

**Selectmen's Meeting  
Monday, October 19, 2015**

Chairman Morgan called the meeting to order at 4:18 PM. Present were Selectmen Richard Morgan, Franklin Riley, and Robert Freeman, and Ellen White, Town Administrator, who recorded the minutes.

Morgan opened the meeting with the Pledge of Allegiance.

Morgan made a motion to approve the minutes from the Selectmen's Meeting held on 10/5/2015. Riley seconded. A unanimous vote was taken.

Morgan made a motion to approve the minutes from the Selectmen's Department Head Meeting & Workshop held on 10/5/2015. Freeman seconded. A unanimous vote was taken.

The Payroll Voucher was submitted for the week ending 10/17/2015 in the amount of \$36,277.98. Morgan made a motion to approve and sign the voucher. Freeman seconded. A unanimous vote was taken.

The Accounts Payable Voucher was submitted for the week ending 10/10/2015 in the amount of \$524,026.32, including accounts payable of \$35,274.32, fire precinct payment of \$35,250.00 and a school payment of \$453,502.00. Morgan made a motion to approve and sign the voucher. Freeman seconded. A unanimous vote was taken. Morgan announced that they review each and every invoice prior to approving the voucher total.

Morgan announced that \$500,000 was borrowed from the Tax Anticipation Note last week in order to make their obligations but noted this to be the latest date of borrowing for several years.

The Highway Department Work Logs were received for the weeks ending 10/10/2015 and 10/17/2015.

The 2015 Form MS-1: Summary Inventory of Valuation was presented for signatures. Morgan made a motion to sign the form. Freeman seconded. A unanimous vote was taken. Morgan announced that the overall value reduced by \$60 million for a net valuation of \$634,592,254. Morgan commented that the impact of the value reduction will likely increase the tax rate. He added that the tax rate is already subject to increase due to the County.

A Purchase Order payable to Gray & Thompson Concrete Forms LLC in the amount of \$8,190.00 for the replacement of concrete pads under the compactors at the Transfer Station was presented for signatures. Morgan stated that the Board already awarded the contract to Gray & Thompson last year but they were unable to complete the work prior due to weather conditions. Morgan then made a motion to approve the purchase order. Freeman seconded. A unanimous vote was taken.

The Board received a letter from Rick St. Jean requesting consideration for the vacancy on the Trustees of Trust Funds. Morgan made a motion to appoint Rick St. Jean to the Trustee position. Freeman seconded. A unanimous vote was taken. Morgan thanked St. Jean for his interest.

A Contract for Use of Facilities was received from the Green Mountain Conservation Group requesting use of the Town Hall gym on 12/3/2015 for a student water quality presentation. The schedule was verified by Peter Waugh, Recreation Director, and the applicable deposit has been received. Morgan made a motion to approve the contract. Freeman seconded. A unanimous vote was taken.

An Intent to Cut Timber was received from Gary Mooers for the property located on Map 248, Lot 37. The intent is to cut 7.8 acres of the 7.8 acre parcel and the logger listed is Randolph Fry. The taxes are paid and there is no cemetery noted. Morgan made a motion to approve the intent. Freeman seconded. A unanimous vote was taken.

The Board received a letter from Assessor Todd Haywood acknowledging the completion of the revaluation project. Haywood provided the Board with the results of the revaluation which fall within the guidelines set by the NH Assessing Standards Board.

A Request for Permission for Snowmobile Access was received from the Ossipee Valley Snowmobile Club for the use of the trail from Ossipee Lake to Constitution Park, Polly's Crossing Road to Route 16 for access to Sunny Villa Restaurant, and Archers Pond Road. Mitch Gordon and George Kaye were present from the Snowmobile Club to address some concerns. Gordon questioned if the Board would like signage placed on the access in question or not allow access. Roy Barron stated that Polly's Crossing Road is being used year-round for logging and excavation operations and expressed his concern for safety with limited visibility on the hill as well as only having a single lane of travel. Discussion ensued. Selectman Freeman, Barron and the Snowmobile Club will meet to come up with a solution for the Polly's Crossing Road access. Morgan made a motion to approve access to Constitution Park. Freeman seconded. A unanimous vote was taken. Morgan made a motion to approve access over Archers Pond Road. Freeman seconded. A unanimous vote was taken.

The Board received a copy of email correspondence received from the NH DES regarding the dilapidated building located at 44 Danville Road. Morgan stated that the owner is in the process of cleaning up the property.

The Board received programming updates from Time Warner Cable.

The Board received a copy of the Consent Calendar Agenda from Executive Councilor Kenney for the meeting held on 10/8/2015.

The Board received information on a Forest Laws for Municipal Officials workshop being held by UNH in Lancaster. Morgan requested that the information be forwarded to Timber Monitor Bob Boyd.

#### Old Business:

Highway Garage - Morgan stated that they met earlier in a Department Head meeting with Brad Harriman, Public Works Director, and they reviewed the preliminary figure of \$485,000 for the Highway Garage addition. Morgan stated that there have been no updates to the garage since it was built in 1975 and they have been building a capital reserve fund for several years. Morgan commented that this Board is committed to making the addition happen without raising taxes to do so. Morgan added that the Town is in a good financial position with no long-term debt.

Tree Removal – Harriman informed the Board that the tree at the intersection of Moultonville Road and Ossipee Mountain Road is scheduled for removal tomorrow.

Library Masonry Repairs – Librarian Maria Moulton stated that Jay Hounsell was at the Library today but she was unsure whether he was finished.

Whittier Covered Bridge – Harriman stated that work has been progressing over the past three weeks and added that he will be in contact with Hoyle, Tanner & Associates to see if they will continue their monthly progress meetings.

#### New Business:

Morgan announced that they would begin the budget review.

