This document is for informational purposes only. The original document may be obtained at the Town Hall.

Town of Danville Board of Selectmen October 28, 2019 7:00 PM

Non-Public Session 6:30PM-7:05PM

Members Present: Scott Borucki, Chair; Sheila Johannesen, David Knight, David Cogswell, Shawn O'Neil, Vice-Chair is absent- excused. The BOS requests Patty Shogren to attend and take minutes.

Non-Public Session: Dave K. motions to go into Non-Public Session under NH RSA 91:A:3 III (c). Seconded by Sheila Vote: Scott Borucki- yes, Sheila Johannesen- yes, David Knight- yes, David Cogswell- yes. Motion passed. Entered Non-Public session at 6:30PM.

Dave K. motions to return to Public Session. Seconded by Sheila. Vote: Scott Borucki- yes, Sheila Johannesen- yes, David Knight- yes, David Cogswell- yes. Return to Public Session at 7:05PM

Dave K. motions to seal the minutes of the Non-Public session. Seconded by Sheila. Vote: Scott Borucki- yes, Sheila Johannesen-yes, David Knight-yes, David Cogswell-yes. Minutes of Non-Public are sealed.

7:08PM

Meeting is Video-Recorded

Selectmen Present: Scott Borucki, Chair; Sheila Johannesen, David Knight, and David Cogswell Shawn O'Neil, Vice Chair – absent, excused

Others Present: Patty Shogren, Town Administrator; Wade Parsons, Police Chief; Leo Beauchamp, Danville Police Officer; Bruce Caillouette, Road Agent; Mark Dufour, Mammoth Fire Alarms; Carsten Springer, Conservation Chair; Bobby Loree, Conservation Vice-Chair, LPPA Vice-Chair; Jim O'Leary, LPPA Chair; Sharon Woodside, Judi Cogswell, Other members of LPPA, Katelyn Ryan, Camera Operator.

Scott called the meeting to order at 7:08 and opened the meeting with a moment of silence for the troops who put themselves in harm's way. All stood for the Pledge of Allegiance

I. Delegates

Resolution of New Hampshire Retirement System (NHRS) issue: Chief Parsons and Danville Police Officer Leo Beauchamp approach the BOS. Scott confirms with both men that they are comfortable discussing the following in public session. Both men agree. Scott opens the discussion regarding a letter and communications received from NHRS (New Hampshire Retirement System) concerning possible violations regarding the employee status of Officer Beauchamp. Scott asks that all comments and questions be held until he has finished outlining his understanding of the situation and until the Chair recognizes them. He then reads the following as his understanding of the situation

Facts as I understand them

- NHRS contacted the Town of Danville concerning the employment of Officer Leo Beauchamp and his part time status and their belief he may be working full-time for the purposes of the NHRS.
- The Town believed Leo was exempt from full-time status based on a September 25, 2003 document from the Police Standards and Training Council stating that based on Leo's training "The Council voted to change his part-time certification to part-time with unlimited hours".

- Through a Right to Know (RTK) request, it was discovered that on August 28, 2019 NHRS was contacted by Selectperson Johannesen who reported she has looked over payroll and Leo Beauchamp was working repeatedly over 40 hours/wk.
- The RTK request would indicate that Sheila Johannesen identified herself not as a concerned citizen, but as a member of the BOS. In the RTK documentation she is referred to as "the Select board member from the Town of Danville", "this Select person", and "Sheila Johannesen is the person that called and is a Select board member for the Town.
- Selectperson Johannesen did not get a consensus of the board, or a vote of the board to represent the BOS.
- Selectperson Johannesen did not bring this concern to the board's attention prior to contacting NHRS.
- Selectperson Johannesen provided payroll information obtained through the course of her duties as an elected official, and not the result of a 91-A (RTK) request by a concerned citizen.
- Selectperson Johannesen provided copies of the employee manual to NHRS that a full-time employee is defined by an employee who works, on average, more than 35 hour per week.
- NHRS has determined that Mr. Beauchamp is a full-time police officer and should have been enrolled in the NHRS. Their ruling states "While NHRS has the right to bring an equitable action to enforce the mandatory enrollment provisions, at this time, it is not our intent to initiate any such equitable action under RSA 100-A:3, I(a) with respect to the issue of whether Mr. Beauchamp should be enrolled on a retrospective bases. However, if Mr. Beauchamp's work hours are not reduced and he continues to work at least 40 hours per week, he must be enrolled on a prospective basis."
- NHRS requires notice of the Town's corrective action, which is what we are looking for tonight.

Officer Beauchamp states there is an error; the statement should read, "The Council voted to change his full-time certification to part-time certification with unlimited hours." Scott will review this statement with the letter. Officer Beauchamp explains he was part-time in 1984 until he graduated from the Academy as a full-time officer in 1989.

Scott confirms that his information is correct with Chief Parsons. Chief Parsons explains that he has had multiple communications with the NHRS concerning this issue and agrees what Scott read is a brief summary of what has taken place. Chief Parsons notes that from what he has read, there appears to be a lot of incorrect information contained in the reports.

Scott states that he is looking to have a corrective action in place to be submitted to NHRS for approval.

Chief Parsons states that he has many questions with both the NHRS and the Labor Board and needs a clearer picture of what NHRS is looking for, and that he is still not clear on that. He noted it appears that what is driving the issue is the Town's own Personnel Policy, and not so much what their demands are. He quotes the Town's policy regarding full-time as "individuals who are *regularly scheduled* to work more than 35 hours per week and *fulfill an authorized full-time position*." He goes on to explain that Officer Beauchamp, while working more than 35 hours per week, does so on an "as needed" basis to fill vacant slots and to fill requests for Police details. He notes that Police Details are not part of the regular schedule and are often requested with less than 24 hours' notice and sometimes with no notice. Chief Parsons states he would not define these hours as a 'regularly scheduled" work week.

Chief Parsons also notes that Officer Beauchamp was hired as a Part-Time Officer and believes that information was incorrectly reflected in one of the communications with NHRS. He also needs to know how NHRS is calculating his hours, asking if it is weekly, monthly or annually. He also asks when does the calculation begin; is it retrospective, or from this point moving forward. Chief Parsons is also concerned that NHRS presented incorrect information that Officer Beauchamp was receiving health benefits that both he and the Town are contributing to. This is not true. The Chief also has questions regarding this thirteen (13) hour restriction Officer Beauchamp is exempt from. He does not believe NHRS is clear on that issue. Chief Parsons notes that Officer Beauchamp is in a unique position with the NH Police Council status and that he did send information from the Council defining Officer Beauchamp's position to NHRS. He does not believe NHRS is clear on that issue either. He notes there is

nothing clear regarding how the resolution will be managed moving forward, particularly concerning Police Details. Scott notes that his sense of the correspondence is that NHRS believe they are completely separate from the Police Standards and Training Council certification.

Scott begins to outline his recommendations. Dave K. asks to be recognized. Dave K. explains that he wishes to address the situation with hours and the NHRS. He notes he has read everything in the RTK data he received and believes the NHRS has made at least two errors. He notes it appears that in the discussion between the two lawyers, they have made the Employee Manual the defining factor in determining full time vs. part time. If that is true, then hours are not enough, as the manual clearly states an individual must be assigned to a full –time position with regularly scheduled hours; not an occurrence that happens when there are a shortage of personnel and people. NHRS did not address that context. Dave K. also notes they had Chief Parsons as a part-time Chief and did not have the information from the Police Standards and Training Council, so clearly their data is not complete.

Dave K. does not want an adversarial relationship with NHRS. He would much rather make changes to the manual that will make it easier for Chief Parsons to plan and to work with NHRS. However, he finds it interesting the senior lawyer corrected himself saying, "Just make sure he (Officer Beauchamp) doesn't work more than 35 hours. Dave K. notes they are willing to respect the Town's definition of "hours", but not the verbiage that is also part of that definition. He believes that shows that if the Town, Chief and Officer Beauchamp had any errors, how does it all stack up.

Dave K. notes he is happy the NHRS is not trying to punish the Town and collect past money due, and he feels the BOS can fix the issue, with the exception of the Police Detail issue, by changing two numbers on page 8 in the Employee Manual, as Scott is going to recommend. However, he would still like to have the other questions answered by NHRS. Dave K. recommends the Town fix its' part of the issue by changing the definition of full-time employees and the definition of part-time employees, noting it would impact only two other Town employees, correcting himself that it will not impact them as they are well within the definitions. He also notes his disappointment seeing the mistake made regarding Officer Beauchamp's health insurance issue. He feels the NHRS did not get good data. He disagrees with their readings. Dave K. also reiterates his belief that if the NHRS is going to use the Employee Manual, they need to use all of the manual and not just the hours.

Scott notes that he has suggestions to request NHRS to define some of the questions that have been raised. Chief Parsons asks if the Town Attorney has spoken to the NHRS. Scott and Patty both state they believe that has not happened. Dave K. believes the Town can come into compliance by changing the Employee Manual, noting it will limit the amount of Police Detail hours that can be worked, and it will limit the hours that Officer Beauchamp can work. Dave K. also notes importance of "regularly scheduled" in the definitions.

Officer Beauchamp notes other incorrect information regarding Hampstead. He says that Hampstead has never been audited and when he asked about Hampstead, he was told the NHRS was not interested in Hampstead, only in Danville.

Scott motions to change the Employee Manual section on page 8 that reads a full time employee is an "individual authorized by selectmen or legislative body who works on average more than 35 hours per week" to read, "....who works on average 40 or more hours per week." Seconded by Sheila. Vote is unanimous.

Scott agrees the NHRS has not been clear how to calculate "average" time. He suggests the Town define "average" time as less than 80 hours per two-week pay period. He expresses his concern the limits will interfere with the Town's ability to provide necessary coverage. He suggests that the BOS inform NHRS will consider full-time at 40 hours/week and have restricted Officer Beauchamp to less than 80 hours per two-week pay period, excluding Police Detail work. The BOS will ask NHRS if that corrective action is acceptable.

David C. notes that when Officer Beauchamp is asked to cover for scheduled vacant slots, it should not be considered as part of his "regular schedule."

Scott notes he is willing to allow Chief Parsons more time to continue working with the NHRS for better definitions. He also notes that he is willing to involve the Town Attorney but does not want to be confrontational.

