

**Selectmen's Meeting  
Monday, May 23, 2016**

These minutes were recorded by Elaine Sherman, Finance & Benefits Administrator, and transcribed 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 5/16/2016. Freeman seconded. A unanimous vote was taken.

Riley made a motion to approve the minutes from the Selectmen's Workshop held on 5/16/2016. Freeman seconded. A unanimous vote was taken.

**Accounts Payable & Payroll Manifests:**

The Payroll Voucher was submitted for the week ending 5/21/2016 in the amount of \$40,386.90. The Accounts Payable Voucher total for the week ending 5/14/2016 was in the amount of \$156,820.67 including payments to the Fire Precincts of \$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 invoice prior to approving the manifest total.

**Review of Red Folder:**

A Timber Tax Warrant in the amount of \$2,453.25 was presented for signatures. Riley made a motion to approve the warrant. Freeman seconded. A unanimous vote was taken.

A Timber Tax Warrant in the amount of \$62.79 was presented for signatures. Riley made a motion to approve the warrant. Freeman seconded. A unanimous vote was taken.

Riley stated that several campers located in Westward Shores were issued tax bills to Owner Unknown and we have since received the correct ownership information to appropriately bill the taxes to.

A Request for an Abatement was received for the property located on Map 23, Lot 7, Sub Lot O17 taxed to Owner Unknown. The abatement is in the amount of \$157.00. Riley made a motion to grant the abatement. Freeman seconded. A unanimous vote was taken.

A Supplemental Tax Warrant in the amount of \$157.00 was presented for signatures. Riley made a motion to sign the warrant. Freeman seconded. A unanimous vote was taken.

A Request for an Abatement was received for the property located on Map 23, Lot 7, Sub Lot P03 taxed to Owner Unknown. The abatement is in the amount of \$106.00. Riley made a motion to grant the abatement. Freeman seconded. A unanimous vote was taken.

A Supplemental Tax Warrant in the amount of \$106.00 was presented for signatures. Riley made a motion to sign the warrant. Freeman seconded. A unanimous vote was taken.

An Agreement and Release Regarding a Building Permit for a Class VI Highway was submitted by Michelle Libby for her property located at 19 Brownell Road. Riley explained that the agreement is required in order for a building permit to be issued for her property and that it releases the Town from any responsibility related to the Class VI road while her property is under construction. Riley made a motion to approve the agreement. Freeman seconded. A unanimous vote was taken.

An Outdoor Event Application was submitted by Hobbs Tavern & Brewing Company for outdoor music to be held at the property located at 3 Covered Bridge Road on 7/17/2016 and 8/18/2016 from 6:00 PM – 9:00 PM. Attorney Roger Murray representing Hobbs Tavern & Brewing Company reviewed the requirements stated in the Outdoor Event Ordinance for the events including the anticipated attendance, genre of music, parking, police details, emergency services plan, restroom facilities, trash removal, staging, concession stands, open flames, and dispensing of alcoholic beverages. Murray also explained that they have addressed the concerns of the residents from Covered Bridge Road by setting up the stage so the music is broadcast back toward Hobbs. Riley reviewed the application process from last year where a Hobb's request was denied due to the events not being allowed in the village district and also following receipt of a petition filed by the residents of the Covered Bridge Road in opposition to the events. Additional discussion ensued. Riley made a motion to refer the application to Attorney Sager for his opinion. Morgan seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received from the Ossipee Old Home Week Committee requesting the use of the Town Hall on 6/27/2016 at 7:00 PM for a Lego contest. The schedule has been verified by Peter Waugh, Recreation Director, and the applicable deposit has been received. Riley made a motion to approve the contract. Freeman seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received from the Ossipee Old Home Week Committee requesting the use of Constitution Park on 6/25/2016 at 3:00 PM for a concert. The schedule has been verified by Waugh and the applicable deposit has been received. Riley made a motion to approve the contract. Freeman seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received from the Ossipee Old Home Week Committee requesting the use of Constitution Park on 7/4/2016 from 5:00-10:30 PM for fireworks display. The schedule has been verified by Waugh and the applicable deposit has been received. Riley made a motion to approve the contract. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to All States Asphalt in the amount of \$35,000.00 for the purchase of calcium chloride was presented for signatures. Riley made a motion to approve the purchase order. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to NH Correctional Industries in the amount of \$4,000.00 for the purchase of various road signs for the 2016 season was presented for signatures. Riley made a motion to approve the purchase order. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to Lakes Region Planning Commission in the amount of \$4,318.00 for the 2016 Annual Household Hazardous Waste Collection was presented for signatures. Riley made a motion to approve the purchase order. Freeman seconded. A unanimous vote was taken. Harriman confirmed the date of the collection will be the first Saturday in August (8/6/2016).

