

Selectmen's Meeting
Monday, January 11, 2016

Chairman Morgan called the meeting to order at 4:15 PM. Present were Selectmen Richard Morgan, Robert Freeman, and Franklin Riley, 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 1/6/2016. Freeman seconded. A unanimous vote was taken.

Morgan made a motion to approve the minutes from the Selectmen's Workshop held on 1/4/2016. Freeman seconded. A unanimous vote was taken.

Morgan made a motion to approve the minutes from the Selectmen's Meeting held on 1/4/2016. Freeman seconded. A unanimous vote was taken.

The Payroll Voucher was submitted for the week ending 1/9/2016 in the amount of \$37,506.19. 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 12/31/2015 in the amount of \$43,825.08. 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 1/2/2016 in the amount of \$46,923.20. Morgan made a motion to approve and sign the voucher. Freeman seconded. A unanimous vote was taken. Morgan stated that the Board reviews every invoice prior to accepting the manifest batch totals.

An Intent to Cut Timber was received from Steven E. Brown for the property located on Map 252, Lot 31. The intent is to cut 16.43 acres from the 16.43 acre parcel and the logger listed is Steven E. Brown. The taxes are paid and there is no cemetery noted. Morgan made a motion to sign the intent. Freeman seconded. A unanimous vote was taken.

The Highway Department Work Log was received for the week ending 1/9/2016.

The Board received a memo from Public Works Director Brad Harriman regarding a request to have the NH DOT conduct Road Safety Audits at the intersections of Route 16 and Granite Road and Route 16 and Mount Shaw Road. Harriman reviewed the criteria to qualify for the audit and presented the applications for signatures. Morgan commented that this is the first step in making sure the State addresses the Town's concerns. Morgan made a motion to sign the applications. Freeman seconded. A unanimous vote was taken.

The Board received notice that the Ossipee Public Library returned \$4,750.00 in unused appropriated funds to the Town of Ossipee. Morgan, on behalf of the Board, thanked the Library Trustees for the return of funds.

A letter of acknowledgment outlining the services to be provided by Auditors Plodzick and Sanderson was presented for review and signatures. Morgan stated that the services have been reviewed and commented that the auditors have specified a timeline of completion no later than 90-days after their field work has been completed. Morgan made a motion to sign the acknowledgement. Freeman seconded. A unanimous vote was taken.

An Application for Veteran's Credit (Map 75, Lot 46) was presented for signatures. The Assessor has reviewed the application and noted that all requirements have been met. Morgan made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

A Supplemental Intent to Cut Timber was received from Ossipee Aggregates for the properties located on Map 266, Lot 7, and Map 274, Lots 9, 10, 11 and 12. Morgan made a motion to sign the Supplemental Intent. Freeman seconded. A unanimous vote was taken.

An Intent to Cut Timber was received from Maria LaGuardia for the property located on Map 242, Lot 33. The intent is to cut 2 acres from the 8 acre parcel and the logger listed is Mark Dubel. The taxes are paid and there is no cemetery noted. Morgan made a motion to sign the intent. Freeman seconded. A unanimous vote was taken.

An Intent to Cut Timber was received from Florence Hughes for the property located on Map 121, Lot 3. The intent is to cut 1.6 acres from the 1.6 acre parcel and the logger listed is Dale E. Crawford. The taxes are paid and there is no cemetery noted. Morgan made a motion to sign the intent. Freeman seconded. A unanimous vote was taken.

An Application for Veteran's Credit (Map 254, Lot 19) was presented for signatures. The Assessor has reviewed the application and noted that all requirements have been met. Morgan made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

An Application for Veteran's Credit (Map 75, Lot 46) was presented for signatures. The Assessor has reviewed the application and noted that all requirements have been met. Morgan made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

A questionnaire provided by Auditors Plodzick & Sanderson reviewing the Board's responsibilities in overseeing the financial process of the Town was presented for response and signatures. Morgan made a motion to sign the questionnaire. Freeman seconded. A unanimous vote was taken.

An Application for Veteran's Credit (Map 44, Lot 56) was presented for signatures. The Assessor has reviewed the application and noted that all requirements have been met. Morgan made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

An Application for Veteran's Credit (Map 88, Lot 13) was presented for signatures. The Assessor has reviewed the application and noted that all requirements have been met. Morgan made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

An Application for Elderly Exemption was presented for signatures. The Assessor has reviewed the application and noted that all requirements have been met. Morgan made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

Carol Holyoake, Reporter for the Carroll County Independent, questioned if the Veteran's and Elderly Exemption applications are typical this time of year. Morgan confirmed. He also stated that the Selectmen are proposing a Warrant Article this year to increase the income limits and the amount of the Elderly Exemption.

Morgan announced that the Board will be meeting again on Wednesday, 1/13/2016 at 2:00 PM to finalize the Warrant Articles.

A Purchase Order payable to White Mountain Audio Visual in the amount of \$1,078.00 for providing the audio at Town Meeting was presented for signatures. Morgan made a motion to approve the Purchase Order. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to Virtual Town Hall Holdings in the amount of \$1,667.00 for the website design and development (installment 2 or 3) was presented for signatures. Morgan made a motion to approve the Purchase Order. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to Select Print Solutions in the amount of \$2,074.00 for the printing of the 2015 Town Reports was presented for signatures. Morgan made a motion to approve the Purchase Order. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to Avitar Associates of New England, Inc. in the amount of \$5,888.00 for Avitar Assessing and Avitar Building Permit software support was presented for signatures. Morgan made a motion to approve the Purchase Order. Freeman seconded. A unanimous vote was taken.