Patty asks if part-time hours as defined by the Police Standards as hours worked in a year. Chief Parsons states yes, it is, and explained the NHRS has separated work hours from the Police Standards certification. Scott refers to the letter stating if Officer Beauchamp's hours are not reduced and he continues to work at least 40 hours per week, noting this was different from their ruling of 34 hours per week.

Chief Parsons notes that he likes the recommendation of response to the NHRS and prefers that it come from the BOS. He will implement the policy going forward and get a better understanding on how Police Details, which are not regularly scheduled, are to be handled.

Dave K. expresses his belief that emergency responders should not be held to off-schedule hours. He wants to be sure to clarify with the NHRS how the Town works with First Responders to maintain safety and work within their rules.

Patty recalls a previous agreement with the Labor Board regarding Emergency Responders allowing them to use their hours based on an 80-hour two-week pay period to allow for flexible scheduling. Patty notes she has that letter and it should be part of the resolution forwarded to NHRS. Scott agrees, but also wants some kind of reference to Police Detail hours. Scott believes the NHRS should define the Police Detail issue better as these are not normally scheduled hours and should be exempt. Dave K. does not think the State should be defining how the Towns protect themselves. Patty notes that with the NHRS, any income earned during Police Details is not counted towards their retirement, but the hours worked are counted. Dave K. suggests the letter should challenge that issue.

Dave K. notes the BOS also need to change the Employee Manual for Part-Time from 35 hours to 39 hours. Scott motions to change Group 3 from "...part time individuals who are regularly scheduled to work more than 30 hours per week..." to "...part time individuals who are regularly scheduled to work up to 39 hours per week." Patty notes this will change benefits based on the matrix. After a short discussion, Dave K. explains the BOS needs to change the definition of part-time employees and suggests the BOS look at the benefits issue later when they have the data in front of them. There is no second to Scott's motion.

Dave K. motions to change the definition of part-time employees to "individuals regularly scheduled to work 39 hours or less per week." Seconded by David C. Vote is unanimous.

Dave K. asks if a letter will be drafted for review next week. After a short discussion, Dave K. motions to allow the Chair and Patty to work in conjunction with the Police Chief to formulate the appropriate letter to NHRS regarding the employee involved, Officer Beauchamp. Seconded by Sheila. Vote is unanimous.

Chief Parsons asks for permission to call NHRS and let them know to expect a letter with a corrective action plan. He noted he had previously told them he would not respond without guidance from the BOS. Scott agrees. Dave K. adds "corrective action and clarifying questions" to that conversation.

Household Hazardous Waste Update: Mr. Caillouette thanks everyone for their cooperation on that day and provides the BOS with the numbers from the Household Hazardous Waste Day on Oct. 26. Mr. Caillouette provided the following stats: 378 households disposed of hazardous waste. 321 vehicles came through (one vehicle represented a condo association of 44 homes) Participating Towns:

Atkinson- 52 Chester- 35 Danville- 96 Hampstead- 86 Kingston-49 Plaistow-59. He noted one big help was the Code Red announcement that went out on Friday night. Many Danville residents noted on their surveys that this is how they heard about the HHW day. He did receive a couple of complaints but noted with the exception of those people who lined up at 7:45AM for the 9:00 opening, the longest wait was one hour.

II. Old/New Business

Automatic Gate Update: Mark Dufour of Mammoth Fire Alarm provided information on an automatic gate system for the Town Garage as recommended by the Town insurance agent. He clarifies with the BOS this discussion is for the gate only. Mr. Dufour notes the issue with the hill and the area being wide open. He explains that today's systems are of good quality and can provide tracking ability, audit trails, etc.; but most importantly provides a closure. He discusses various access options including key fobs, access cards, PINS, and an option for "free agents" that allows a vehicle to exit by going around the loop access to the gate, which then closes automatically behind them and cannot be opened again without an access code. Mr. Dufour notes that reports are easily accessed through e-mails or texts and that safety features include a safety stop if someone stalls out at the gate, the gate will not close on them.

He is proposing a 48" chain link, sliding gate on a chain, noting there is sufficient room for it to operate to the right, as well as have the operator on the right. He is also proposing a dual gooseneck that will allow access for cars and for large/high trucks. This would require two keypads and drivers would have to get out and push a button for access. Mr. Dufour notes there are remote controls available, but they do not provide an ID's for access.

Scott notes this gate is for insurance purposes and that he is not particularly interested in who is using it. Dave K. notes his concern that the gate does not ice up and stop working constantly in the winter. Mr. Dufour explains the pathway for the gate will need to be kept cleared, as the gate will not push snow. He is recommending a 4'-14' cantilevered gate with another 14' on the other side into the brush. The gate will sit 8"-12" above the ground depending on the grade of the path. Scott notes this is for insurance purposes regarding an "open invitation" and they are not fencing in the entire area. Mr. Dufour notes the gate will provide just that- traffic control. He also notes he can set it up for automatic access for the Police and Fire Departments. Sheila asks how the gate will operate during power outages. Mr. Dufour explains the gate has a short-term battery back -up, and it can also be set up so that if the power goes out the gate will automatically open and stay opened. Scott asks Mr. Caillouette if there is a generator at the garage. Mr. Caillouette notes they have a small portable one. Mr. Dufour states that is not strong enough to power the gate. He also explains the gate can be unplugged and moved manually, albeit with some difficulty.

Mr. Dufour states the Mr. Caillouette is willing to do the site work, which could possibly be the most expensive part of the project. He (Mr. Dufour) will provide the drawings and template for the site set-up. It will require that power be brought out to the gate in underground conduit and notes concerns with the need for care as large trucks will be travelling over the conduit and could crack and damage it. He can provide the specs for the conduit if necessary.

Other requirements for the site work include installing two cement pads, one each for the operator and the gooseneck, and the installation of bollards to protect the operator and goosenecks from contact with any vehicles. Mr. Dufour also notes that because the access area is dirt rather than asphalt, it will require a "preformed loop" that is made to withstand the weight of the large trucks. This type of loop is almost 2x more expensive than the standard loop. Mr. Caillouette notes the driveway is paved.

Mr. Dufour explains the gate itself is \$5000 installed. He notes that the only maintenance needed is that it needs to be greased once a year. He also notes the photo beams need to be cleared of snow for safety. Control/access control will cost \$11,000-\$12,000. Site work will cost \$5,000-\$10,000. The unit will be set up with two keypads and training will be provided. Mr. Dufour notes there will need to be an administer appointed to manage the remote and computer pieces such as which employees have access, programming fobs, cards, PINS, etc.

Dave K. asks for the time frame of the completion of the project. Mr. Dufour explains it will depend on how long the site work takes. The lead time for the gate manufacture is approximately one week as it is custom built to the site specifications. Dave K. asks how late Mr. Caillouette can do the site work with the concrete pads. The response is approximately to Dec. 15. He also asks if Mr. Caillouette feels he has time to do the site work. Mr. Caillouette responds that he could probably work it in between projects already started or scheduled. Mr. Dufour

notes that his subcontractors can complete the site work in approximately 2-3 days including installation of the conduit, pulling the power cable, and pouring/setting up the concrete pads.

Dave K. confirms with Mr. Dufour that he is the vendor for the Town's security and camera systems. He then motions that, should the BOS approve this project, that it not go out to bid, but they will work with the current security firm to keep consistency. Seconded by Sheila. Vote is unanimous. The bidding policy is waived.

Dave K. would like to put this item on next week's agenda with the following options for funding:

- 1) To use funds that are currently available to avoid having to raise and appropriate funding for the project next year
- 2) If the timing is too late for the site work to be completed, to encumber the funds to use to do the project in Spring of 2020.

Dave K. notes this will bring the Town into compliance with the insurance recommendations and provide safety for anyone going up there with trucks and taking stuff.

III. Budgets

#4611.10 Conservation Commission and Milfoil: Carsten Springer, Chair of the Conservation commission presents #4611.10 the Conservation Commission budget for \$4555. He notes there have been two changes. Line #120 has increased from \$1056 to \$1170 to address the pre-approved COLA increase. Line #691-Project Expenses has been decreased from \$3600 to \$3000. Mr. Springer notes the Commission does not see the need for the extra \$600 and explains to the BOS that the Commission will be encumbering funds from this year's budget for a surveying project. They are waiting for quotes on that. They are working to have some Conservation boundaries that are not marked by stone walls but have been marked on the maps to be marked by a surveyor using the tree tags they produced last year. Mr. Springer also reminds the BOS the Milfoil budget is not actually part of the Commission budget but is a line item in that budget because the Commission administers the Milfoil. He notes that Bobby Lee and Jim O'Leary from LPPA (Long Pond Protective Association) will discuss that budget with the BOS. Dave K. motions to accept #4611.10 in the amount of \$4555. Seconded by Sheila. Vote is unanimous.

#4611.10- Conservation Commission approved for \$4550

#4611.20- Milfoil: Dave K. asks Mr. Springer if he has any concerns regarding the Milfoil budget. Mr. Springer responds the LPPA has been providing quarterly reports as requested, so the Conservation Commission is getting a better picture in an ongoing basis. He notes they are justifiably wrestling with the difficulty of budgeting when the State DES is not working within the same time frame. He also notes the State is recommending a different type of herbicide that will only need to be done every two years instead of every year.

Robert Loree introduces himself as the Vice-Chair of LPPA. He presents #4611.20 Milfoil budget for \$15,000, level funded from this year. He notes that if that line is level-funded in FY2020, and funds are encumbered from this year, they will have the \$19,700 necessary to purchase and apply the State's recommended new herbicide. Patty notes that she has calculated the LPPA could encumber \$6,000 from this year's budget, which would provide a buffer of \$1000-\$2000 for unexpected expenses in FY2020. She notes the LPPA had spent \$8,600 of its \$15,000 budget on this year's milfoil control. Scott clarifies that by encumbering this year in addition to the FY2020 budget request; the LPPA would be able to start the two-year plan and would continue to budget yearly for each bi-annual expense.

Jim O'Leary, LPPA Chair expresses his concern there is no guarantee the new product will work for two years. He notes the State emphasizes the product has a good reputation. If it does not work in the second year, the State would provide additional herbicide for free, but the LPPA would have to pay for the labor to apply it. Mr. O'Learyalso notes the current product 24-D they are using is \$14,000 per year, but he is concerned that if the LPPA applies for the permit for this product, the State may refuse them, forcing them to use the new herbicide because it promises better results and is more environmentally friendly.