An Intent to Cut Timber was received from R.C. McLucas Trucking for the property located on Map 245, Lot 13 - Pine River State Forest. The intent is to cut 91 acres of the 995 acre parcel and the logger listed is McLucas. McLucas owns the timber rights on the public land, the parcel is exempt from taxation because it

is owned by the State of NH, and there is no cemetery noted. Riley made a motion to approve the intent. Freeman seconded. A unanimous vote was taken.

Purchase Orders payable to the following agencies for the Summer Fun Club were presented for signatures:

York's Wild Kingdom in the amount of \$1,200.00

Whales Tale in the amount of \$1,900.00

Fun Town USA in the amount of \$1,900.00

Storyland in the amount of \$2,700.00

Jokers in the amount of \$2,600.00

Clark's Trading Post in the amount of \$1,700.00

Riley made a motion to approve the purchase orders. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to Vermont Tennis Court Surfacing in the amount of \$1,798.00 for the crack seal repairs on the tennis courts was presented for signatures. Riley made a motion to approve the purchase order. Freeman seconded. A unanimous vote was taken. Morgan stated that Waugh received quotes from two additional companies and Vermont Tennis was the lowest.

A Request to the Trustees of Trust Funds for the withdrawal of \$4,762.92 from the Whittier Covered Bridge Expendable Trust Fund for the reimbursement of expenses paid to Hoyle, Tanner & Associates 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 for the withdrawal of \$11,820.17 from the Whittier Covered Bridge Expendable Trust Fund for the reimbursement of expenses paid to 3G Construction 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 for the withdrawal of \$683.75 from the Bridge Replacement and/or Repair Expendable Trust Fund for the reimbursement of surveying expenses paid to White Mountain Survey on the Valley Road Bridge Project 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 received for the week ending 5/21/2016.

The Consent Calendar Agenda was received from the meeting of the Governor and Executive Council held on 5/18/2016.

Programming updates were received from Time Warner Cable.

Riley announced that Executive Councilor Joe Kenney will be attending the Senior Meal at Ossipee Concerned Citizens this Friday, 5/27/2016, at noon.

Three paving bids were received from R & D Paving, F.R. Carroll, Inc., and Pike Industries, Inc (see attached). Riley requested that Harriman review the bids and come back with a total price and recommendation.

### **Old Business:**

Whittier Covered Bridge – Harriman reported that reimbursement request was reviewed by Federal Highway today and the check should be released in the next week and a half. He also stated that Hoyle, Tanner & Associates is in the process of creating the schedule for the required phases of the project.

Highway Garage Addition – Harriman stated that the footings were formed today and the pouring will take place on Wednesday.

Bub Avery Memorial Gymnasium Floor – Harriman reviewed the three bids received:

Sprague Flooring - \$30,057.01

Tinker's Flooring - \$24,800.00

Heckman's Flooring - \$16,000.00

Harriman stated that Heckman's Flooring does not include the striping of the gym floor and he has requested an updated figure to include that. Discussion took place on the planned projects for the \$25,000 Warrant Article.

