

**Selectmen's Meeting**  
**Monday, September 19, 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 Department Head Meeting held on 9/12/2016. Freeman seconded. A unanimous vote was taken.

Riley made a motion to approve the minutes from the Selectmen's Meeting held on 9/12/2016. Freeman seconded. A unanimous vote was taken.

Riley made a motion to approve the minutes from the Public Hearing on the Temporary Outdoor Events Ordinance held on 9/12/2016. Freeman seconded. A unanimous vote was taken.

**Accounts Payable & Payroll Manifests:**

The Payroll Voucher was submitted for the week ending 9/17/2016 in the amount of \$38,427.14. The Accounts Payable Voucher total for the week ending 9/10/2016 was in the amount of \$186,315.38, including payments made to the Fire Precincts totaling \$108,747.25 and a payment to the School District of \$65,872.00. Riley made a motion to approve and sign the check voucher. Freeman seconded. A unanimous vote was taken. Riley commented that the Selectmen review the individual invoices after they have been approved by the Department Heads, then the batch of invoices are approved in the manifest totals.

**Review of Red Folder:**

The Board received a memo from Brad Harriman, Public Works Director, reviewing the quote received from Heckman's Flooring in the amount of \$2,600.00 for the installation of tile flooring in the two offices, bathroom and break room in the Highway Garage. Harriman recommends Heckman's Flooring as a vendor used in the past on several projects and often the most competitively priced on past bids. Riley made a motion to approve Heckman's Flooring. Freeman seconded. Morgan stated that he would still like to see at least one additional quote for future projects. A unanimous vote was taken.

A Request for Permission for Snowmobile Access was received from the Ossiipee Valley Snowmobile Club for the use of Archer's Pond Road, Polly's Crossing Road to Route 16 for access to Sunny Villa Restaurant, and the trail from Ossiipee Lake through Constitution Park. Riley made a motion to approve the request for a period of one year. Freeman seconded. Morgan stated that there has been concern raised in the past regarding the logging and excavation that takes place year-round on Polly's Crossing Road and suggested a letter be issued to the snowmobile club recommending they seek an alternate route for the future. A unanimous vote was taken.

A Jeopardy Tax Warrant in the amount of \$135.00 for the mobile home located on Map 54, Lot 2, Sub Lot 20 was presented for signatures. Riley stated that the mobile home is to be relocated to a different location in town. Riley made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

A Request for an Abatement was received from Mitch Cherniak for the property located on Map 62, Lot 38. The request is for a refund of taxes paid from 2011-2016 while the property was assessed for more acreage than it actually contains. The Assessor recommends denial of the request as the taxpayer did not submit the request on-time and

further explained that it is the taxpayer's responsibility to verify they are being taxed correctly on an annual basis. Riley made a motion to deny the abatement request. Freeman seconded. Morgan stated that he felt it to be a poor explanation by the assessor and requested information on how much land the taxpayer was over assessed. White explained that the taxpayer provided a survey when the discrepancy was discovered while listing the property for sale and the acreage was then updated by the mapping company. Riley and Freeman withdrew their motions. Riley made a motion to request additional information from the Assessor related to the impact of the incorrect assessment. Freeman seconded. A unanimous vote was taken.

The Highway Department Work Logs were received for the weeks ending 9/10/2016 and 9/17/2016.

The Board received a letter from the Town of Moultonborough requesting a meeting of surrounding community representatives to discuss ideas on sharing services to better serve the citizens. Riley suggested taking the request under advisement. White was asked to respond back requesting more information as a regional meeting is established.

The GIS Internet Service Maintenance Agreement for the hosting of the online tax maps by CAI Technologies was presented for signatures. Riley stated that the cost for the service is \$1,800 which is unchanged from years past. Riley made a motion to approve the agreement. Freeman seconded. A unanimous vote was taken.

A letter addressed to the Conservation Commission in reference to the current condition and request for a plan of action for the care and upkeep of the Windows on the Ossipee Mountains property was presented for signatures. Riley made a motion to sign the letter. Freeman seconded. A unanimous vote was taken.

The Board received a thank you note from Peter Waugh for his retirement party and gifts.

