If so, motion made by J Bailey, seconded by M Schwarz, because it is determined that divulgence of this information likely would...

- Affect adversely the reputation of any person other than a member of this board
- Render a proposed action ineffective
- Pertains to preparation or carrying out of actions regarding terrorism

**Roll Call Vote to seal minutes:**

Jonathan B. Hotchkiss	<input checked="" type="radio"/>	Y	<input type="radio"/>	N
Joe Bailey	<input checked="" type="radio"/>	Y	<input type="radio"/>	N
Michael Schwarz	<input checked="" type="radio"/>	Y	<input type="radio"/>	N

**Motion: PASSED / DID NOT PASS** (circle one)

**Motion to leave nonpublic session** and return to public session by J Bailey, seconded by M Schwarz.

**Motion: PASSED / DID NOT PASS** (circle one)

**Nonpublic meeting tape removed, public meeting tape replaced** (if applicable).

**Public session reconvened** at 7:38 a.m./p.m.

**These minutes recorded by:** J Paule

Nonpublic Session Minutes  
Town of Middleton

Date: April 27, 2015

Members Present: Jonathan B. Hotchkiss ✓  
Joe Bailey ✓  
Michael Schwarz ✓

Motion to enter Nonpublic Session made by J Hotchkiss seconded by M Schwarz

Specific Statutory Reason cited as foundation for the nonpublic session:

\_\_\_ RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

\_\_\_ RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

\_\_\_ RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

\_\_\_ RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

\_\_\_ RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

\_\_\_ RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session: Jonathan B. Hotchkiss (Y) N  
Joe Bailey (Y) N  
Michael Schwarz (Y) N

Remove public meeting tape (if applicable).

Entered nonpublic session at 7<sup>32</sup> a.m./p.m.

Other persons present during nonpublic session: R. Sobel, L. Paulel

Description of matters discussed and final decisions made: Randy submitted a summary of Tim Browns investigation on the bid  
speculations of school project. Charles Therriault  
came forward stating school bids were done wrong.  
BOS are going to wait till the minutes from the non-public  
school board meeting are opened (60 days). Then BOS  
will review minutes and summary and if there is  
some suspicion of wrong doing the BOS will contact  
AG's office.

**Note:** Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

**Motion made to seal these minutes?** If so, motion made by J Hotchkiss, seconded by M. Schwartz, because it is determined that divulgence of this information likely would...

- Affect adversely the reputation of any person other than a member of this board
- Render a proposed action ineffective
- Pertains to preparation or carrying out of actions regarding terrorism

**Roll Call Vote to seal minutes:**

Jonathan B. Hotchkiss	<u>Y</u>	N
Joe Bailey	<u>Y</u>	N
Michael Schwarz	<u>Y</u>	N

**Motion:** PASSED / DID NOT PASS (circle one)

**Motion to leave nonpublic session and return to public session by** J Hotchkiss, seconded by M. Schwartz.

**Motion:** PASSED / DID NOT PASS (circle one)

**Nonpublic meeting tape removed, public meeting tape replaced (if applicable).**

**Public session reconvened at** 7:46 a.m./p.m.

**These minutes recorded by:** J. Pauer



Nonpublic Session Minutes  
Town of Middleton

Date: May 18, 2015

Members Present: Jonathan B. Hotchkiss ✓  
Joe Bailey ✓  
Michael Schwarz \_\_\_\_\_

Motion to enter Nonpublic Session made by J Hotchkiss seconded by J Bailey

Specific Statutory Reason cited as foundation for the nonpublic session:

RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session:	Jonathan B. Hotchkiss	Y	N
	Joe Bailey	Y	N
	Michael Schwarz	Y	N

Remove public meeting tape (if applicable).

Entered nonpublic session at 8:15 a.m./p.m.