Sheila asks if this account could be set up as a Trust Fund like the Mosquito Control account is. Patty notes that has already been done and the account currently has \$10,000 in it. It would need a couple more years of funding

before it could be used. She also points out the fund was set up more as a buffer to State demands. Dave K. explains that unlike the Mosquito fund, which is expended and refilled regularly, the Milfoil fund is there to defray the costs of any unexpected State changes and demands, which is something they have been known to do. Scott motions to approve #4611.20 Milfoil for \$15,000. Seconded by Sheila. Vote is unanimous.

#4611.20- Milfoil approved for \$15,000

Patty informs the LPPA and the BOS that she has noted the need to encumber those extra funds at the end of the year.

Dave K. thanks the LPPA for all the work they are doing protecting Long Pond and the surrounding area. He asks if anyone has heard anything about the dam repairs. Mr. O'Leary notes the water level filled back up in approximately three weeks. The water is approximately 4" below the emergency spillway. He believes the owner was told it would take about a month before the engineers would have a full report. Mr. O'Leary expresses his opinion the owner must have received good news as instead of putting in only two boards, he put them all in. Dave K. notes this is good for the residents with shallow wells but reminds the public the State can come back in and state they are going to do the repair work, resulting in the water level dropping again. He notes the Town, residents, and the LPPA have not received any notice regarding this, but it would be wise for those impacted to budget for the need to dig deeper wells.

#4241-Building Inspector: Patty presents the #4241 Building Inspector budget for \$2,639. She notes this is a single line budget reflecting only the stipend paid to the Building Inspector and the increase is the pre-approved 1.5% COLA. Patty reminds the BOS the printing of cards, forms, electrical, plumbing, and mechanical forms are done by the NH State Prison resulting in a cost of \$350 per year. This cost is paid from the printing line in the BOS budget. She would like permission from the BOS to separate those costs out; noting the BOS budget already has a separate phone line for the Building Inspector for \$150, which is split with Sandown. Scott asks why these costs are not part of the Building Inspector budget. Patty explains she was not sure she could add those lines as that budget has traditionally only been a salary line. Scott expresses his opinion the expenses for the Building Inspector should be part of that budget as well. Sheila agrees. Patty agrees to add a line for "Building Inspector-Printing Costs" to the Building Inspector budget. The BOS will hold off on this budget until Patty presents a revised budget.

No vote is taken pending revisions of the Building Inspector budget.

Scott asks Patty what happened to the Planning Board Budget that was originally scheduled for discussion on Columbus Day. Patty reminds him it was discussed and approved at the Oct. 7 meeting.

Municipal Resources Software: Patty reviews the materials provided to the BOS for new municipal accounting software. She explains this software has been developed only for NH government accounting and the developers worked with the DRA to enable the automatic uploading of reports to their portal. She also notes that budget line items are automatically sent to the DRA when the budget is finalized, versus being hand entered every year. Costs for the software can be broken down into 3-year or 5-year payment plans. Patty notes the costs of the software are less than the costs of the MAPS software purchased by Assessing. Sheila added the software works well with other Town departments. Patty explains that other departments would be able to manage their own deposits into the General Fund. However, she adds that she is the only one who can access the General Fund to make any corrections or changes. Dave K. notes this would keep everything straight for the audits.

Scott asks if the price of \$17,500 is a one-time expense. Patty explains the price is based on the modules purchased. Patty notes there is an additional module available that would download the monthly bank statements and reconcile them with the checkbook. She explains the software took five (5) years to develop and has been in the field for two (2) years with finance instructors.

Dave K. asks Sheila if she saw anything that she did not like on the demonstration. Sheila notes that she liked the whole program. Patty adds the price includes unlimited support and upgrades at no extra cost. Dave K. notes that facing the idea of retirement and the hiring of a new Town Manager, streamlining processes would make training much easier. He also makes note of the number of corrections Patty currently has to make for the audit. The new

software would eliminate many of those opportunities for error. He feels it would be nice to have everything set up and in place before the need to train new personnel. Patty notes the importance of this particularly regarding the DRA reports.

Patty notes she has discussed this software with two other communities who have purchased it. Scott asks how the implementation went. Patty explains the company does the process from start to finish, but only goes back two years. Scott asks how the transition has gone. Patty explains the company recommends transitioning at the end of the year, noting that Meredith was very happy with a smooth transition, excellent on-site instruction and support. Patty would send the company all the information at the end of the year. MRI would have everything set up prior to the upload.

Scott notes an additional cost of \$2800 for seven (7) hours of on-site training with a cost of \$100 per hour for additional training. Dave K. clarifies that initial training is included in the quoted price. Scott expresses his concern the hours and amount of training are not detailed in the quote and he feels that should be defined. Dave K. notes he would like it defined not so much as the amount of time, rather as the level of satisfaction and expertise for at least one individual. He notes that hopefully more than one person would be trained, perhaps a few of the finance people as backup. He does not feel there should ever be only one person trained on any of the Town's computer systems.

Dave K. notes that Janet could probably re-create what Patty does, and that Patty does have procedure manuals in place. Patty remarks she would need a new manual for the new software. Dave K. expresses his concern with the amount of knowledge that Patty and Janet have and would like to have another person in place as a backup.

Patty reviews questions the BOS has asked her to follow up on

- 1) A definition of the amount of training included in the quote
- 2) A definition of training, in terms of level of satisfaction and expertise.
- 3) Scott also asks Patty to do further reference checks to see if anyone has had any problems with the transitioning to the MRI software. David C. notes that often problems are more an issue with computer illiterate people rather than the software itself.
- 4) Dave K. suggests Patty discuss the software with the Town's IT vendor to see if they have any history with or are aware of any issues with the software.

Dave K. recognizes the initial cost but feels they will get their money back with things that do not go wrong. Patty notes the amount of time saved. Dave K. is encouraged that MRI is working with DRA. Patty asks if a two-year carryover would be enough. She notes that QuickBooks could be operational on another computer for reference to previous years. She reminds the BOS that with the current QuickBooks software there are no financial records prior to its installation in 2006. She notes that NHRSA's require financials be kept for two years, while Minutes must be kept in perpetuity.

Minutes: Dave K. notes the following corrections:

- Line #65- Sgt. Aurie should read Sgt. Aurie Roy
- Line #158- The question regarding if the Recreation Committee was comfortable to present their budget to the Budget Committee was directed towards, and answered by Sheila
- Line #195 the reference to the tax rate should read a tax rate *increase* of .503%. This increases the Municipal tax rate to \$5.03.

Dave K. motions to accept the minutes as corrected. Seconded by David C. Vote is unanimous.

Planning Board update: Barry Hantman, Chair of the Planning Board, asked Scott to present a manual from Hampstead Water Company: <u>Hampstead Water Well Handbook</u>. Hampstead Water Company has given Danville permission to use this handbook as information to new homeowners, as well as providing a link to the handbook that Danville may share via its website, etc. Scott asks Patty to scan the handbook and to get it to the Planning Board Members.

Agenda Requests: Dave K. requests to schedule either a public or a non-public discussion of what to do with the building at 599 Main St., noting the BOS needs to make a decision. Patty has scheduled a Non-Public session at 6:45PM on Monday, Nov. 4.

Dave K. asks when the BOS begins discussing warrants. Patty states it is usually in November. Dave K. notes Janet has given him a copy of the NHRSA regarding property tax exemptions. He would like the BOS to review NHRSA #7281 and to discuss putting it on a warrant.

The BOS reminds the public there is a public hearing scheduled for the acceptance of the Mutual Aid payment on Monday, November 4, 2019 at 7:00PM.

Scott reminds the BOS they will need to make a decision on the waste contract. He also reminds them they have the option of extending the current contract. Dave K. expresses his opinion this option needs to be looked at closely as it may be the way to go. He notes there has been discussion if this is ethical after asking for the bids and notes he feels the BOS needs to do the best business practice in the best interest of the Town. He reminds the BOS they have the right to refuse any and all bids, and notes in this case both bids came back substantially higher than the current contract. Sheila confirms there is nothing in the current contract regarding its termination if a bid is requested that would preclude the ability to extend the current contract. Patty notes the BOS can extend the contract for two years. She will provide the BOS with a copy of the current contract.

Dave K. confirms there will be three BOS members at 599 Main St. on October 31 at 9:00AM.

Judi Cogswell asks if there are any figures available from the Oct. 26 bulk pick-up. Those numbers are not available yet. Dave K. notes there were no errors reported, and the Town assisted two new families unaware of the process. He notes there is nothing better to enhance the quality of a system than handling things when they go wrong. Scott would like to know the how many of the eligible households participated in the bulk pick-up. He would like to see those statistics for as far back as they have been kept. (There was some discussion regarding how far back the numbers go, undetermined at this time)

IV. Town Announcements

Open Committee Seats:

- Heritage Commission- 1 open position and 2 alternate position
- Budget Committee- 3 open positions
- Forestry- 2 open position

Recreation Committee

- Senior Luncheon will be Saturday, Nov. 30 12:00-2:00 PM at the Community Center. Please let Chris or Susan know if you will be attending.
- ♣ Kids Night Out: Saturday Dec. 7 from 6:00PM-9:00PM
- Holiday Craft and Vendor Fair will be held Sunday, Dec. 8 from 9:00AM-3:00PM at the Community Center
- Senior Coffee Hour: Thursday Dec. 19 from 10:00AM-12:00PM. The guest speakers will be a Firefighter and an EMT discussing Home Fire Safety. Please note there is no Senior Coffee hour in November due to the Senior Luncheon.
- Sunday, Oct.27 Trunk or Treat was a great success!

There being no further items to discuss. David C. motions to adjourn. Seconded by Sheila. Vote is unanimous Meeting is adjourned at 8:40PM

Minutes derived by video provided on the Town of Danville website. Non-Public notes provided by Patty Shogren, Town Administrator.

Respectfully Submitted Deborah A. Christie

Attachment: NHRS released information from 91-A request



New Hampshire Retirement System 54 Regional Drive, Concord, NH 03301 Phone: (603) 410-3500 - Fax: (603) 410-3501 Website: www.nhrs.org - Email: info@nhrs.org

September 30, 2019

Patricia Shogren, Town Manager Town of Danville 210 Main Street Danville, NH 03819

Wade Parsons, Chief of Police Town of Danville 210 Main Street Danville, NH 03819

Re: Leo Beauchamp

I am writing regarding Leo Beauchamp who is employed by the Town of Danville (the Town) as a police officer. It would appear from our preliminary review that Mr. Beauchamp may be working full-time for the purposes of the New Hampshire Retirement System (NHRS or the System), and should be enrolled in the System.

