

**Selectmen's Meeting  
Monday, April 18, 2016**

These minutes were recorded by Ellen White, Town Administrator.

**Call to Order:**

Chairman Riley called the meeting to order at 4:15 PM.

Riley opened the meeting with the Pledge of Allegiance.

**Attendance by Roll Call:**

Present were Selectmen Franklin Riley, Robert Freeman and Richard Morgan.

**Meeting Minutes:**

Riley made a motion to approve the minutes from the Selectmen's Meeting held on 4/11/2016. Freeman seconded. A unanimous vote was taken.

Riley made a motion to approve the minutes from the Selectmen's Workshop & Joint Meeting held on 4/11/2016. Freeman seconded. A unanimous vote was taken.

**Accounts Payable & Payroll Manifests:**

The Payroll Voucher was submitted for the week ending 4/16/2016 in the amount of \$39,149.66. The Accounts Payable Voucher total for the week ending 4/9/2016 was \$132,596.33 including Accounts Payable of \$23,849.08 and payments to the Fire Precincts totaling \$108,747.25. Riley made a motion to approve and sign the check voucher. Freeman seconded. A unanimous vote was taken. Riley commented that the Board reviews each and every invoice prior to approving the manifest totals.

**Review of Red Folder:**

A Request to the Trustees of Trust Funds requesting the withdrawal of \$165,771.00 from the Highway Building Capital Reserve for expenses related to the Highway Garage Addition was presented for signatures. Riley made a motion to sign the request. Freeman seconded. A unanimous vote was taken.

A Request to the Trustees of Trust Funds requesting the withdrawal of \$374.00 from the Bridge Replacement and/or Repair Expendable Trust for the reimbursement of payments made to White Mountain Survey for the Valley Road Bridge was presented for signatures. Riley made a motion to sign the request. Freeman seconded. A unanimous vote was taken.

The Highway Department Work Log was submitted for the week ending 4/16/2016.

A Purchase Order payable to Skehan Home Center in the amount of \$8,945.02 for the purchase of materials needed for the Highway Garage Addition was presented for signatures. Riley made a motion to sign the purchase order. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to Hertz Equipment Rental in the amount of \$6,340.00 for the rental of an excavator was presented for signatures. Riley made a motion to sign the purchase order. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to Bauen Corporation in the amount of \$397,882.00 for the Highway Garage Addition was presented for signatures. Riley made a motion to sign the purchase order. Freeman seconded. A unanimous vote was taken.

An Application for Elderly Exemption and Veteran's Credit was submitted for review. The Assessor has determined that the applicant's income exceeds the amount to be eligible for the Elderly Exemption and

therefore recommends denial. It was also noted that the application is already receiving the Veteran's Credit. Riley made a motion to deny the application. Freeman seconded. A unanimous vote was taken.

An Application for Elderly Exemption was submitted for review. The Assessor has determined that the applicant meets all requirements to be eligible for the Elderly Exemption and therefore recommends approval. Riley 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 amount of applications received is a result of the increase in the Elderly Exemption levels approved at Town Meeting. White responded that the application deadline is 4/15/2016 annually.

An Application for Veteran's Credit was submitted for review. The Assessor has determined that the applicant meets all requirements to be eligible for the credit and therefore recommends approval. Riley made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

A Request for an Abatement was received from David & Robin Breen for the property located on Map 247, Lot 8. The Assessor recommends a reduction in value of \$84,300 resulting in a refund/abatement of \$1,755.97 for adjustments made to account for unfinished areas in the building. Riley made a motion to grant the abatement. Freeman seconded. A unanimous vote was taken.

A Request for an Abatement was received from Edward & Pamela Vergato for the property located on Map 54, Lot 2, Sub Lot 8. The Assessor recommends a reduction in value of \$10,200 resulting in a refund/abatement of \$213.80 for adjustments made to reflect necessary repairs needed to the building. Riley made a motion to grant the abatement. Freeman seconded. A unanimous vote was taken.

An Excavation Tax Warrant in the amount of \$0.00 was presented for signatures. Riley made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

The Contract for the hosting of the Planet Aid collection bins at the Transfer Station was presented for further review. Riley made a motion to deny executing the contract. Freeman seconded. A unanimous vote was taken. Morgan encouraged clothing donations be made to either Agape's Thrift Store or the White Horse Addiction Center where they would be utilized in the local community.

An Excavation Tax Warrant in the amount of \$11,760.16 was presented for signatures. Riley made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

An Excavation Tax Warrant in the amount of \$621.44 was presented for signatures. Riley made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

An Excavation Tax Warrant in the amount of \$495.44 was presented for signatures. Riley made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

The Real Estate Transfer Declaration Form CD-57-P and Inventory of Property Transfer Form PA-34 for the donated parcels received from the Chickville Cemetery Association, Inc. were presented for signatures. Riley made a motion to sign the forms. Freeman seconded. A unanimous vote was taken.

The Board received an Official Notice of Hearing from the Planning Board as an abutter to the property located on Map 138, Lot 3 that is seeking a boundary line adjustment.

The Board received a letter from the NH DOT along with an updated report of Red List Bridges. It was noted that the number of State Red List bridges increased from 153 to 154, and the Municipal Red List

decreased from 344 to 338. Of the three municipally responsible bridges in Ossipee, the Archer's Pond Bridge has been completed and the Valley Road Bridge is in progress and the culvert replacement on Paddy Acre Road is also in the works. Morgan stated that a lot of surrounding communities are faced with significant bridge repair and replacement projects which is why the Board is in support of continuing to add to the Capital Reserve Fund to have funds available for future projects. Ash Fischbein questioned if there will be a traffic diversion over Newman Drew Road while the State repairs the State Bridge over Bearcamp River. Brad Harriman, Public Works Director, answered that the State will likely install a temporary bridge during the construction rather than utilize a Town road for traffic flow. He added that the NH DOT will be developing a transportation plan for the projects soon at which time the traffic flow will be addressed.