Other persons present during nonpublic session: Joe Bailey, Jon Hotchkiss, Sam Morrill

Resignation of Fire Chief Sam Morrill effective June 30, 2015

Description of matters discussed and final decisions made: \_\_\_\_\_

**Note:** Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

**Motion made to seal these minutes?** If so, motion made by Jon Hotchkiss, seconded by Joe Bailey, because it is determined that divulgence of this information likely would...  
 Affect adversely the reputation of any person other than a member of this board  
 Render a proposed action ineffective  
 Pertains to preparation or carrying out of actions regarding terrorism

**Roll Call Vote to seal minutes:**

Jonathan B. Hotchkiss	<input checked="" type="radio"/>	N
Joe Bailey	<input checked="" type="radio"/>	N
Michael Schwarz	<input type="radio"/>	N

**Motion:**  PASSED /  DID NOT PASS (circle one)

**Motion to leave nonpublic session** and return to public session by Jon Hotchkiss, seconded by Joe Bailey.

**Motion:**  PASSED /  DID NOT PASS (circle one)

**Nonpublic meeting tape removed, public meeting tape replaced** (if applicable).

**Public session reconvened** at 8:46 a.m./p.m.

**These minutes recorded by:** Joseph Bailey

**Nonpublic Session Minutes  
Town of Middleton**

Date: 10-5-15

Members Present: Joe Bailey ✓  
Michael Schwarz ✓  
Jonathan B. Hotchkiss ✓

Motion to enter Nonpublic Session made by M. Schwarz seconded by J Hotchkiss

Specific Statutory Reason cited as foundation for the nonpublic session:

RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session:

Joe Bailey	<u>Y</u>	N
Michael Schwarz	<u>Y</u>	N
Jonathan B. Hotchkiss	<u>Y</u>	N

Remove public meeting tape (if applicable). done

Entered nonpublic session at 8:01 a.m./p.m.

Other persons present during nonpublic session: L. Paulen, T. Brown.

Description of matters discussed and final decisions made: Secretary positions. only one internal. posted externally. hockey Paquay applied and is qualified. readdress pay rate in 6 months. 5 hrs Monday. 13 hours a week @ current rate.

**Note:** Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

**Motion made to seal these minutes?** If so, motion made by J. Hotchkiss, seconded by M. Schwarz, because it is determined that divulgence of this information likely would...

- Affect adversely the reputation of any person other than a member of this board
- Render a proposed action ineffective
- Pertains to preparation or carrying out of actions regarding terrorism

**Roll Call Vote to seal minutes:**

Joe Bailey	<input checked="" type="radio"/>	N
Michael Schwarz	<input checked="" type="radio"/>	N
Jonathan B. Hotchkiss	<input checked="" type="radio"/>	N

**Motion:** PASSED / DID NOT PASS (circle one)

**Motion to leave nonpublic session** and return to public session by J. Hotchkiss, seconded by M. Schwarz.

**Motion:** PASSED / DID NOT PASS (circle one)

**Nonpublic meeting tape removed, public meeting tape replaced** (if applicable).

**Public session reconvened** at 8:24 a.m./p.m.

**These minutes recorded by:** \_\_\_\_\_

**Nonpublic Session Minutes  
Town of Middleton**

Date: 10.5.15

Members Present: Joe Bailey   
Michael Schwarz   
Jonathan B. Hotchkiss

Motion to enter Nonpublic Session made by J Bailey seconded by M Schwarz

Specific Statutory Reason cited as foundation for the nonpublic session:

RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session:

Joe Bailey	<input checked="" type="radio"/>	N
Michael Schwarz	<input checked="" type="radio"/>	N
Jonathan B. Hotchkiss	<input checked="" type="radio"/>	N

Remove public meeting tape (if applicable).

Entered nonpublic session at 8:11 a.m./p.m.

Other persons present during nonpublic session: \_\_\_\_\_

Description of matters discussed and final decisions made: Part-time opening have a candidate from Milton - has potential. 1 year probationary period. Subject to hiring process - bring on part-time - 24-28 hours per week - Pat memullen?

*Note: Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.*

**Motion made to seal these minutes?** If so, motion made by J. Hotchkiss, seconded by m. Schwarz, because it is determined that divulgence of this information likely would...