RSA 100-A:3, I(a) provides that "Any person who becomes an employee, teacher, permanent policeman, or permanent fireman . . . shall become a member of the retirement system as a condition of employment." [Emphasis added.] The New Hampshire Supreme Court has held that participating employers have "an absolute and unambiguous obligation under RSA 100-A to enroll all employees

RSA 100-A1, VII defines the term "permanent policeman" to mean "... any person, whether elected or appointed, who is regularly employed on a full-time basis by any of [the state's] political subdivisions in a job certified by the governing body of the political subdivision as conforming to the requirements of this paragraph, which job shall be in one of the following categories: (a) a police officer . . . who:

- (1) Is responsible for the prevention, detection or prosecution of crime and the enforcement of the laws of the state and of its political subdivisions;
- (2) Has full general arrest powers;
- (3) As a job requirement is fully certified as a police officer by the New Hampshire police standards and training council; and
- (4) As a job requirement shall meet all physical, mental, educational, and other qualifications for continuing certification as a police officer that may be established by the certifying authority." [Emphasis added.]

For this purpose, NHRS considers a police officer to be "regularly employed on a full-time basis" if the facts bear out that he or she actually works the number of weekly hours that the employer

SEA v. Belknap County, 122 N.H. 614 (N.H. 1982)

considers to be full-time for its police officers in general. In this regard, we note that neither the payroll status used by the employer nor the type of certification issued by Police Standards and Training are singularly determinative of whether an individual is "regularly employed on a full-time basis". The actual hours worked is the relevant indicator. It is our understanding that the Town considers 40 hours per week to be full-time for its police officers.

Enclosed is an Excel spreadsheet that summarizes Mr. Beauchamp's work hours for the 2017 - 2019 calendar years based on the payroll information the Town provided (also enclosed). Although his work hours were below full-time in 2017, the record shows that Mr. Beauchamp worked an average of 47.18 hours per week in calendar year 2018 and 51.02 hours per week in calendar year 2019 (YTD). This clearly exceeds the 40 hours per week that the Town considers to be full-time for its police officers and, consequently, it appears that Mr. Beauchamp should have been enrolled in NHRS in 2018.

RSA 100-A:3, VI(d) provides that if an employer, through "its own fault, and not the fault of the employee", fails to timely enroll an employee, the employee may apply to purchase the service time. This is referred to as oversight. It is uncertain at this time whether Mr. Beauchamp is partially at fault for the oversight. By copy of this letter, we are notifying Mr. Beauchamp that this may be a case of oversight and, if so, he is entitled to apply to purchase the service time. If he were to do this, NHRS would evaluate the applicability of the oversight provisions at that time and the Town would have the opportunity to express its views as well.

Based on the facts as we presently know them, it appears that Mr. Beauchamp is a full time police officer of the Town and should have been enrolled as a member of NHRS. This correspondence constitutes a notice of a preliminary determination in order to afford you the opportunity to provide us with any additional factual information you might have that would be relevant to our analysis, and our intended course of action.

In situations where the oversight is through no fault of the employee, RSA 100-A:3, VI(d), is the exclusive remedy. However, in cases where the employee may be partially at fault, the oversight provisions do not apply. While NHRS has the right to bring an equitable action to enforce the mandatory enrollment provisions, at this time, it is not our intent to initiate any such equitable action under RSA 100-A:3, I(a) with respect to the issue of whether Mr. Beauchamp should be enrolled on a retrospective basis. However, if Mr. Beauchamp's work hours are not reduced and he continues to work at least 40 hours per week, he must be enrolled on a prospective basis.

We ask that you provide a response to this letter within ten (10) business days so that we can finalize our position and move forward with appropriate administrative action, if necessary. If you believe it would be useful to discuss this matter in person, please contact me to schedule a meeting.

Sincerely,

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer

603-410-3592

mark.cavanaugh@nhrs.org

Cc: Leo Beauchamp

Beauchamp Work Hours CY 2017-2019

Part To the	1	Hours Work	ed
Pay Type*	2017	2018	2019
PD Holiday P/T	8	24	32
PD Overtime	109.5	286.5	97.5
PD Private Detail	87	235.75	383.75
PD Salaries P/T	866.5	1819.5	1220.5
PD Training Labor	6	8	4
PD Pros/Court OT	0	8	4
PD Prosecution/Court	0	8	4
PD Time Off	0	64	40
Total Hours Worked:	1077	2453.75	1785.75
Total Weeks Worked**:	33	52	35
Average Hours per Week:	32.6363636	47.1875	51.0214286

^{*} Excluded administrative, shift differentials and on call pay

^{**}For 2017, 5/22/17 to 12/31/17. For 2019, 1/1/19 to 8/31/19

1:36 PM 09/03/19

		Beauchamp III, Leo E.	Ü.		OIAL		
	Hours	Rate	Jan - Dec 18	Hours	Rate	Jan - Dec 18	
Employee Wages, Taxes and Adjustments							
oss ray on and Shift Differential	243.5	0.50	121.75	243.50		121.75	
On 2nd Shift Differential	1,621.75	1.00	1,621.75	1,621.75		C).120,1	
	120	7.25	870.00	120.00		870.00	
	24	24.66	586.64	24 00	•	586.54	
	288 E	בה מב	40 255 4J	יייים מייי		40 3EE 44	/
	235.75	44.00	9,955.00	235.75		9,955.00	'\
PD PRINCE DELAN	ex	26 00	DO 000	N N N N		Pu cbc	\
DD Prosecution/Court	8	24.01	192.08	8.00	•	192.08	
	1.879.5	1075	1 14 GO	18 19 50		49,740,90)00
	49	24.01	1,536.64	64.00		1,536.64	さんさんか
PD Training Labor	œ	24.01	192.08	8.00		192.00	200
	4,439		69,471.72	4,439.00	21.4	69,471.72	
	4,439		69,471.72	4,439.00	235.75 detail	glan 69,471.72	
						40 034 00	
Federal Withholding			10,031,00			-1.007.34	
Medicare Employee			4 307 25			-4,307.25	
Social Security Employee			0.00			0.00	
Medicale Employee Audi 184						4E 24E ED	
Total Taxes Withheld			-15,345.59	The state of the s		60,040,01-	
	4,439		54,126.13	4,439.00		54,128.13	
Employer Taxes and Contributions Medicare Company Social Security Company NH - Unemployment Company NH - Admin. Contribution			1,007.34 4,307.25 0.00			1,007.34 4,307.25 0.00 0.00	
Total Employer Taxes and Contributions			5,314,59			5,314.59	

Town of Danville, NH

2:02 PM 09/03/19

Payroll Summary January through December 2017

				, a_	836							
	Jan - Dec 17	175.00	58.00 58.00 275.50		28,005.09	28,005,09	-2,757.00 -406.07 -1,736.32	0.00	4,899.39	23,105,70	1,736.32	2,142.39
	Rate											
	Hours	350.00 114.00	8.00 37.25 8.00	000	1,586.25	1,586.25			1.588.25	American de proceso		
ui.	Jan - Dec 17	175.00	58.00 275.50 284,40	0,480.00 0,8 % 01		•	406.07	4 899 39	23,105.70	406.07	1,736.32	2,142.39
Beauchamp III, Leo E.	Rate	1.00	7.25 7.25 35.55	40 00	1200 K	51-380	.					
Bear	Hours	350 114	37.25	960	1,586.25				1,586.25			
	Employee Wages, Taxes and Adjustments Gross Pav	PD 2nd Shift Differential PD 3rd Shift Differential PD Administrative PT	PD Call Time P/T PD Holiday P/T PD Overtime	PD Private Detail PD Salaries P/T PD Training Labor	Total Gross Pay Adjusted Gross Pay	Taxes Withheld Federal Withholding	medicare Employee Social Security Employee Medicare Employee Addl Tax	Total Taxes Withheld	Net Pay	Employer Taxes and Contributions Medicare Company Social Security Company	NH - Unemployment Company	rotal Employer laxes and Contributions

2:05 PM 09/03/19

383.75
1/2
2,971.75
2,971.75,327
2,971.75

From:

McCrea, Tamre

Sent:

Thursday, September 5, 2019 9:44 AM

To:

Cavanaugh, Mark

Subject:

RE: Leo Beauchamp

This is the Town of Danville, not school district. Shella Johanneson is the person that called and is a Select board

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Cavanaugh, Mark <mark.cavanaugh@nhrs.org>

Sent: Thursday, September 5, 2019 9:30 AM To: McCrea, Tamre <tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

I meant with the school board member

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592

NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure

retirement benefits and superior service

From: McCrea, Tamre <tamre.mccrea@nhrs.org> Sent: Thursday, September 5, 2019 9:00 AM To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Subject: RE: Leo Beauchamp

There were a few back and forth emails nothing of substance. Me just requesting payroll and she said she was going to talk to the Chief and send me what I requested. I'll send the email Stacle sent me with the particulars and her phone

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



Our Mission: To provide secure retirement benefits and superior service

From: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Sent: Thursday, September 5, 2019 8:58 AM To: McCrea, Tamre <tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

I am going to call Patricia Shogren. Do you have contact info for the school board member? Did you only talk to her by phone or was there an email also??

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592 NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre < tamre.mccrea@nhrs.org> Sent: Wednesday, September 4, 2019 10:53 AM To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Subject: FW: Leo Beauchamp

I called and then emailed the Town of Danville to follow up with my request on the above person who is supposedly part-time but works full-time hours as a police officer. She pretty much has a good idea who called to bring this to NHRS's attention and below is asking if I can tell her who called to complain. Shall I just tell her the Town can file a Right-to-Know request and send her the procedures in PPM? See attached document from an email today.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Patricia Shogren <pshogren@townofdanville.org>

Sent: Wednesday, September 4, 2019 10:18 AM To: McCrea, Tamre <tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

Tamre.

Are you permitted to tell me who filed a complaint? Patty

From: McCrea, Tamre < tamre.mccrea@nhrs.org>
Sent: Tuesday, September 3, 2019 2:13 PM

To: Patricia Shogren pshogren@townofdanville.org>

Subject: RE: Leo Beauchamp

Thank you in advance for providing this information.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Patricia Shogren pshogren@townofdanville.org>

Sent: Tuesday, September 3, 2019 2:02 PM
To: McCrea, Tamre < tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

Sorry to be so short but the person who I believe contacted you was sitting at my desk. I know she and Leo had a falling out, so I was not surprised to hear from you.