Chickville Cemetery & Meeting House – Riley stated that early this morning, a vehicle drove across the lawn at the Meeting House and requested that such behavior be reported if seen by anyone. Riley stated that the grounds maintenance has been completed and the building is being cleaned this week in preparation for the Memorial Day service. Discussion took place on installing a picket-style fence to inhibit vehicles from driving on the lawn.

Economic Development Committee – Ash Fischbein reported that the Committee met last Wednesday and there were 12-13 people in attendance. He stated that everyone has homework to complete for their next meeting on 6/15/2016. Fischbein stated that minutes from the meeting, which lasted about 2-1/2 hours, will be available shortly.

#### **New Business:**

Cash Receipts Policy – Riley stated that the Board has been working on developing this policy over several weeks and reviewed the purpose of the policy. Riley made a motion to approve the Cash Receipts Policy. Freeman seconded. A unanimous vote was taken.

Morgan stated that the notices have been distributed for the Hearing on the proposed improvements to be made to the Intersection of Routes 28 and 171, scheduled for 6/1/2016 at 7:00 PM in the Bub Avery Memorial Gymnasium.

#### **Public Input:**

Dallas Emery questioned if there is any update on the boat launch. Cole Perry stated that piles of dirt have been moved around at the site. Riley stated that they are waiting on funding that will be available for 7/1/2016. Morgan stated that Ellen White, Town Administrator, has reached out to Executive Councilor Joe Kenney for further information. Morgan discussed his disappointment with the State agency not offering the opportunity for public input/feedback or investigation into what impact this project will have on the campgrounds, businesses and the community before proceeding forward.

Carol Holyoake, Reporter for the Carroll County Independent, questioned if the Board has concern with what impact the improvements will have to the increase in traffic on the lake.

Matt Trahan clarified the zone in which the music events are to be held as proposed by Hobbs stating it to be in the village district which is defined as a blend of residential and business use.

Trahan questioned the water sampling to be completed as a result of high lead levels that were detected in the public water system. Riley responded that the Water & Sewer Superintendent is not present but the plan discussed last week was to re-flush the system and conduct additional testing. Riley confirmed that the Board of Selectmen will be taking over the Water & Sewer Department effective 1/1/2017. Holyoake questioned whether it is a matter the Town Health Officer should be involved with. Additional discussion took place on the notification process and the concerns presented. Morgan made a motion to send a memo to the Water Department requesting what actions are being taken to correct the situation. Freeman seconded. A unanimous vote was taken.

Fischbein questioned if any information had been received on the herbicide treatment being completed along the NH Electric Co-Op powerlines. Sherman confirmed that White has received some information from the electric company but is waiting to find out if a presentation would be possible.

Fischbein asked if the Selectmen had considered adding a requirement that new structures, especially businesses, follow New England architecture to fit with the landscape of the area. Morgan stated that he would like to see some plans. Discussion took place on the advantages and disadvantages. Discussion took place on the future sale ability of the proposed Dollar General Store if it should ever become vacated.

Holyoake questioned if the Zoning Officer has investigated any of the work being completed at Westward Shores Campground without permits. Riley responded that the Board has not been made aware of anything. Steve McConarty, Zoning Enforcement Officer, responded that there is no new work being completed other than a few repairs to existing structures within the campground that do not meet the requirement for a building permit. The Board asked that McConarty investigate to see if there is any further work being completed as stated by Holyoake.

Harriman stated that he pulled out the sidewalk plans and found that the State owns everything beyond the edge of the sidewalk in front of the 86 Main Street property. Harriman will contact Division 3 in Gilford to make them aware of the designated parking area in question. Trahan stated that he contacted NH DOT this morning on the issue and was informed that it was an issue low on their priority list. Morgan questioned if the town has the ability to enforce parking regulations on a State highway or right of way. Harriman will investigate this further.

Riley reminded all of the Public Meeting on the Intersection of Routes 28 and 171 at 7:00 PM on 6/1/2016 and also stated there is a scheduled Budget Committee Meeting at the Freight House at 6:30 PM on 6/1/2016.

**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 6/6/2016