- Affect adversely the reputation of any person other than a member of this board
- Render a proposed action ineffective
- Pertains to preparation or carrying out of actions regarding terrorism

**Roll Call Vote to seal minutes:**

Joe Bailey	<input checked="" type="radio"/>	N
Michael Schwarz	<input checked="" type="radio"/>	N
Jonathan B. Hotchkiss	<input checked="" type="radio"/>	N

**Motion:** PASSED / DID NOT PASS (circle one)

**Motion to leave nonpublic session** and return to public session by J. Hotchkiss, seconded by m. Schwarz.

**Motion:** PASSED / DID NOT PASS (circle one)

**Nonpublic meeting tape removed, public meeting tape replaced** (if applicable).

**Public session reconvened at** 8:20 a.m./p.m.

**These minutes recorded by:** L. Paule

**Nonpublic Session Minutes  
Town of Middleton**

Date: 11/9/15

Members Present: Joe Bailey   
Michael Schwarz   
Jonathan B. Hotchkiss

Motion to enter Nonpublic Session made by J Hotchkiss seconded by M Schwarz

Specific Statutory Reason cited as foundation for the nonpublic session:

RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session: Joe Bailey  N  
Michael Schwarz  N  
Jonathan B. Hotchkiss  N

Remove public meeting tape (if applicable).

Entered nonpublic session at 7:35 a.m.  p.m.

Other persons present during nonpublic session: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Description of matters discussed and final decisions made: \_\_\_\_\_  
Attached  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note:** Under RSA 91-A:3, III. *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.*

**Motion made to seal these minutes?** If so, motion made by J Hotchkiss, seconded by M Schwarz, because it is determined that divulgence of this information likely would...  
 Affect adversely the reputation of any person other than a member of this board  
 Render a proposed action ineffective  
 Pertains to preparation or carrying out of actions regarding terrorism

**Roll Call Vote to seal minutes:**

Joe Bailey	<input checked="" type="radio"/>	N	1 year
Michael Schwarz	<input checked="" type="radio"/>	N	
Jonathan B. Hotchkiss	<input checked="" type="radio"/>	N	

**Motion:** PASSED / DID NOT PASS (circle one)

**Motion to leave nonpublic session** and return to public session by J Hotchkiss, seconded by M Schwarz.

**Motion:** PASSED / DID NOT PASS (circle one)

**Nonpublic meeting tape removed, public meeting tape replaced** (if applicable).

**Public session reconvened** at 7:56 a.m./p.m.

**These minutes recorded by:** J Pauer



11-<sup>09</sup>~~00~~-15

Non-Public Per RSA 91-A:3 II I @ 7:35 PM.

J. Bailey, J. Hotchkiss, M. Schwarz present. T. Brown & L. Parker present.

T. Brown speaks regarding the panic button alarm system is not working. Alarm system is having several errors. T. Brown called the company, getting voicemail. Should we repair or have someone else come in an look at the system. New system would cost approx. \$2800.00. J. Hotchkiss asked if we are currently under a contract with the current company, there is no contract right now. Right now there is no alarm system to protect the building. J. Hotchkiss asked for the proposal. T. Brown does not have the written proposal. He would like the board to approve not to exceed \$3000.00. J. Hotchkiss motion to approve up to \$3000.00 through Burns, M. Schwarz seconds, all in favor. T. Brown will contact the company to set up installation.

**Nonpublic Session Minutes  
Town of Middleton**

Date: Dec 14, 2015

Members Present: Joe Bailey   
Michael Schwarz   
Jonathan B. Hotchkiss AB

Motion to enter Nonpublic Session made by Schwarz seconded by Bailey

Specific Statutory Reason cited as foundation for the nonpublic session:

RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session:

Joe Bailey	<input checked="" type="radio"/>	N
Michael Schwarz	<input checked="" type="radio"/>	N
Jonathan B. Hotchkiss	<input type="radio"/>	<del>N</del>

Remove public meeting tape (if applicable).

Entered nonpublic session at 7:14 a.m./p.m.

Other persons present during nonpublic session: Attached

Description of matters discussed and final decisions made:

**Note:** Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

**Motion made to seal these minutes?** If so, motion made by Schwarz, seconded by Bailey, because it is determined that divulgence of this information likely would...  
 Affect adversely the reputation of any person other than a member of this board  
 Render a proposed action ineffective  
 Pertains to preparation or carrying out of actions regarding terrorism

**Roll Call Vote to seal minutes:**

Joe Bailey	<u>Y</u>	N
Michael Schwarz	<u>Y</u>	N
Jonathan B. Hotchkiss	<u>Y</u>	<u>N</u>

**Motion:** PASSED / DID NOT PASS (circle one)

**Motion to leave nonpublic session** and return to public session by M. Schwarz, seconded by J. Bailey.

**Motion:** PASSED / DID NOT PASS (circle one)

**Nonpublic meeting tape removed, public meeting tape replaced** (if applicable).

**Public session reconvened** at 7:59 a.m./p.m.

**These minutes recorded by:** L. Parker

Non-Public Per RSA 91-A:3 II a @ 7:14 PM.

