

**TOWN OF NEWFIELDS BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, NOVEMBER 15, 2016**

Present: Selectmen: Chris Hutchins, Jamie Thompson and Michael Sununu. Others include: Chief Liebenow

Call to order at 7:00pm.

The Selectmen reviewed and signed:

- ✓ Sch Tx Pd 11/04/16: Accts. Pay. Manifest - \$385,164.00
- ✓ Checks Pd 11/10/16: Accts. Pay. Manifest - \$39,398.24
Payroll Manifest - \$9,325.61
- ✓ Checks Pd 11/18/16: Accts. Pay. Manifest - \$7,170.81
Payroll Manifest - \$9,999.80
- ✓ 2017 Special Permit Application for Dragon Mosquito

Chief Liebenow met with the Board to discuss the changes to the Personnel Policy. Michael proposed to change Vacation, Personal and Sick Time to one account – Personal Time-Off (PTO). The calculation of time will remain the same but the accounting will change. Michael will forward copy of changes to Personnel Policy to Chief and Sue for any questions they may have.

Chief Liebenow also updated the Selectmen on Halloween, the Police Dept and the on-going sexual assault case.

The Board reviewed the Transfer Station Contract(thru 12/31/18) and Letter of Understanding for the Ambulance(thru 12/31/2017) with the Town of Newmarket. Before renewals, send to counsel for review.

The Easement and Restatement letter dated 11/15/2016 to Elaine Williams, 13 Dixon Ave., concerning removal of concrete slab by 10/1/2016 was signed by the Selectmen. Donna will mail by Registered Receipt Request and regular mail.

At 7:30pm, Michael made a motion to adjourn the meeting. The motion was seconded by Jamie. The motion passed with all in favor.

Respectfully submitted,

Donna C. Newman