The Board received a letter from the Tri-County Transit requesting participation and meeting attendance from the Board at the Transit Advisory Council Meetings.

A notice printed from the NH Fish and Game Department's website regarding the closure of the Ossipee Lake Boat Ramp on Pine River was read. The boat ramp will be undergoing many improvements over a series of 12-14 weeks with the work starting on 3/28/2016. It was noted by White that the Town has received no correspondence on the project up until the point when Recreation Director Peter Waugh visited the ramp and spoke with the Site Foreman. Discussion took place on how this will impact the boating season and the lack of parking areas at the alternative boat launch location. All inquiries regarding this project should be directed to Garret Graaskamp at 603-271-1748 or Jane Vachon at 603-271-3211. Morgan suggested sending a letter requesting temporary access for the Independence Day holiday.

The Board received a memo from White reviewing the quotes received for the Town's property-liability, worker's compensation and unemployment compensation insurance coverage. White recommends awarding the contract to Traveler's Insurance. Riley made a motion to select Traveler's Insurance. Freeman seconded. A unanimous vote was taken. White announced that the Town will be saving approximately \$30,000 annually.

The Conservation Commission's recommendation for the appointment of Tim Otterbach as a Commission member was reviewed. Mr. Otterbach, present in the audience, introduced himself to the Board. Riley made a motion to appoint Tim Otterbach to the Conservation Commission. Freeman seconded. A unanimous vote was taken. The Board thanked him for his interest in serving on the Commission.

### **Old Business:**

Whittier Covered Bridge – Harriman reported that he will be reaching out to the NH DOT for an update on the status of the appropriation of Federal funding needed to move onto Phase III.

Highway Garage Addition – Harriman stated that along with the purchase order approved today, additional purchase orders will be incoming to total the \$494,000 approved at Town Meeting.

Intersection of Routes 171 & 28 – Nothing new to report.

Bub Avery Memorial Gymnasium Floor – Harriman stated that he has met with two companies this week who will be providing options and cost for the floor's replacement.

Chickville Cemetery & Meeting House – Riley announced that the Board met with the Cemetery Trustees today to discuss the maintenance of the cemeteries. He noted that the Town will be responsible for the maintenance of and around the Meeting House.

Morgan questioned the Conservation Commission's ability to fund the build-out study that was presented as a petitioned Warrant Article at Town Meeting, and failed. Phil Custeau commented that the Town voted against raising \$3,000 toward the study. Discussion took place on whether grant funds would be used for the

study and whether they could be accepted. The Board requested that correspondence be sent to the Planning Board and Conservation Commission for discussion prior to any commitments being made. Fischbein questioned why the Board is against the build-out study. Several reasons were given including the arrival of the funding request late into the budget season and the fact that the build-out analysis should not prompt the update of the Master Plan but be considered during the process of the update. Julie Rosiak commented that the request for funding was never presented to the Budget Committee for their recommendation.

Fischbein questioned a comment made about the Master Plan being useless. Morgan responded that it is not useless but it has historically not been followed. It has been prepared, finalized and filed away on a shelf without consideration of its contents. Holyoake questioned if there is a policy that Department Heads defer to the Master Plan when planning their projects. Morgan commented that past projects have been completed, not because of the Master Plan, but because of the need presenting themselves at the present time. Discussion took place on the need for implementing 5-year and 10-year plans and eventually a Capital Improvement Plan. Discussion took place on the committees involved in the update of the Master Plan and how the process works.

**New Business:**

None presented.

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

**Public Input:**

Holyoake questioned if all the non-public sessions held over the past couple of weeks have been sealed. Riley responded that they have been announced as sealed when the Board returns to public session. Morgan stated that not all of them have been sealed but the past two weeks have been sealed.

Holyoake questioned who was responsible for the water bills that were sent out in error. Riley responded that the bills were sent by the Water & Sewer Department and the bills are then collected by the Tax Collector.

Holyoake questioned the mention of a new employee at the Water & Sewer Department. White clarified that it was a matter of reclassifying someone who was previously doing work for the Department as a subcontractor.

**Non-Public Session:**

Riley polled the Board to enter a non-public session at 5:16 PM pursuant to RSA 91-A:3, II (c) for a tax matter. Roll call vote was taken; Riley answered yes, Freeman answered yes, and Morgan answered yes. Riley made a motion to adjourn the non-public session at 5:28 PM. Freeman seconded. A unanimous vote was taken.

Riley made a motion to return to the public session at 5:29 PM. Freeman seconded. A unanimous vote was taken.

Riley stated that a motion was made and passed to seal the minutes from the non-public session. Morgan commented that a lot of the matters discussed in the non-public sessions pertain to setting up payment arrangements when a taxpayer is unable to pay the tax due. He added that the Board of Selectmen are very willing to work with taxpayers so properties are not taken by the Town for non-payment. He noted that only one property was taken for non-payment last year.

Ed Comeau, State Representative, announced that an ad-hoc committee will be meeting on Saturday, 4/23/2016 at 2:00 PM at the Mountain View Community Nursing Home for discussion on the proposed Carroll County Agricultural Learning Center.

**Adjournment:**

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

Adjourned at 5:30 PM.

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Franklin R. Riley, Chairman

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Robert C. Freeman

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Richard H. Morgan

To be approved 4/25/2016