J. Bailey, M. Schwarz, T. Brown, & L. Parker present.

Discussion on new officer Patrick McMullen. T. Brown spoke with Chief Sobel before calling this meeting. T. Brown does not feel he is working out. Paperwork is taking triple the time to complete. Officer McMullen went on a domestic call and did not remove firearms that he knew they were in the house which is not protocol. T. Brown would like to offer the officer to resign, if not he would like to relieve him of his duties. This position will be filled by Officer McNeil who is now available to work more. M. Schwarz motions to allow the police to offer resignation or termination. J. Bailey seconds, all in favor. M. Schwarz will attend the meeting with McMullen.

Meeting adjourned @ 7:33 pm

Town of Middleton  
Board of Selectmen Non-Public Meeting  
March 27, 2017

Called to order at 8:40 P.M

BOS Members Present: J. Hotchkiss, M. Schwarz, J. Bailey

Rick Washburn, Ed Brannan, Robe Page, Pete Masse, Paul Barron

Rick Washburn starts the meeting with his concerns that the Highway Crew is not happy with the 2% raises the town approved. He feels that this is a slap in the face. He know in the past that other department have received raises that the townspeople did not approved. He wants the board to understand the talent that he has in the crew and you are not going to get that kind of experience or dedication just anywhere. He advised that they are looking for other jobs. They have been offered other jobs in the past for more money and turned them down because they were dedicated to Middleton. The townspeople appreciated all their hard work and dedication but don't want to pay them for it. Dedication does not pay bills. The want people to know all the time they are away from their families etc. to be here and not being compensated for it. Rick questions why the BOS did not stand up for them and defend their budget at town meeting. The highway crew wants the BOS to make it right. BOS agrees to work on a step plan that will be allowed through legal. J. Hotchkiss suggest looking at the longevity and the on-call pay. E Brannan mentions that 2-4% is an average raise. They barely get 1% each year. Board will review options and follow up with the highway department.

Meeting adjourned at 9:29 PM

Respectfully submitted by:

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Laura Parker, BOS Secretary



Other persons present during nonpublic session: L. Paule

Description of matters discussed and final decisions made: Discussion on who has access to Police Cameras. According to Burns Security (Tim Burns) the only one who has administrative log-in information is Tim Brown. They are not able to help us with cameras without log-in info. Blodgett asked Tim Brown for the info and he denies having any user name or password. Board wants cameras shut off until this can be resolved. Maybe replace with a homeland Security Grant?

**Note:** Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

**Motion made to seal these minutes?** If so, motion made by J. Hotchkiss, seconded by J. Caliri, because it is determined that divulgence of this information likely would...  
 Affect adversely the reputation of any person other than a member of this board  
 Render a proposed action ineffective  
 Pertains to preparation or carrying out of actions regarding terrorism

**Roll Call Vote to seal minutes:**

Jonathan B. Hotchkiss	<u>Y</u>	N
Joe Bailey	<u>Y</u>	N
John Caliri	<u>Y</u>	N

**Motion:** PASSED / DID NOT PASS (circle one)

**Motion to leave nonpublic session** and return to public session by J. Hotchkiss, seconded by J. Caliri.

**Motion:** PASSED / DID NOT PASS (circle one)

**Nonpublic meeting tape removed, public meeting tape replaced** (if applicable).

**Public session reconvened** at 8:28 a.m./p.m.

**These minutes recorded by:** J. Paule

Town of Middleton  
Board of Selectmen Non-Public Meeting  
August 14, 2017

Called to order at 6:04 P.M

BOS Members Present: J. Hotchkiss, J. Bailey, J. Caliri

Larry Chilson has come to the board regarding his tax agreement that was up on August 7<sup>th</sup>. He is asking for an additional 3 months to finalize the paperwork with the bank for refinancing. He is asking for the new agreement to state he will only keep current taxes current and once the refinancing is complete he will be paying all the old taxes in full. L. Parker will write up a new agreement for all to sign. Follow up visit on November 7<sup>th</sup>.

