

**Selectmen's Meeting  
Monday, May 2, 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 Workshop held on 4/25/2016. Morgan seconded. Freeman abstained. The motion carried.

Riley made a motion to approve the minutes from the Selectmen's Meeting held on 4/25/2016. Morgan seconded. Freeman abstained. The motion carried.

**Accounts Payable & Payroll Manifests:**

The Payroll Voucher was submitted for the week ending 4/30/2016 in the amount of \$142,346.14 including Wages of \$29,280.25, Payroll Taxes of \$9,112.80 and Other Benefits of \$103,953.09. The Accounts Payable Voucher total for the week ending 4/23/2016 was in the amount of \$616,112.50 including Accounts Payable of \$82,370.59 and the acceptance of 2015 Tax Liens in the amount of \$533,741.91. 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:**

An Application for Current Use was received from the Lakes Region Conservation Trust for the property located on Map 255, Lot 2. The application is to put all 55.8 acres of the parcel into Current Use Assessment. Previously approved by the Assessor, Riley made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

An Application for Veteran's Credit was submitted for review. The Assessor has determined that the applicant did not serve during a qualifying time period and therefore recommends denial. 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.

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

Riley commented that the deadline for the applications was April 15, 2016 and they will continue to come through for Board approval once the Assessor has reviewed them for recommendation.

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.

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 Veteran's Credit and therefore recommends approval. Riley made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

A Timber Tax Warrant in the amount of \$1018.04 was presented for signatures. Riley made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to Industrial Protection Services, LLC in the amount of \$3,000.00 for the purchase of Class A foam for the Forest Fire Department was presented for signatures. Riley commented that this would be an open purchase order. Riley made a motion to sign the purchase order. Freeman seconded. A unanimous vote was taken.

The Board received a copy of a check received from Northeast Resource Recovery Association in the amount of \$312.47 for recycling revenue.

A letter addressed to George & Gladys Bolton denying their request for a refund of penalties and interest that accrued on their 2015 tax due to a change in address was presented for signatures. Riley stated it is the Taxpayer's responsibility to report any mailing address corrections to the Town. Riley made a motion to sign the letter. Freeman seconded. A unanimous vote was taken.

Two letters addressed to Patrolmen Jason Baker and Wayne Valley thanking them for their professionalism and assistance given to the Town of Effingham while responding to a call in December was presented for signatures. Riley made a motion to sign the letter. Freeman seconded. A unanimous vote was taken.

A letter addressed to Garret Graaskamp, NH Fish and Game Department, regarding the closure of the Ossipee Lake Boat Launch at Pine River while it undergoes renovations was presented for signatures. Riley made a motion to sign the letter. Freeman seconded. A unanimous vote was taken. White stated that she will be sending a copy of the letter to Executive Councilor Joe Kenney. Morgan stated that the improvements could have been planned for after Labor Day. Julie Rosiak questioned how often work is being done since she has not seen anyone working at the site. Riley responded that he is not sure and further stated that the completion date will be dependent on the weather.

An Application for a Sign Permit was received from Harts Mountain Realty Trust for the replacement of an existing sign located at 1180 Route 16 (Map 101, Lot 6). The dimensions of the proposed replacement sign exceeds the dimensions allowed in the Sign Ordinance. Riley made a motion to reject the application. Freeman seconded. Morgan stated that signs have been approved in the past that do not meet the Sign Ordinance but he is in favor of following the Sign Ordinance until the Board is able to update it. A unanimous vote was taken. Carol Holyaoke, Reporter for the Carroll County Independent, asked for clarification as to whether it was a renewal or a new sign. Morgan explained that there is no expiration for the permits and they are not required for advertisement changes; only when there is a new or replacement sign. Riley added that the review on the sign review will continue this year.

The Board received a letter from the NH Department of Revenue with the calculation of the total equalized value for the Town used in figuring the Town's share of the County Tax and Cooperative School District's Tax (\$657,733,683) and the State Education Property Tax (\$647,201,589).

The Board received a memo from Brad Harriman, Public Works Director, reviewing a quote received from Michie Corp for the Redi-Rock block materials needed to construct a retaining wall on Moultonville Road. Harriman explained that he has 10 blocks remaining that were supplied by Michie Corp. for a prior project that he would like to use to keep the cost down. Harriman was asked to inquire with another company for a

price comparison. Harriman stated that he would like to utilize the rental excavator while it is on site to do the retaining wall.

The Board received a memo from Harriman reviewing the quotes requested for plumbing related to the Highway Garage Addition. Harriman explained that only one quote was received from Mark Bishop Plumbing & Heating in the amount of \$6,700. Harriman's recommendation is to award the bid to Bishop to keep the project moving forward. Riley made a motion to move forward with Mark Bishop Plumbing & Heating. Freeman seconded. A unanimous vote was taken.

### **Old Business:**

Whittier Covered Bridge – Harriman reported that he just processed the last payment request to 3G Construction in the amount of \$11,800 following a review by Hoyle, Tanner & Assoc. Riley requested that Harriman stay on top of the funding required to move forward onto Phase III.

Highway Garage Addition – Harriman reported that the excavation work will be completed tomorrow and ready for the sub footings and concrete. He stated that two bids have been received for the concrete work and one more bid is due in today. He also reported that compaction tests are coming in at levels higher than recommended.

Intersection of Routes 171 & 28 – White reported that NH DOT will be attending the Selectmen's Meeting on 5/16/2016 to review the upcoming projects in the 10-year plan. A separate Public Information Meeting on the Intersection of Routes 171 & 28 has been scheduled for 6/1/2016 at 7:00 PM in the gym. White was asked to forward the dates of the presentations to the Fire Chiefs.

Bub Avery Memorial Gymnasium Floor – Harriman reported that he will be meeting with a third company tomorrow for a quote.

Chickville Cemetery & Meeting House – Nothing new to report.

### **New Business:**

Morgan questioned the variation in the pricing received from Evans Brothers and Green Oak for gravel products. Harriman responded that Evans offers \$0.50 off and Green Oak offers \$1.00 off their pricing. He then explained that he split up the open purchase orders between Evans, Green Oak and Ossipee Aggregates due to the quality of Aggregate materials needed and supplied by each vendor.

Morgan stated that the Auditors presented the 2015 draft audit earlier today and commented that the Town is in very good shape. He noted the Unassigned Fund Balance to be \$1,067,116. Riley commented that he is positive about the improvements made in the audit including correction of deficiencies that were noted for several years. He contributed the success to the employees involved in Town finances.

Morgan made a motion to adopt the Fraud Policy. Freeman seconded. White stated that she will add signature lines to the document for signatures next week. A unanimous vote was taken.

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

### **Public Input:**

Ed Comeau, State Representative, questioned who the Town's auditing firm is. Morgan responded with Plodzik & Sanderson.

### **Adjournment:**

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

Adjourned at 4:50 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 5/9/2016