

**Selectmen's Meeting**  
**Monday, September 26, 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 9/19/2016. Freeman seconded. A unanimous vote was taken.

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**Accounts Payable & Payroll Manifests:**

The Payroll Voucher was submitted for the week ending 9/24/2016 in the amount of \$40,090.32. The Accounts Payable Voucher total for the week ending 9/17/2016 was in the amount of \$74,271.52. Riley made a motion to approve and sign the check voucher. Freeman seconded. A unanimous vote was taken. Riley commented that the Selectmen review each invoice prior to approving the batch total in the weekly manifest.

**Review of Red Folder:**

A Purchase Order payable to Heckman's Flooring in the amount of \$2,600.00 for the installation of new flooring in the highway garage offices, bathroom and breakroom was presented for signatures. Riley made a motion to sign the purchase order. Freeman seconded. A unanimous vote was taken.

A Request to the Trustees of Trust Funds for the withdrawal of \$2,250.00 from the Invasive Species Control Expendable Trust Fund for the reimbursement of expenses paid to Solitude Lake Management was presented for signatures. Riley made a motion to sign the request. 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. Riley stated that the Board tabled the request last week for further information from the Assessor. Riley made a motion to approve the request to open the matter for discussion. Freeman seconded. Morgan reviewed the timeline requirements for a taxpayer to file an abatement request in addition to the taxpayer's responsibility to ensure that their information is correct. He then stated that this is a matter where the Town made a mistake and it is not fair to blame the taxpayer. Riley stated concern with setting a precedent for other similar circumstances. Morgan responded that requests should be reviewed without prejudice on a case by case basis. Morgan made a motion to reimburse the overpayment in the amount of \$264.34. Freeman seconded. A unanimous vote was taken. White was asked to supply a copy of the minutes with the check request to document the approval.

The Board received a memo from Brad Harriman, Public Works Director, reviewing the quotes received for the triple arch pipe for the Paddy Acre culvert repair. The quotes received are as follows:

E.J. Prescott    \$127.00/ft x 90=\$11,430.00

JAF                \$138.43/ft x 90=\$12,458.70

Harriman recommends awarding the bid to E.J. Prescott. Riley made a motion to approve Harriman's recommendation. Freeman seconded. Morgan stated that although he is aware there may not be multiple suppliers

available, he encourages a third quote be sought. Riley recommended that Harriman contact surrounding towns for additional suppliers for future bids. Being no further discussion, the motion passed.

The Board received a memo from Harriman reviewing the quotes received for the 2,000 gallon holding tank for the floor drains in the Highway Garage. The quotes received are as follows:

A.J. Foss	\$2,808.00
Michie Corp.	\$3,650.00
Gilbert Block	Did not respond

Harriman recommends awarding the bid to A.J. Foss. Riley made a motion to approve Harriman's recommendation. Freeman seconded. A unanimous vote was taken.

Riley announced that the Board has granted a conditional offer of employment to Craig Brady for the Recreation Director position. Riley stated that Mr. Brady has just completed his Bachelor's Degree in Sports Management at UNH and has a great deal of knowledge in sports and recreation, in addition to having served our Country in the U.S. Marines. Morgan also commented that there was a great deal of applications received for the position and although he was disappointed an Ossipee resident was not chosen, he feels Craig Brady has a lot to offer to the position and the Town. A letter acknowledging Brady's conditional offer of employment was presented for signatures. Riley made a motion to sign the letter. Freeman seconded. A unanimous vote was taken.

The Highway Department Work Log was received for the week ending 9/24/2016.

Form MS-1: Summary Inventory of Valuation was presented for signatures. White stated that the form is due annually on September 1, but an extension was filed to allow for the utility values to be set by DRA and for additional data entry of campground pickups. White verified that this form is the last of the required forms needed to be submitted by the Town to enter the tax rate setting queue. Riley made a motion to sign the form. Freeman seconded. A unanimous vote was taken. Morgan questioned the difference in valuation compared to last year. White responded that she will obtain the figure for next week's meeting.