An Application for a Website Link was received from Kelley Ostojic to advertise her business, Cleaner Energy, on the Town's website. Riley made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

The Board received a letter from the American Red Cross requesting a donation of \$250.00 for the upcoming fiscal year. Riley stated that the Town has sent out a Non-Profit Funding Request packet several times in the past to the American Red Cross in order to be included on the warrant but the additional information has not been provided. White stated she will send out a packet again this year.

The Board received a flyer from Medication Bridge who is now offering assistance in reviewing Medicare Part D Prescription Drug plans with anyone eligible.

### **Old Business:**

Whittier Covered Bridge – Harriman stated that he will have a detailed report on the status of the engineering phase in progress for next week's meeting.

Highway Garage Addition – Riley stated that an Open House will be scheduled once the few minor items are finished up. Riley also stated the Highway Department has done a great amount of the interior work which has save the Town a lot of money in the project.

Temporary Outdoor Event Ordinance – Riley stated that a few changes were suggested at the last Public Hearing that have been referred to the Town Attorney for review and revision. White is still awaiting amounts for the insurance limitations.

### **New Business:**

Recreation Director – Riley announced that several applications were received and interviews have been conducted. He anticipates a formal announcement on the position will be made at next week's Selectmen's Meeting.

Riley announced that the Board has agreed to allow the Highway Foreman to take a Town pickup truck home for on-call duty.

Fuel Bids – Riley announced the opening of the fuel bids and propane bids received. The bids received are as follows:

Supplier	Fixed Price					Variable Price			
	#2 Heating	Diesel (Summer)	Diesel (Winter)	Regular Gasoline	Propane	#2 Heating	Diesel (Summer)	Regular No-Lead	Propane
Jesse E. Lyman	1.799	1.899	2.159	1.943	1.199	1.579	1.699	1.693	0.899
Rymes Propane & Oil	1.799	-	-	-	1.159	0.30 over rack	0.30 over rack	-	0.35 over rack
CN Brown	1.619	1.849	-	0.18 over rack	-	-	-	-	-
Amerigas	-	-	-	-	1.31	-	-	-	0.99
Suburban Propane	-	-	-	-	1.35	-	-	-	-

The Board requested Harriman review the bids received and return with a recommendation.

Morgan discussed two donations made by the Conservation Commission to the NH Fish and Game in the amount of \$125.00 and the American Forest Foundation in the amount of \$100.00. He questioned why Ossipee tax money is being sent to support these organizations without following the same process requested of other non-profits seeking funding appropriations. Discussion ensued. White was asked to draft a letter to the Conservation Commission questioning their authority to be able to make such donations. Riley stated that all donations should be granted by the Legislative body.

Morgan questioned Dallas Emery, Water & Sewer Commissioner, of the Commission's intent to file suit against the Town related to the Selectmen taking back control of the Water and Sewer Department effective January 1. Emery did not confirm but stated that he has several questions on how the transfer will occur and discussed the RSA's related to a Water & Sewer system. He questioned whether the system was established correctly. The billing and collection process was reviewed. Emery expressed concern with the commingling of water and sewer funds with the general funds. Morgan responded that the Town transfers money to the Water and Sewer Department prior to it being collected in full, noting that it often takes up to three years to collect on a water and sewer bill. Additional discussion ensued.

Morgan questioned why the Water & Sewer Department minutes are not available on the Town's website. Emery was unsure but stated they are available upon request.

White verified the date for the Fall Clean-Up day which will take place on Saturday, October 8, 2016.

### **Public Input:**

Ed Comeau stated that the Conservation Commission cannot give money out without Town approval. Morgan reviewed the expenditures from the last meeting minutes. He further stated the balance of the Conservation Commission's money market account totaling \$50,000 and a separate checking with a balance of \$5,000. Ash Fischbein questioned if the money being appropriated is being added to a savings account. Morgan stated that the Conservation Commission collects rental income from the Sumner Brook property in addition to timber proceeds for any cuts on conservation land. The question arose as to whether an operating budget is necessary.

Fischbein discussed a website for the Economic Development Committee. Riley requested the exact cost of the site for future discussion and to see if there are funds available to expend for this purpose. Fischbein stated that the Committee voted to expend up to \$350.00 for photography of the Town. Morgan requested copies of the meeting minutes be distributed so the Board is aware of any decisions made.

### **Adjournment:**

*Selectmen's Meeting – 9/19/16*

*Page / 3*

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

Adjourned at 5:28 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 9/26/2016