Conservation Agent – Morgan stated that the budget was increased in 2015 to bring on board a Timber Monitor who has been actively working 3-4 hours per week. The proposed budget of \$3,230.00 includes

wages and payroll taxes for the Timber Monitor. Morgan made a motion to approve the Conservation Agent budget in the amount of \$3,230.00. Freeman seconded. A unanimous vote was taken.

Board of Selectmen – Morgan announced a level-funded budget request in the amount of \$16,364.00. Morgan made a motion to approve the Board of Selectmen budget in the amount of \$16,364.00. Freeman seconded. A unanimous vote was taken.

Legal – White stated that the proposed budget includes an increase of \$5,000.00 accounting for 2016 being a year following the revaluation and also when the next Union Contract will be negotiated. Morgan made a motion to approve the Legal budget in the amount of \$35,000.00. Freeman seconded. A unanimous vote was taken.

Treasurer – Harry Merrow presented the Treasurer's budget in the amount of \$11,330.00 noting an increase of \$850 for the purchase of new software that will work with the finance software. Morgan made a motion to approve the Treasurer's budget in the amount of \$11,330.00. Freeman seconded. A unanimous vote was taken.

Welfare – Morgan announced a level-funded budget request in the amount of \$55,269.00. Morgan made a motion to approve the Welfare budget in the amount of \$55,269.00. Freeman seconded. A unanimous vote was taken.

Dam Authority – White stated that she received the report this afternoon with an amount due from the Town of Ossipee of \$8,169.40 which is 56.9% of Ossipee's equalized assessment value. Morgan made a motion to approve the Dam Authority budget in the amount of \$8,169.40. Freeman seconded. A unanimous vote was taken.

Patriotic Purposes – White stated that Mark Washburn has not receive the quote for the memorial flags and markers yet. Morgan stated that they will hold off on the budget review until next Monday.

Trustees of Trust Funds – Condict Billings presented the Trustees of Trust Funds budget request in the amount of \$5,739.00 noting a \$450 increase for the purchase of accounting software offset by a reduction in wages, mileage and education. Morgan made a motion to approve the Trustees of Trust Funds budget in the amount of \$5,739.00. Freeman seconded. A unanimous vote was taken. Morgan questioned the status of the Trustees MS forms needed for the tax rate setting. Billings responded that Trustee Peter Zavas was working on some discrepancies found. Morgan requested that White contact Zavas to find out the status of the forms.

Cemeteries – Roy Barron presented the Cemeteries request for level funded budget in the amount of \$29,654.00. Barron stated that he may have some warrant articles incoming for a storage garage and new mower that would be contingent upon acceptance of the Chickville Church Cemetery at Town Meeting. Morgan made a motion to approve the Cemeteries budget in the amount of \$29,654.00. Freeman seconded. A unanimous vote was taken.

This concluded the business portion of the meeting and Morgan opened the meeting to public input.

Public Input:

John Lee of 9 Dorrs Corner Road asked if the Board had reviewed the building permit he submitted. Morgan answered that it was given to Zoning Enforcement Officer David Senecal to come up with additional provisions because the timeline presented is not realistic. Discussion took place on Lee's plan to install Roy Barron's mobile home next year. Lee stated that he needs the building permit in order to pour the slab in this year. Pastor John Donovan reviewed several steps that have been taken to assist Lee including creating a new progress timeline. Discussion took place on installing a temporary structure on-site this winter for Lee to

reside in. Morgan responded the Board cannot endorse anyone living in substandard housing. Donovan questioned if the Board would allow a winterized camping trailer so Lee is not living in his vehicle. Riley suggested waiting for Senecal's response before any further decision is made. Carol Holyoake, Reporter for the Carroll County Independent, questioned if there were any mobile homes available in Ossipee Mountain Estates for Lee to reside in for the winter. White responded that it is an owner-occupied community so he would have to own the home to live there.

Holyoake questioned the purpose of the earlier Department Head meeting. Morgan responded that the Town Administrator holds a monthly Department Head meeting, and the Board of Selectmen attends once per quarter. Morgan commented that today's meeting was productive and it is a good opportunity to open communication.

Holyoake questioned when the Budget Committee begins their budget review process. White responded that the Budget Committee will review the budgets presented to the Selectmen today a week from Wednesday, on 10/28/2015 at 6:30 PM.

State Representative Ed Comeau informed the Board that the Department of Revenue's preliminary evaluation has been completed and was distributed at today's Delegation meeting. Comeau stated that copies are available on Government Oversight's Facebook page and upon email request to [edcomeau@live.com](mailto:edcomeau@live.com). Comeau urged the community to contact the County for explanation on items found in the evaluation. Comeau stated that the County Administrator will be seeking proposals for their auditing service. Discussion took place on the different audits available to be conducted.

Morgan polled the Board for a non-public session under RSA 91-A:3, II (e) at 5:02 PM. Roll call vote was taken. Morgan answered yes, Freeman answered yes, and Riley answered yes. Morgan made a motion to adjourn the non-public session at 5:19 PM. Freeman seconded. A unanimous vote was taken.

Public session reconvened at 5:20 PM.

Morgan stated that the free cleanup day yielded 400+ cars and was very well attended.

Billings questioned how the Chickville Church Association's meeting went. Morgan answered that he attended and a vote was taken and passed to convey the cemetery to the Town. Morgan stated that a committee has been formed to work out the details. Morgan also stated that they would like to formalize the acceptance through Town Meeting and set up a capital reserve fund for perpetual care. Billings recommended the review of the cemetery plot pricing.

Being no further input, Morgan made a motion to adjourn. Freeman seconded. A unanimous vote was taken.

Adjourned at 5:22 PM.

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Richard H. Morgan, Chairman

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Franklin R. Riley

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Robert C. Freeman

To be approved 10/26/2015