

**Town of Benton**  
**Select Board Meeting**  
**Monday July 23, 2018**

**Select Board Members:** William R. Darcy, Chair; Regina Elliott, Carol Vincelette

Also Present: Dwight Swauger, Treasurer; Joe Boutin, road contractor; Tim Churchill and Bobbi-Jo Sackett (building permit)

*These draft minutes of the Town of Benton Select Board are believed accurate and correct, but they are subject to additions, deletions and corrections by the Select Board at the next meeting when the Board votes its final approval of the minutes. These minutes are made available at this time to conform to the requirements of New Hampshire RSA 91-A:2.*

The meeting was called to order by Chairman Darcy at 6:31 PM

Member Elliott moved approval of the July 9, 2018 meeting minutes, seconded by Member Vincelette and approved.

Chairman Darcy noted paving bids were received via email from Bigelow and Blaktop paving companies and he handed out copies of the bids for review. After review of the bids Chairman Darcy moved acceptance of the Bigelow proposal as the low bidder, seconded by Member Vincelette and approved. Chairman Darcy then presented the Board with a draft contract with Bigelow. Member Elliott asked that a requirement be added for completion of work before the winter season. With that amendment, Chairman Darcy moved that he be authorized to sign a contract on the Town's behalf with Bigelow Paving for the required road paving work, seconded by Member Vincelette and approved.

Chairman Darcy noted correspondence he had with our auditors regarding our unassigned fund balance. The auditors confirmed that funds set aside with the Trustees of the Trust Funds were not counted as "unassigned" funds. That is important because the New Hampshire recommended minimum unassigned fund balance is 5% of budget, the maximum is 17% and Benton had about 52% at the end of the last fiscal year. If the State considers the Town's unassigned fund balance excessive they will force the Town to make a large one time decrease in taxes, which has occurred in recent times with Benton. The Board agreed that to maintain tax rate stability the Town should transfer to our trust accounts sufficient funds for reasonably expected contingencies, road improvement being one obvious example.

Tim Churchill and Bobbie-Joe Sackett appeared before the Board and submitted a state driveway permit and a building application for the house they are building and a garage/shed, along with the requisite \$55 fee. The Board reviewed the application and approved it.

The Treasurer reported that the operating account had \$99,516.18 and the ICS account \$250,284.19.

Chairman Darcy provided an update on the status of the Hazard Mitigation Plan, stating that the draft plan had been submitted to the State of New Hampshire, which must ultimately approve it, and that their review was highly favorable. The changes they suggested were reasonable and not too difficult to implement. After making those suggested changes the plan will be submitted to the Board, Haverhill public service agencies and Glencliff Home for review and comment.

Chairman Darcy, the Board's appointee to the Planning Board, reported on recent Planning Board activities, including establishing an application and fee schedule for boundary line changes in accordance with state law. Most towns had subdivision regulations and appropriate applications for lot line adjustments, but Benton does not, so the Planning Board will have to create an application and procedure without subdivision regulations.

Joe Boutin presented a revised timber tax form for Jeff Elliott for a timber lot at 104 Coventry Road, which the Board signed.

The meeting adjourned at 7:24 PM.