Leo is part time, hired at 30 hours, but being summer he has stepped up and helped cover vacations so we would not be short-handed.

Last year we lost an officer who moved on and he was called on quite a bit to cover.

I will send all this info to the link you provided.

From: McCrea, Tamre < tamre.mccrea@nhrs.org > Sent: Tuesday, September 3, 2019 1:10 PM

To: selectadmin < selectadmin@townofdanville.org>

Subject: Leo Beauchamp

Importance: High

Patty,

It was nice talking with you briefly a moment ago. Below is a secure link that NHRS provides to employers in order for them to provide us with certain personal documents. I'd like the weekly/bi-weekly detailed payroll history information showing wages, hours worked and the description for wages such as regular pay, holiday, overtime, special detail pay, etc. for Leo Beauchamp since he was first hired with the Town of Danville to the present time. In addition, please provide his contract or letter of hire indicating in what position he was hired for and the details of his hiring.

The secure link is: https://web1.zixmail.net/s/login?b=nhrs

Please let me know if you should have any questions regarding this request. Thank you.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as spam.

This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as spam.

From:

Sheila & Roy Johannesen <sheilaandroy@aol.com>

Sent:

Thursday, August 29, 2019 12:17 PM

To:

McCrea, Tamre

Subject:

Re: Town of Danville Employee Manual

One quick question, my inquiry to this situation, will my name be given as the person who is questioning this or if an audit is done?

Sheila Johannesen

In a message dated 8/29/2019 11:04:36 AM Eastern Standard Time, tamre.mccrea@nhrs.org writes:

Thank you. I'll take a look at this.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org

NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Sheila & Roy Johannesen <sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 11:03 AM
To: McCrea, Tamre <tamre.mccrea@nhrs.org>
Subject: Town of Danville Employee Manual

Here is the latest Employee Manual..... I also attached the 2016 one I had in case you wanted to see back then.

Sheila Johannesen

This email has been scanned for spam and viruses by Proofpoint Essentials.	Click here to report this
email as spam.	

This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as spam.

From:

Sheila & Roy Johannesen <sheilaandroy@aol.com>

Sent:

Thursday, August 29, 2019 11:03 AM

To:

McCrea, Tamre

Subject:

Town of Danville Employee Manual

Attachments:

2016 EmploymentManual (5).doc; 2018 Employee Manual cxx typo.pdf

Here is the latest Employee Manual..... I also attached the 2016 one I had in case you wanted to see back then.

Sheila Johannesen

This email has been scanned for spam and viruses by Proofpoint Essentials. Click $\underline{\text{here}}$ to report this email as spam.

From:

Cavanaugh, Mark

Sent:

Monday, September 30, 2019 10:32 AM

To:

Crutchfield, Tim

Subject:

Beacuchamp

Attachments:

zCompliance Audit Report - Town of Danville.pdf; zCompliance Audit Report -

Hampstead.doc

The last audit on Danville was August 2016 (before that 1998). Mr. Beauchamp was not hired by Danville until 5/22/17. He was the subject of an audit finding for Hampstead in 2015 (see highlighted section toward end of report)

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592
NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure

retirement benefits and superior service

From:

Cavanaugh, Mark

Sent: To:

Monday, September 30, 2019 10:32 AM

Subject:

Crutchfield, Tim Beacuchamp

Attachments:

zCompliance Audit Report - Town of Danville.pdf; zCompliance Audit Report -

Hampstead.doc

The last audit on Danville was August 2016 (before that 1998). Mr. Beauchamp was not hired by Danville until 5/22/17. He was the subject of an audit finding for Hampstead in 2015 (see highlighted section toward end of report)

Mark F. Cavanaugh, Esq. Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592 NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From:

Crutchfield, Tim

Sent:

Friday, September 27, 2019 1:46 PM

To:

Cavanaugh, Mark

Subject:

RE: Letter to Danville re L Beauchamp 9-24-19 (1) gpl

Attachments:

Letter to Danville re L Beauchamp 9-24-19 (1) gpl - tc review.docx

Well done. A few suggested edits as attached.

TC

From: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Sent: Friday, September 27, 2019 11:06 AM
To: Crutchfield, Tim <tim.crutchfield@nhrs.org>

Subject: Letter to Danville re L Beauchamp 9-24-19 (1) gpl

From:

Cavanaugh, Mark

Sent:

Friday, September 27, 2019 11:06 AM

To:

Crutchfield, Tim

Subject:

Letter to Danville re L Beauchamp 9-24-19 (1) gpl

Attachments:

Letter to Danville re L Beauchamp 9-24-19 (1) gpl.docx

From:

McCrea, Tamre

Sent:

Monday, September 23, 2019 12:55 PM

To: Subject: Cavanaugh, Mark Town of Danville

Attachments:

RE: Leo Beauchamp; RE: Leo Beauchamp

Importance:

High

Mark,

Below is my draft response to the Town of Danville regarding the tip from a Sheila Johannson (Town Selectboard member) that Stacie received and I ended up receiving several calls from. I'm not sure what to say since the payroll she sent (see attached) is hard to tell what he actually works weekly as it's a yearly total. I welcome your expert opinion on anything else I should add. Should we have them sign an affidavit confirming that he is working within part-time hours?

Dear Ms. Shogren,

As I mentioned previously, it had come to the New Hampshire Retirement System's (NHRS) attention that the Town's Police Officer, Leo Beauchamp, is working full-time hours although he was hired as a part-time Police Officer. You had originally confirmed for me that 35 hours per week or more is considered full-time; however, Attorney Mark Cavanaugh was informed by the Police Chief that 40 hours per week is considered full-time. In addition, it appears that the Town may be under the assumption that Mr. Beauchamp is grandfathered to be able to work as many hours as he wants as a part-time police officer. I think the confusion may be with the affidavit you provided me that is required each year by Police Standards and Training pursuant to Pol 302.11. This affidavit requires the Town to attest to the best of their knowledge and belief that they have no part-time officers in your employ who have worked more than 1,300 hours as a sworn officer for any department or combination of departments during the reporting period stated.

On that form dated 1/28/19 you supplied to this office, Mr. Beauchamp's name was listed with a total hours of worked of 2421.75 and next to his name was asterisks with a note stating "Part-time status with unlimited hours". If for some reason NH Police Standards and Training was allowing Mr. Beauchamp to exceed the limitation stated of 1,300 it would only be for their purposes. It does not exempt him from mandatory enrollment with the NHRS if he meets the weekly hourly requirements as set forth by the Town and NHRS's definition of permanent policeman pursuant to RSA 100-A:1, VII.

The limited payroll information provided doesn't show the number of hours Mr. Beauchamp works on a weekly basis; however it does appear that he may be working full-time hours. If that's the case and he is working enough hours to constitute full-time according to what the Town has indicated to NHRS, he must be enrolled immediately and deductions taken on all eligible wages.

If you have any questions, please feel free to contact me.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From:

McCrea, Tamre

Sent:

Monday, September 23, 2019 12:55 PM

To: Subject: Cavanaugh, Mark Town of Danville

Attachments:

RE: Leo Beauchamp; RE: Leo Beauchamp

Importance:

High

Mark,

Below is my draft response to the Town of Danville regarding the tip from a Sheila Johannson (Town Selectboard member) that Stacie received and I ended up receiving several calls from. I'm not sure what to say since the payroll she sent (see attached) is hard to tell what he actually works weekly as it's a yearly total. I welcome your expert opinion on anything else I should add. Should we have them sign an affidavit confirming that he is working within part-time hours?

Dear Ms. Shogren,

As I mentioned previously, it had come to the New Hampshire Retirement System's (NHRS) attention that the Town's Police Officer, Leo Beauchamp, is working full-time hours although he was hired as a part-time Police Officer. You had originally confirmed for me that 35 hours per week or more is considered full-time; however, Attorney Mark Cavanaugh was informed by the Police Chief that 40 hours per week is considered full-time. In addition, it appears that the Town may be under the assumption that Mr. Beauchamp is grandfathered to be able to work as many hours as he wants as a part-time police officer. I think the confusion may be with the affidavit you provided me that is required each year by Police Standards and Training pursuant to Pol 302.11. This affidavit requires the Town to attest to the best of their knowledge and belief that they have no part-time officers in your employ who have worked more than 1,300 hours as a sworn officer for any department or combination of departments during the reporting period stated.

On that form dated 1/28/19 you supplied to this office, Mr. Beauchamp's name was listed with a total hours of worked of 2421.75 and next to his name was asterisks with a note stating "Part-time status with unlimited hours". If for some reason NH Police Standards and Training was allowing Mr. Beauchamp to exceed the limitation stated of 1,300 it would only be for their purposes. It does not exempt him from mandatory enrollment with the NHRS if he meets the weekly hourly requirements as set forth by the Town and NHRS's definition of permanent policeman pursuant to RSA 100-A:1, VII.

The limited payroll information provided doesn't show the number of hours Mr. Beauchamp works on a weekly basis; however it does appear that he may be working full-time hours. If that's the case and he is working enough hours to constitute full-time according to what the Town has indicated to NHRS, he must be enrolled immediately and deductions taken on all eligible wages.

If you have any questions, please feel free to contact me.

Tamre McCrea
Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org

NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From:

McCrea, Tamre

Sent:

Tuesday, September 10, 2019 3:28 PM

To: **Subject:** Cavanaugh, Mark RE: Leo Beauchamp

Okay I will.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Cavanaugh, Mark <mark.cavanaugh@nhrs.org>

Sent: Tuesday, September 10, 2019 3:28 PM To: McCrea, Tamre <tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

Yes, I explained this to the police chief and he said he was going to talk to her.

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592 NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure

retirement benefits and superior service

From: McCrea, Tamre <tamre.mccrea@nhrs.org> Sent: Tuesday, September 10, 2019 3:27 PM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org >

Subject: FW: Leo Beauchamp

Mark,

What I was hoping to receive was detailed payroll history broken out by pay period and not the entire year as we can't see how much he was working weekly. Would you like me to reach back out to Patty?

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Patricia Shogren pshogren@townofdanville.org>

Sent: Tuesday, September 10, 2019 3:10 PM
To: McCrea, Tamre < tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

Hi Tamre,

I was out of the office, hence my tardy response.

I have attached my payroll report from my payroll system.