Form 941: Employer's Quarterly Federal Tax Return was presented for signatures. Morgan stated that the total deposits made for the quarter totaled \$118,170.67. Morgan made a motion to sign the form. Freeman seconded. A unanimous vote was taken.

The Board received an updated copy of the certificate of insurance from Time Warner Cable as well as the programming updates.

The Board received a letter from the Lakes Region Planning Commission informing them that the Town's Transportation Advisory Committee Representative's term is due to expire 2/1/2016. The Board asked Harriman if he is interested in serving as the Town's Representative again. Harriman confirmed. Morgan made a motion to renew Harriman's appointment to serve as the Town's Representative to the Lakes Region Planning Commission's Transportation Advisory Committee. Freeman seconded. A unanimous vote was taken. White was asked to forward a letter acknowledging Harriman's reappointment to the Committee.

Old Business:

Whittier Covered Bridge – Harriman reported that he visited the site this morning and all that remains is the office trailer. He is also in receipt of the letter noting substantial completion as of 12/24/2015 which has been submitted for grant reimbursement. Harriman stated that a recent pay request for the punch list items has been submitted to Hoyle, Tanner & Associates for their review.

Highway Garage – Harriman reported that he met with Bauen Corp. last Friday to review the electrical needs to finalize the proposal. Harriman has requested a figure for the budget by Wednesday. Morgan stated that he would like to facilitate a field trip to Lakes Region Fire Apparatus to view the proposed portable lift prior to finalizing the figures. Riley reiterated that they want to ensure safety as the first priority. Freeman stated that he will organize the visit.

Harriman stated that the past weekend's weather event went smoothly and only required sanding. Freeman commented that the Highway crew did a great job.

White requested that the Board amend the insurance budget line based upon two quotes she has received from Primex and Trident, both not to exceed \$123,000. White recommends reducing the budget line from \$155,000 to \$130,000. Morgan made a motion to reduce the insurance budget line to \$130,000. Freeman seconded. A unanimous vote was taken.

New Business:

None presented.

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

Public Input:

Ron Adams, Conservation Commission Chairman, questioned if the improvements to be made to the intersection of Routes 28 and 171 include installing six lanes. Riley responded that they will be installing right-turn lanes only. Adams questioned whether there will be any elevation changes to assist with the line of vision. Harriman responded that it was considered but no profile change was incorporated into the plan. Morgan stated that he still firmly believes that a traffic light is the only way to bring proper resolve.

Adams questioned the process for making a budget amendment to accommodate having the build-out study performed by FB Environmental (previously presented to the Board by Green Mountain Conservation Group). Morgan stated that he has no interest in working with GMCG and if they are involved, he will not support it. Adams stated that the contract will be with FB Environmental. Discussion took place on what the study will provide for data and how it may be used to prevent further development. Adams stated that potential deterioration to Ossipee Lake may be detrimental to the lakefront values. Morgan responded that the watersheds are already protected. Morgan and Riley both expressed their concern for how the data compiled would be used. Morgan informed Adams that the funding request can come in as a Petition Warrant Article or amendment at Town Meeting.

Holyoake questioned if there is any update on the closure of the Sweet Paws Inn. Morgan responded that it is still pending court and he is optimistic that the owner will be ordered to pay restitution but questions how soon before the shelter expenses paid by the Town will be recouped. Morgan commented that it is unfair of the owner to not surrender the dogs and leave the expense of their care in the hands of the other taxpayers.

Holyoake questioned if there is a timeframe for updating the Outdoor Event Ordinance. Morgan responded that it will be reviewed this year.

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Holyoake also questioned if there have been any updates made to the Sign Ordinance. Morgan responded that the Zoning Enforcement Officer is compiling pictures and permit information on existing signs, a time consuming project, but it is part of compliance research they are conducting.

Holyoake questioned if there is a list of Warrant Articles available yet. Morgan responded that they will be finalizing them on Wednesday and they will be available after that meeting.

Holyoake commented that she reviewed past minutes and questioned if there was an issue with the Water & Sewer Department purchasing a new truck. Morgan responded that major purchases are made through the Warrant Article process and the Department did not follow this procedure. Morgan stated that Commissioners control the Department's budget which is only overseen by the Budget Committee. The question was raised of where the money came from to make the purchase.

Holyoake questioned if the Board is considering a Warrant Article to bring the Water & Sewer Department back under the control of the Board of Selectmen. Morgan confirmed that the Board is working on such Warrant Article to take over effective 1/1/2017. Morgan reviewed the establishment of the Commission in 1997 and the issues related to the Department functioning as a separate entity but under the Town's insurance and federal identification number. Discussion took place about how the system should be appropriately separated as a village district but the fact that the 350 system users would be unable to sustain the costs to maintain the system does not allow that as an option. Morgan stated that the Board is aware of many questions and comments that will come out of this transition but is hopeful that it will give the remainder of the year for them to come up with a plan to move forward if voted in favor at Town Meeting. Holyoake questioned if the Commissioners are aware of the Board's intentions. Morgan confirmed. He added that the proposal for the establishment of an advisory committee of system users would be essential in targeting system needs.

Morgan announced the following upcoming meetings:

Wednesday, 1/13/2016 at 2:00 PM – Selectmen’s Meeting for Warrant Articles

Wednesday, 1/20/2016 at 6:30 PM – Budget Committee Meeting

Wednesday, 2/3/2016 at 6:30 PM – Public Budget Meeting at Town Hall

Morgan encouraged the public’s attendance at the Public Hearing as a way for the taxpayers to get informed.

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

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Adjourned at 5:06 PM.

Richard H. Morgan, Chairman

Franklin R. Riley

Robert C. Freeman

To be approved 1/25/2016