J. Hotchkiss motions to enter into this new agreement effective till November 7, 2017. J. Caliri seconds, all in favor.

Meeting adjourned 6:12 PM.

Respectfully submitted by:

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Laura Parker, BOS Secretary



~~11-30-15~~  
11-30-15

Non-Public per RSA 91-A: 3 II I @ 7:38 PM.

J. Bailey, J. Hotchkiss, M. Schwarz present. T. Brown, B. Lawrence & L. Parker present.

Roll call vote.

L. Parker received permission from all at table to record meeting. Minutes will be sealed and kept with town clerk and also in the joint loss minutes.

Purpose of the meeting is to discuss safety concerns with the construction of the new school. T. Brown asked if the letter to Mr. Welford was mailed. L. Parker stated it is to go out tomorrow. T. Brown asked to review letter to make sure the items he drafted in his letter are referenced. RSA's etc. School is required by law to complete the school plan. T. Brown suggests building an emergency plan that any first responder first on scene can follow. T. Brown suggests that all fire members should be CPR/First Aid certified. B. Lawrence states that he can ask the member who want to be certified but does not feel he should mandate someone to be medical personnel. T. Brown retrieved his drafted letter and RSA in reference. J. Hotchkiss suggest that both letters should be combined and sent to the superintendent. T. Brown read aloud the letter he drafted. Copy of the draft was provided to Fire Chief B. Lawrence. Discussion on the windows at the school, concerns with size for second egress. Are the windows good sizes for using as an evacuation? J. Bailey states if the building is being built to the current state required guidelines, then if we choose to make the changes is this a battle the town would lose. T. Brown does not think that when the plans changed for the school building to be moved forward that the plans were not send back for approval. T. Brown does not feel that an officer in full gear would fit through the windows if needed. Safety committee would like to see at least one window per wing changed to kick out full windows. Discussion on the steepness of the grade that has changed along Kings Highway. Concerns with two way traffic, if an accident occurs, the car could go down the embankment into the school, guardrail recommended. Next issue was the gate on the left side of the building is currently to be only 4 foot. This is the playground area. Recommendation would be a two gated opening. There are also concerns with the slope on that side of the building there should be a 3 to 1 slope. This slope is going down to the playground. Discussion on the location of propane tanks located in the rear of the building. B. Lawrence spoke about School Board asking why anyone would need to be behind the building. B. Lawrence put a call out to the state Fire Marshal's office for their opinion. J. Hotchkiss spoke about Homeland Security walked the site and was concerned about several things. B. Lawrence stated he talked to Shane at CCI, the architect and the school board about the propane tank. The architect says that if they are put in the opposite direction they can be further from the building. J. Bailey states that these propane tanks need to be at least 25 feet from the building because of the gallons of tanks per code book. B. Lawrence stated that the changed would make them 20-25 feet away from the building. This would allow a vehicle to be driven behind the building. According to B. Lawrence he is under the impression that more fill is being added. T. Brown asked about the water supply at the site. There is 3000 gallons. You would need 2500 gallons per minute. There is a tanker task force that would be called in. There is no exterior pump on the cisterns. B. Lawrence stated there will be propane training. M. Schwarz mentions concerns with the evacuation route if propane leak. T. Brown questions that the code enforcement officer is also a member of the school board. T. Brown suggests calling the Fire Marshalls