Do note that hours are added for shift differential that should not be included in total hours.

I did not know if detail hours or call-time hours were to be included or not.

Let me know if you have any questions.

Patty

From: McCrea, Tamre < tamre.mccrea@nhrs.org>
Sent: Wednesday, September 4, 2019 11:01 AM
To: Patricia Shogren < pshogren@townofdanville.org>

Subject: RE: Leo Beauchamp

Patty,

Thank you for sending the document, but I still need you to provide me the detailed payroll from the time he was rehired in 2017 to the present. Did you get help with resetting your password yet for Zix?

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603 410-3588 | tamre.mccrea@nhrs.org
NHRS online. Website | Facebook | Twitter



NHRS

New Etampshire ReGrement System

Our Mission: To provide secure retirement benefits and superior service

From: Patricia Shogren oshogren@townofdanville.org>

Sent: Wednesday, September 4, 2019 10:12 AM To: McCrea, Tamre < tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

Importance: High

Tamre.

I was waiting on some info from Chief Parsons that you requested, and an officer brought me over the attached. I believe it answers your questions.

Patty

From: McCrea, Tamre <tamre.mccrea@nhrs.org> Sent: Tuesday, September 3, 2019 2:13 PM

To: Patricia Shogren cshogren@townofdanville.org>

Subject: RE: Leo Beauchamp

Thank you in advance for providing this information.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Patricia Shogren pshogren@townofdanville.org>

Sent: Tuesday, September 3, 2019 2:02 PM To: McCrea, Tamre < tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

Sorry to be so short but the person who I believe contacted you was sitting at my desk. I know she and Leo had a falling out, so I was not surprised to hear from you.

Leo is part time, hired at 30 hours, but being summer he has stepped up and helped cover vacations so we would not be short-handed.

Last year we lost an officer who moved on and he was called on quite a bit to cover.

I will send all this info to the link you provided.

From: McCrea, Tamre <tamre.mccrea@nhrs.org> Sent: Tuesday, September 3, 2019 1:10 PM

To: selectadmin < selectadmin@townofdanville.org>

Subject: Leo Beauchamp

Importance: High

Patty,

It was nice talking with you briefly a moment ago. Below is a secure link that NHRS provides to employers in order for them to provide us with certain personal documents. I'd like the weekly/bi-weekly detailed payroll history information showing wages, hours worked and the description for wages such as regular pay, holiday, overtime, special detail pay, etc. for Leo Beauchamp since he was first hired with the Town of Danville to the present time. In addition, please provide his contract or letter of hire indicating in what position he was hired for and the details of his hiring.

The secure link is: https://web1.zixmail.net/s/login?b=nhrs

Please let me know if you should have any questions regarding this request.

Thank you.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

This email has been scanned for spam and viruses by Proofpoint Essentials. Click $\underline{\text{here}}$ to report this email as spam.

This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as spam.

This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as spam.

From:

Cavanaugh, Mark

Sent:

Tuesday, September 10, 2019 3:28 PM

To:

McCrea, Tamre

Subject:

RE: Leo Beauchamp

Yes, I explained this to the police chief and he said he was going to talk to her.

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592

NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre <tamre.mccrea@nhrs.org> Sent: Tuesday, September 10, 2019 3:27 PM To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Subject: FW: Leo Beauchamp

What I was hoping to receive was detailed payroll history broken out by pay period and not the entire year as we can't see how much he was working weekly. Would you like me to reach back out to Patty?

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Patricia Shogren <pshogren@townofdanville.org>

Sent: Tuesday, September 10, 2019 3:10 PM To: McCrea, Tamre < tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

Hi Tamre,

I was out of the office, hence my tardy response.

I have attached my payroll report from my payroll system.

Do note that hours are added for shift differential that should not be included in total hours.

I did not know if detail hours or call-time hours were to be included or not.

Let me know if you have any questions.

Patty

From: McCrea, Tamre < tamre.mccrea@nhrs.org > Sent: Wednesday, September 4, 2019 11:01 AM
To: Patricia Shogren < pshogren@townofdanville.org >

Subject: RE: Leo Beauchamp

Patty,

Thank you for sending the document, but I still need you to provide me the detailed payroll from the time he was rehired in 2017 to the present. Did you get help with resetting your password yet for Zix?

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Patricia Shogren cshogren@townofdanville.org>

Sent: Wednesday, September 4, 2019 10:12 AM
To: McCrea, Tamre < tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

Importance: High

Tamre,

I was waiting on some info from Chief Parsons that you requested, and an officer brought me over the attached. I believe it answers your questions.

Patty

From: McCrea, Tamre < tamre.mccrea@nhrs.org>
Sent: Tuesday, September 3, 2019 2:13 PM

To: Patricia Shogren < pshogren@townofdanville.org>

Subject: RE: Leo Beauchamp

Thank you in advance for providing this information.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Patricia Shogren pshogren@townofdanville.org>

Sent: Tuesday, September 3, 2019 2:02 PM To: McCrea, Tamre < tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

Sorry to be so short but the person who I believe contacted you was sitting at my desk. I know she and Leo had a falling out, so I was not surprised to hear from you.

Leo is part time, hired at 30 hours, but being summer he has stepped up and helped cover vacations so we would not be short-handed.

Last year we lost an officer who moved on and he was called on quite a bit to cover.

I will send all this info to the link you provided.

From: McCrea, Tamre < tamre.mccrea@nhrs.org> Sent: Tuesday, September 3, 2019 1:10 PM

To: selectadmin < selectadmin@townofdanville.org>

Subject: Leo Beauchamp Importance: High

It was nice talking with you briefly a moment ago. Below is a secure link that NHRS provides to employers in order for them to provide us with certain personal documents. I'd like the weekly/bi-weekly detailed payroll history information showing wages, hours worked and the description for wages such as regular pay, holiday, overtime, special detail pay, etc. for Leo Beauchamp since he was first hired with the Town of Danville to the present time. In addition, please provide his contract or letter of hire indicating in what position he was hired for and the details of his hiring.

The secure link is: https://web1.zixmail.net/s/login?b=nhrs

Please let me know if you should have any questions regarding this request. Thank you.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retrement System

Our Mission: To provide secure retirement benefits and superior service

From:

McCrea, Tamre

Sent:

Tuesday, September 10, 2019 3:27 PM

To:

Cavanaugh, Mark FW: Leo Beauchamp

Subject: Attachments:

hours and pay.pdf

Mark,

What I was hoping to receive was detailed payroll history broken out by pay period and not the entire year as we can't see how much he was working weekly. Would you like me to reach back out to Patty?

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure

retirement benefits and superior service

From: Patricia Shogren pshogren@townofdanville.org>

Sent: Tuesday, September 10, 2019 3:10 PM To: McCrea, Tamre <tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

Hi Tamre,

I was out of the office, hence my tardy response.

I have attached my payroll report from my payroll system.

Do note that hours are added for shift differential that should not be included in total hours.

I did not know if detail hours or call-time hours were to be included or not.

Let me know if you have any questions.

Patty

From: McCrea, Tamre < tamre.mccrea@nhrs.org > Sent: Wednesday, September 4, 2019 11:01 AM
To: Patricia Shogren < pshogren@townofdanville.org >

Subject: RE: Leo Beauchamp

Patty,

Thank you for sending the document, but I still need you to provide me the detailed payroll from the time he was rehired in 2017 to the present. Did you get help with resetting your password yet for Zix?

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshize Retirement System

Our Mission: To provide secure

retirement benefits and superior service

From: Patricia Shogren <pshogren@townofdanville.org>

Sent: Wednesday, September 4, 2019 10:12 AM To: McCrea, Tamre < tamre.mccrea@nhrs.org >

Subject: RE: Leo Beauchamp

Importance: High

Tamre,

I was waiting on some info from Chief Parsons that you requested, and an officer brought me over the attached. I believe it answers your questions.

Patty

From: McCrea, Tamre < tamre.mccrea@nhrs.org>
Sent: Tuesday, September 3, 2019 2:13 PM

To: Patricia Shogren cpshogren@townofdanville.org>

Subject: RE: Leo Beauchamp

Thank you in advance for providing this information.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retitement System

Our Mission: To provide secure retirement benefits and superior service

From: Patricia Shogren pshogren@townofdanville.org>

Sent: Tuesday, September 3, 2019 2:02 PM
To: McCrea, Tamre < tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

Sorry to be so short but the person who I believe contacted you was sitting at my desk. I know she and Leo had a falling out, so I was not surprised to hear from you.

Leo is part time, hired at 30 hours, but being summer he has stepped up and helped cover vacations so we would not be short-handed.

Last year we lost an officer who moved on and he was called on quite a bit to cover.

I will send all this info to the link you provided.

From: McCrea, Tamre < tamre.mccrea@nhrs.org > Sent: Tuesday, September 3, 2019 1:10 PM

To: selectadmin < selectadmin@townofdanville.org>

Subject: Leo Beauchamp

Importance: High

Patty,

It was nice talking with you briefly a moment ago. Below is a secure link that NHRS provides to employers in order for them to provide us with certain personal documents. I'd like the weekly/bi-weekly detailed payroll history information showing wages, hours worked and the description for wages such as regular pay, holiday, overtime, special detail pay, etc. for Leo Beauchamp since he was first hired with the Town of Danville to the present time. In addition, please provide his contract or letter of hire indicating in what position he was hired for and the details of his hiring.

The secure link is: https://web1.zixmail.net/s/login?b=nhrs

Please let me know if you should have any questions regarding this request. Thank you.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as spam.

From:

Cavanaugh, Mark

Sent:

Friday, September 6, 2019 1:36 PM

To: Subject: McCrea, Tamre RE: Leo Beauchamp

Town offices are closed on Fridays so I will follow up with her in Monday re payroll and her request for the identity of the selectwoman which we will not disclose unless we get a RTK request.

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592

NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure

retirement benefits and superior service

From: McCrea, Tamre <tamre.mccrea@nhrs.org>

Sent: Friday, September 6, 2019 1:21 PM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Subject: RE: Leo Beauchamp

Ok let me know if you need anything.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure

retirement benefits and superior service

From: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Sent: Friday, September 6, 2019 1:18 PM

To: McCrea, Tamre < tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

I will get it from her

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592

NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre < tamre.mccrea@nhrs.org>

Sent: Friday, September 6, 2019 1:06 PM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Subject: RE: Leo Beauchamp

Oh okay. She never did send the payroll to me.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Sent: Friday, September 6, 2019 1:05 PM
To: McCrea, Tamre <tamre.mccrea@nhrs.org>

Subject: RE: Leo Beauchamp

I am handling this. I talked to the selectwomen and left a message for the town Manager.