office and request that they take over the code enforcement. Board agrees that J. Mammone inspection that building is a conflict. T. Brown also states that code says two forms of ingress / egress from both directions. Does the school meet that code? RSA 155:1 states that the town can set bylaws for assembly. T. Brown spoke to J. Mullen about any existing bylaws. J. Mullen did not know of any. If there are no bylaws then the selectmen shall make regulations. Board believes that the building meet standard codes, but in today's society does it meet above standard codes for safety. They building should have three acres for the building to be on, do they? May need an variance. J. Hotchkiss states we should send out the letter that T. Brown drafted stating the RSA's and concerns. J. Hotchkiss fees that first we send the letter and also contact Homeland Security to see when the Fire Marshall can be here. J. Bailey feels when they are available all members should be available to meet as well. J. Bailey also thinks that if the board needs to make by laws then there should be a policy book for the town where this would be included. T. Brown started looking around for by laws from other towns. T. Brown suggest if the board is looking at creating by laws for assembly, then possible ask J. Mullen from the planning board since they are currently going over all there ordinances. T. Brown also suggests contacting the town insurance company and seeing if they will come do a walk through to address any and all safety concerns they may see. The insurance company would have an invested interest in it. Homeland security also has a safety school team. They can only recommend they cannot enforce. J. Bailey feels that we need to work together so there are not several different calls to the same people. Also in the letter will address the trees in the rear of the building and safety for first responders. Discussion on the issue of the buses and how the drop off/ pick up will be conducted. Concerns are with cars passing through while busses are dropping off.

J. Hotchkiss suggests sending a copy of the letter to all interested parties. Send a copy to School Board, Police Dept. Highway, & Fire Dept. Not to send to Kingswood as they are not involved as of yet.

T. Brown states the two things that have to be done within the next 9 months are list of crisis's we could have and complete the response plan. J. Bailey listed action items that need to be completed. M. Schwarz is contacting Homeland Security. B. Lawrence will speak with the Fire Marshall. L. Parker will contact the insurance company. The Board will work on the administrative rules. Next Monday night we will schedule another non-public to see where everyone is at with the action plan. L. Parker will make a committee email chain. J. Bailey will look into guidelines from other towns. T. Brown suggested talking to LGC on the rules.

J. Hotchkiss motions to leave non-public at 8:03 pm, M. Schwarz seconds, All in favor.

~~12-7-15~~  
12-7-15

Non-Public Per RSA 91-A:3 II i @ 7:00 PM.

J. Bailey, J. Hotchkiss, M. Schwarz, T. Brown, B. Lawrence & L. Parker present.

Letter was sent to Welford. Homeland Security will get back to us for a meeting next month. B. Lawrence heard from the Fire Marshalls office, Propane tanks have been relocated out behind the building. Fire Marshall states the 25 feet distance is alright. T. Brown brought up water supply concern. B. Lawrence advised that tankers would come from all around. T. Brown brought up concerns about the outdoor woodstove directly across the street. Propane leak that travels across the street could be a concern. T. Brown thought you can pump in or out of the cistern. Can the pond be capped? J. Bailey read the water capacity per container. State adopted the NFPA 2008 guidelines. Discussion on the flash back of a propane leak. J. Bailey does not feel across the street is a concern; he believes there will be an igniter before the vapor would reach across the street. T. Brown asked if there is a sprinkler system for over the propane tanks. T. Brown discusses drainage in the back right corner. Not retention ponds. J. Hotchkiss brings up concern about propane tanks; we advised then that the tanks should be 25 now we are saying 50. M. Schwarz doesn't understand why the architect hasn't looked into the code. If there is an addition put on later, those tanks will have to be moved. A fire marshal investigator will be willing to walk the property. T. Brown would like all inspection done by the Fire Marshal. B. Lawrence will set up the walk-through with the Fire Marshal. All participants should be included; SAU, School Board, Fire and Police. PLT is willing to walk-through on the morning on the 21<sup>st</sup>. T. Brown put together a draft of the assembly bylaws. Added if Fire Chief finds a immediate life safety issue, he can pull the assembly permit for any new construction. At that point it will go in front of the board. J. Bailey will also look into RSA's to possibly add. T. Brown also provided the board with the educational rules which have the laws. A couple things in the rules, there shall be access for all emergency vehicles from at least two directions. Minimum site size should be at least 3 acres. There is a women should follows just safety at the board of education. Problem might be that there is no aide helping build this building. Also may hurt future aide is available. Question should just be asked to Department of Education. Question on the sprinkler system. Water is being fed

through a pump. If the power is shut off then how will it work? Concerns with the roof, there are dry sprinklers in the roof area. Left side is wood, right side is metal.

Evacuation should be ½ mile around. Moving the propane tanks further away from the building would be the easiest thing. T. Brown also feels that not having drivable access all away around the building is crazy. We should take the recommendation from Homeland Security. If found to be an issue, this can be tied into the assembly.

Meeting adjourned @ 8:01 pm