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592
NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre < tamre.mccrea@nhrs.org>

Sent: Friday, September 6, 2019 1:04 PM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

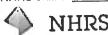
Subject: Leo Beauchamp

Mark,

Did you get a chance to talk with George yet about the email I sent earlier regarding the above man's FT group II police position with the Town of Danville?

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From:

McCrea, Tamre

Sent:

Thursday, August 29, 2019 1:35 PM

To:

Cavanaugh, Mark

Subject:

RE: Town of Danville Employee Manual

Yes. Also on the Mr. Briggs scenario I got to thinking that his BOS hours wouldn't necessarily count if he's elected.... We will discuss next week later. Have a nice time over the next few days®

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure

retirement benefits and superior service

From: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Sent: Thursday, August 29, 2019 1:18 PM To: McCrea, Tamre <tamre.mccrea@nhrs.org> Subject: RE: Town of Danville Employee Manual

34 then

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592

NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre < tamre.mccrea@nhrs.org>

Sent: Thursday, August 29, 2019 1:02 PM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org> Subject: RE: Town of Danville Employee Manual

No, as I indicated below their personal policy indicates on page 8 of each of these docs shows that a person is FT if they are scheduled to work an average of more than 35 hours per week in a FT position.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Sent: Thursday, August 29, 2019 12:44 PM
To: McCrea, Tamre < tamre.mccrea@nhrs.org >
Subject: RE: Town of Danville Employee Manual

Remember, since he is not a retiree he only has to reduce his hours to 39 per week to avoid enrollment.

Mark F. Cavanaugh, Esq.
Associate Counsel and Compliance Officer

mark.cavanaugh@nhrs.org (603) 410-3592

NHRS online: Website | Facebook | Twitter

Our Mission. To provide secure retirement benefits and superior service

From: McCrea, Tamre < tamre.mccrea@nhrs.org>

Sent: Thursday, August 29, 2019 12:14 PM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org > Subject: RE: Town of Danville Employee Manual

No, this Select person doesn't know why they are thinking this person is grandfathered. I asked that she try to find out if there is anything and provide to me.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Sent: Thursday, August 29, 2019 12:00 PM
To: McCrea, Tamre < tamre.mccrea@nhrs.org >
Subject: RE: Town of Danville Employee Manual

Have they cited any authority, correspondence, etc. that supports the grandfathering?

Mark F. Cavanaugh, Esq.
Associate Counsel and Compliance Officer
mark.cavanaugh@nhrs.org

(603) 410-3592 NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre < tamre.mccrea@nhrs.org> Sent: Thursday, August 29, 2019 11:40 AM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org > Subject: FW: Town of Danville Employee Manual

Mark,

The attached are policy manuals for the Town of Danville relating to Sheila Johansen's call to Stacie to start and then in contact with me. Starting on page 8 of each of these docs shows that a person is FT if they are scheduled to work an average of more than 35 hours per week in a FT position. The Town is telling her that Leo Beauchamp is in a PT grandfathered police chief position.

Just thought I'd provide what she sent me.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Sheila & Roy Johannesen < sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 11:03 AM
To: McCrea, Tamre < tamre.mccrea@nhrs.org>
Subject: Town of Danville Employee Manual

Here is the latest Employee Manual..... I also attached the 2016 one I had in case you wanted to see back then.

Sheila Johannesen

From:

McCrea, Tamre

Sent:

Thursday, August 29, 2019 1:31 PM

To:

Cavanaugh, Mark

Subject:

RE: Town of Danville Employee Manual

Wlcm

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Cavanaugh, Mark <mark.cavanaugh@nhrs.org>

Sent: Thursday, August 29, 2019 1:18 PM To: McCrea, Tamre <tamre.mccrea@nhrs.org> Subject: RE: Town of Danville Employee Manual

Thx

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592 NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre <tamre.mccrea@nhrs.org>

Sent: Thursday, August 29, 2019 1:17 PM

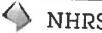
To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org > Subject: FW: Town of Danville Employee Manual

Since our discussion, I will follow up with the Town of Danville and request they send payroll history for the entire time Leo Beauchamp has been a police officer with them and any documentation which makes them believe he is grandfathered in any way from participation with NHRS. Sheila just called me again. I did discuss the RTN request with her.

Tamre McCrea

Employer Audit Manager

New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Sheila & Roy Johannesen < sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 12:17 PM
To: McCrea, Tamre < tamre.mccrea@nhrs.org>
Subject: Re: Town of Danville Employee Manual

One quick question, my inquiry to this situation, will my name be given as the person who is questioning this or if an audit is done?

Sheila Johannesen

In a message dated 8/29/2019 11:04:36 AM Eastern Standard Time, tamre.mccrea@nhrs.org writes:

Thank you. I'll take a look at this.

Tamre McCrea
Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.inccrea@nhrs.org

NHRS online: Website | Facebook | Twitter



NHRS

New Hampshite Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Sheila & Roy Johannesen < sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 11:03 AM
To: McCrea, Tamre tamre.mccrea@nhrs.org
Subject: Town of Danville Employee Manual

Here is the latest Employee Manual..... I also attached the 2016 one I had in case you wanted to see back then.

Sheila Johannesen

From:

Cavanaugh, Mark

Sent:

Thursday, August 29, 2019 1:18 PM

To:

McCrea, Tamre

Subject:

RE: Town of Danville Employee Manual

Thx

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592 NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure

retirement benefits and superior service

From: McCrea, Tamre <tamre.mccrea@nhrs.org>

Sent: Thursday, August 29, 2019 1:17 PM

To: Cavanaugh, Mark <mark.cavanaugh@nhrs.org> Subject: FW: Town of Danville Employee Manual

Mark,

Since our discussion, I will follow up with the Town of Danville and request they send payroll history for the entire time Leo Beauchamp has been a police officer with them and any documentation which makes them believe he is grandfathered in any way from participation with NHRS. Sheila just called me again. I did discuss the RTN request with her.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Sheila & Roy Johannesen < sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 12:17 PM To: McCrea, Tamre <tamre.mccrea@nhrs.org> Subject: Re: Town of Danville Employee Manual

One quick question, my inquiry to this situation, will my name be given as the person who is questioning this or if an audit is done?

Sheila Johannesen

In a message dated 8/29/2019 11:04:36 AM Eastern Standard Time, tamre.mccrea@nhrs.org writes:

Thank you. I'll take a look at this.

Tamre McCrea
Employer Audit Manager
New Hampshire Retirement System
603-410-3588 Lamre.mccrea@nhrs.org

NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement Systom

Our Mission: To provide secure retirement benefits and superior service

From: Sheila & Roy Johannesen <sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 11:03 AM
To: McCrea, Tamre < tamre.mccrea@nhrs.org >
Subject: Town of Danville Employee Manual

Here is the latest Employee Manual..... I also attached the 2016 one I had in case you wanted to see back then.

Sheila Johannesen

This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as spam.

From:

Cavanaugh, Mark

Sent:

Thursday, August 29, 2019 1:18 PM

To:

McCrea, Tamre

Subject:

RE: Town of Danville Employee Manual

34 then

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org

(603) 410-3592

NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre <tamre.mccrea@nhrs.org>

Sent: Thursday, August 29, 2019 1:02 PM

To: Cavanaugh, Mark <mark.cavanaugh@nhrs.org>
Subject: RE: Town of Danville Employee Manual

No, as I indicated below their personal policy indicates on page 8 of each of these docs shows that a person is FT if they are scheduled to work an average of more than 35 hours per week in a FT position.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure

retirement benefits and superior service

From: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Sent: Thursday, August 29, 2019 12:44 PM
To: McCrea, Tamre < tamre.mccrea@nhrs.org >
Subject: RE: Town of Danville Employee Manual

Remember, since he is not a retiree he only has to reduce his hours to 39 per week to avoid enrollment.

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592

NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre < tamre.mccrea@nhrs.org > Sent: Thursday, August 29, 2019 12:14 PM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org > Subject: RE: Town of Danville Employee Manual

No, this Select person doesn't know why they are thinking this person is grandfathered. I asked that she try to find out if there is anything and provide to me.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Sent: Thursday, August 29, 2019 12:00 PM
To: McCrea, Tamre < tamre.mccrea@nhrs.org >
Subject: RE: Town of Danville Employee Manual

Have they cited any authority, correspondence, etc. that supports the grandfathering?

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592
NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure

retirement benefits and superior service

From: McCrea, Tamre < tamre.mccrea@nhrs.org > Sent: Thursday, August 29, 2019 11:40 AM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org > Subject: FW: Town of Danville Employee Manual

Mark,

The attached are policy manuals for the Town of Danville relating to Sheila Johansen's call to Stacie to start and then in contact with me. Starting on page 8 of each of these docs shows that a person is FT if they are scheduled to work an average of more than 35 hours per week in a FT position. The Town is telling her that Leo Beauchamp is in a PT grandfathered police chief position.

Just thought I'd provide what she sent me.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Sheila & Roy Johannesen < sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 11:03 AM
To: McCrea, Tamre < tamre.mccrea@nhrs.org>
Subject: Town of Danville Employee Manual

Here is the latest Employee Manual..... I also attached the 2016 one I had in case you wanted to see back then.

Sheila Johannesen

From:

McCrea, Tamre

Sent:

Thursday, August 29, 2019 1:17 PM

To:

Cavanaugh, Mark

Subject:

FW: Town of Danville Employee Manual

Mark.

Since our discussion, I will follow up with the Town of Danville and request they send payroll history for the entire time Leo Beauchamp has been a police officer with them and any documentation which makes them believe he is grandfathered in any way from participation with NHRS. Shella just called me again. I did discuss the RTN request with her.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure

retirement benefits and superior service

From: Sheila & Roy Johannesen <sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 12:17 PM
To: McCrea, Tamre <tamre.mccrea@nhrs.org>
Subject: Re: Town of Danville Employee Manual

One quick question, my inquiry to this situation, will my name be given as the person who is questioning this or if an audit is done?

Sheila Johannesen

In a message dated 8/29/2019 11:04:36 AM Eastern Standard Time, tamre.mccrea@nhrs.org writes:

Thank you. I'll take a look at this.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org

NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retrement System

Our Mission: To provide secure

retirement benefits and superior service

From: Sheila & Roy Johannesen <sheilaandroy@aol.com> Sent: Thursday, August 29, 2019 11:03 AM To: McCrea, Tamre <tamre.mccrea@nhrs.org> Subject: Town of Danville Employee Manual</tamre.mccrea@nhrs.org></sheilaandroy@aol.com>
Here is the latest Employee Manual I also attached the 2016 one I had in case you wanted to see back then.
Sheila Johannesen
This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as spam.
This email has been scanned for spam and viruses by Proofpoint Essentials. Click here to report this email as

spam.

From:

McCrea, Tamre

Sent:

Thursday, August 29, 2019 1:02 PM

To:

Cavanaugh, Mark

Subject:

RE: Town of Danville Employee Manual

No, as I indicated below their personal policy indicates on page 8 of each of these docs shows that a person is FT if they are scheduled to work an average of more than 35 hours per week in a FT position.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure

retirement benefits and superior service

From: Cavanaugh, Mark <mark.cavanaugh@nhrs.org>

Sent: Thursday, August 29, 2019 12:44 PM To: McCrea, Tamre <tamre.mccrea@nhrs.org> Subject: RE: Town of Danville Employee Manual

Remember, since he is not a retiree he only has to reduce his hours to 39 per week to avoid enrollment.

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592

NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre < tamre.mccrea@nhrs.org> Sent: Thursday, August 29, 2019 12:14 PM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org > Subject: RE: Town of Danville Employee Manual

No, this Select person doesn't know why they are thinking this person is grandfathered. I asked that she try to find out if there is anything and provide to me.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Sent: Thursday, August 29, 2019 12:00 PM
To: McCrea, Tamre < tamre.mccrea@nhrs.org >
Subject: RE: Town of Danville Employee Manual

Have they cited any authority, correspondence, etc. that supports the grandfathering?

Mark F. Cavanaugh, Esq.
Associate Counsel and Compliance Officer
mark.cavanaugh@nhrs.org
(603) 410-3592
NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre < tamre.mccrea@nhrs.org>

Sent: Thursday, August 29, 2019 11:40 AM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org > Subject: FW: Town of Danville Employee Manual

Mark,

The attached are policy manuals for the Town of Danville relating to Sheila Johansen's call to Stacie to start and then in contact with me. Starting on page 8 of each of these docs shows that a person is FT if they are scheduled to work an average of more than 35 hours per week in a FT position. The Town is telling her that Leo Beauchamp is in a PT grandfathered police chief position.

Just thought I'd provide what she sent me.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Sheila & Roy Johannesen < sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 11:03 AM
To: McCrea, Tamre < tamre.mccrea@nhrs.org >
Subject: Town of Danville Employee Manual

Here is the latest Employee Manual	I also attached the 2016 one I had in case you wanted to see back then.
Sheila Johannesen	

From:

Cavanaugh, Mark

Sent:

Thursday, August 29, 2019 12:44 PM

To:

McCrea, Tamre

Subject:

RE: Town of Danville Employee Manual

Remember, since he is not a retiree he only has to reduce his hours to 39 per week to avoid enrollment.

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592

NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure

retirement benefits and superior service

From: McCrea, Tamre <tamre.mccrea@nhrs.org>

Sent: Thursday, August 29, 2019 12:14 PM

To: Cavanaugh, Mark <mark.cavanaugh@nhrs.org>
Subject: RE: Town of Danville Employee Manual

No, this Select person doesn't know why they are thinking this person is grandfathered. I asked that she try to find out if there is anything and provide to me.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Sent: Thursday, August 29, 2019 12:00 PM
To: McCrea, Tamre < tamre.mccrea@nhrs.org >
Subject: RE: Town of Danville Employee Manual

Have they cited any authority, correspondence, etc. that supports the grandfathering?

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592

NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre < tamre.mccrea@nhrs.org > Sent: Thursday, August 29, 2019 11:40 AM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org > Subject: FW: Town of Danville Employee Manual

Mark,

The attached are policy manuals for the Town of Danville relating to Sheila Johansen's call to Stacie to start and then in contact with me. Starting on page 8 of each of these docs shows that a person is FT if they are scheduled to work an average of more than 35 hours per week in a FT position. The Town is telling her that Leo Beauchamp is in a PT grandfathered police chief position.

Just thought I'd provide what she sent me.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Sheila & Roy Johannesen < sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 11:03 AM
To: McCrea, Tamre < tamre.mccrea@nhrs.org>
Subject: Town of Danville Employee Manual

Here is the latest Employee Manual..... I also attached the 2016 one I had in case you wanted to see back then.

Sheila Johannesen

From:

McCrea, Tamre

Sent:

Thursday, August 29, 2019 12:14 PM

To:

Cavanaugh, Mark

Subject:

RE: Town of Danville Employee Manual

No, this Select person doesn't know why they are thinking this person is grandfathered. I asked that she try to find out if there is anything and provide to me.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure

retirement benefits and superior service

From: Cavanaugh, Mark < mark.cavanaugh@nhrs.org>

Sent: Thursday, August 29, 2019 12:00 PM
To: McCrea, Tamre <tamre.mccrea@nhrs.org>
Subject: RE: Town of Danville Employee Manual

Have they cited any authority, correspondence, etc. that supports the grandfathering?

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592
NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure

retirement benefits and superior service

From: McCrea, Tamre < tamre.mccrea@nhrs.org > Sent: Thursday, August 29, 2019 11:40 AM

To: Cavanaugh, Mark < mark.cavanaugh@nhrs.org > Subject: FW: Town of Danville Employee Manual

Mark,

The attached are policy manuals for the Town of Danville relating to Sheila Johansen's call to Stacie to start and then in contact with me. Starting on page 8 of each of these docs shows that a person is FT if they are scheduled to work an average of more than 35 hours per week in a FT position. The Town is telling her that Leo Beauchamp is in a PT grandfathered police chief position.

Just thought I'd provide what she sent me.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



NHRS

New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

From: Sheila & Roy Johannesen <sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 11:03 AM
To: McCrea, Tamre < tamre.mccrea@nhrs.org>
Subject: Town of Danville Employee Manual

Here is the latest Employee Manual..... I also attached the 2016 one I had in case you wanted to see back then.

Sheila Johannesen

From:

Cavanaugh, Mark

Sent:

Thursday, August 29, 2019 12:00 PM

To:

McCrea, Tamre

Subject:

RE: Town of Danville Employee Manual

Have they cited any authority, correspondence, etc. that supports the grandfathering?

Mark F. Cavanaugh, Esq.

Associate Counsel and Compliance Officer mark.cavanaugh@nhrs.org (603) 410-3592

NHRS online: Website | Facebook | Twitter

Our Mission: To provide secure retirement benefits and superior service

From: McCrea, Tamre <tamre.mccrea@nhrs.org> Sent: Thursday, August 29, 2019 11:40 AM

To: Cavanaugh, Mark <mark.cavanaugh@nhrs.org>
Subject: FW: Town of Danville Employee Manual

Mark,

The attached are policy manuals for the Town of Danville relating to Sheila Johansen's call to Stacie to start and then in contact with me. Starting on page 8 of each of these docs shows that a person is FT if they are scheduled to work an average of more than 35 hours per week in a FT position. The Town is telling her that Leo Beauchamp is in a PT grandfathered police chief position.

Just thought I'd provide what she sent me.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



MUKS

New Hampshire Returnent System

Our Mission: To provide secure retirement benefits and superior service

From: Sheila & Roy Johannesen < sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 11:03 AM
To: McCrea, Tamre < tamre.mccrea@nhrs.org >
Subject: Town of Danville Employee Manual

Here is the latest Employee Manual..... I also attached the 2016 one I had in case you wanted to see back then.

Sheila Johannesen	She	ila	Joh	an	nae	۵r
-------------------	-----	-----	-----	----	-----	----

From:

McCrea, Tamre

Sent:

Thursday, August 29, 2019 11:40 AM

To:

Cavanaugh, Mark

Subject:

FW: Town of Danville Employee Manual

Attachments:

2016 EmploymentManual (5).doc; 2018 Employee Manual cxx typo.pdf

Mark,

The attached are policy manuals for the Town of Danville relating to Sheila Johansen's call to Stacie to start and then in contact with me. Starting on page 8 of each of these docs shows that a person is FT if they are scheduled to work an average of more than 35 hours per week in a FT position. The Town is telling her that Leo Beauchamp is in a PT grandfathered police chief position.

Just thought I'd provide what she sent me.

Tamre McCrea

Employer Audit Manager New Hampshire Retirement System 603-410-3588 | tamre.mccrea@nhrs.org NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure

retirement benefits and superior service

From: Sheila & Roy Johannesen <sheilaandroy@aol.com>

Sent: Thursday, August 29, 2019 11:03 AM To: McCrea, Tamre <tamre.mccrea@nhrs.org> Subject: Town of Danville Employee Manual

Here is the latest Employee Manual..... I also attached the 2016 one I had in case you wanted to see back then.

Sheila Johannesen

From:

McCrea, Tamre

Sent:

Thursday, August 29, 2019 9:55 AM

To: Subject:

Cavanaugh, Mark Town of Danville

Mark,

I got in touch with the Select board member from the Town of Danville regarding the call Stacie took yesterday indicating that Leo Beauchamp was hired two years ago as a part-time police chief, but she has looked at payroll and he's working repeatedly over 40 hours/wk. He doesn't get the same exact benefits as other full-time police members of theirs but he and the town both pay towards his health insurance. Not sure but if it's the same guy in PG who term'd employment in the police fund for Sandown and withdrew his funds in 2000 he's 60 yrs old.

I told the Select Board member that it is mandatory enrollment for police and fire so long as the person is working the # of hours the Town deems full time to be. I explained what you told me about police standards and training says PT police can't work more than 1,300 hours annually. I also told her NHRS is not aware of any grandfathering that allows a police chief or officers to work PT as many hours as they wish.

I'm not sure at this point if you want me to contact the Town and what the next steps should be. I could ask for a copy of his payroll showing hours worked since his date of hire.

Please advise. Thank you.

Tamre McCrea

Employer Audit Manager
New Hampshire Retirement System
603-410-3588 | tamre.mccrea@nhrs.org
NHRS online: Website | Facebook | Twitter



New Hampshire Retirement System

Our Mission: To provide secure retirement benefits and superior service