A letter addressed to the Ossipee Valley Snowmobile Club requesting they seek an alternate route for future access to Sunny Villa Restaurant was presented for signatures. Riley stated that the snowmobile club has been granted permission for the upcoming winter season but the request is being made to seek an alternate route due to logging and excavation operations that are ongoing on Polly's Crossing Road. Riley made a motion to sign the letter. Freeman seconded. A unanimous vote was taken.

An Intent to Cut Timber was received from the SAD Realty Trust for the property located on Map 9, Lot 27. The intent is to cut 26 acres of the 36 acre parcel and the logger listed is Western Maine Timberlands Inc. The taxes are paid and there is no cemetery noted. Riley made a motion to approve the intent. Freeman seconded. A unanimous vote was taken.

The programming updates were received from Charter Communications. Riley stated that the Board voted to not automatically renew the franchise agreement in an effort to broaden the availability of cable television service in Town. White added that the contract negotiations will be starting shortly.

The Board received a memo from Harriman reviewing the bids received for fuel and propane. Harriman recommends awarding the contract to Jesse E. Lyman for both fuel and propane utilizing the variable prices quoted. Riley made a motion to award the contract to Jesse E. Lyman. Freeman seconded. A unanimous vote was taken.

The Board received a copy of a Wetlands Permit by Notification for a retaining wall repair/replacement at 148 Leavitt Road.

A Contract for Use of Facilities was received from John Runyan requesting use of tables and chairs for a wedding from 9/30/2016-10/1/2016. The applicable deposit has been received and the schedule has been verified by Ellen White, Town Administrator. Riley made a motion to approve the request. Freeman seconded. A unanimous vote was taken. White confirmed that she will get an inventory of the amount of chairs and tables to be borrowed.

The Temporary Outdoor Event Ordinance was presented for signatures. Riley stated that language was changed in section 1.02 based on comments received at the last public hearing in addition to the limits of general liability insurance requirements. Riley made a motion to adopt the Temporary Outdoor Event Ordinance. Freeman seconded. A unanimous vote was taken.

The Board received a copy of the minutes from the Economic Development Committee Meeting held on 9/21/2016. The Board commented on the minutes and what the Committee is currently working on.

An invoice in the amount of \$142.36 was presented for the purchase of a domain name for the Economic Development Committee's website. Discussion took place on processing the invoice which must be paid by credit card. The Board agreed to reimburse Ash Fischbein for the expenditure.

Discussion took place on the photos that will be taken. The Board requested a copy of the invoice be sent to the Town for processing once a photographer has been contracted. Riley and Morgan thanked Fischbein for the efforts of the Committee noting there to be a lot to be done, but steps in the right direction are being taken.

The Board received a copy of the Consent Calendar Agenda from the meeting of the Governor and Executive Council held on 9/21/2016.

#### **Old Business:**

Whittier Covered Bridge – Harriman did not have an update to provide. White stated that Stan Graton is awaiting an answer on a change order submittal that Hoyle, Tanner & Associates is reviewing. Harriman will follow up.

Highway Garage Addition – Harriman reported that there is a small punch list of electrical items being wrapped up under Bauen's contract. He stated that the heating installation was started last week and the furnace is being installed today. With the purchase order approved today, the 2,000 gallon tank will be ordered and set in next week so the aprons into the garage can be poured.

9 Dorrs Corner Road Property – Steve McConarty, Zoning Enforcement Officer, confirmed that a cease and desist has not been served on the property yet. White was asked to follow up with Attorney Sager on the status.

#### **New Business:**

Harriman reminded all of the Fall Clean-Up Day to take place at the Transfer Station on October 8, 2016. Riley stated that the goal is to clean up the Town and if anyone has more than the allowable amounts of items to dispose of, to please contact Brad in advance.

#### **Public Input:**

Fischbein questioned the cease and desist order. Morgan responded that it is related to a building permit that has been issued based on an agreed upon timeline supplied by the property owner that has not been followed.

Fischbein questioned when the Mill Pond will be lowered. Wayne Eldridge, Water & Sewer Superintendent, responded that it will not this year as the Commissioners voted not to do the repairs this year.

Fischbein discussed a water run off issue that is noticeable with the new paving on Moultonville Road. Harriman will visit the area and report back to the Board on his findings.

Riley questioned the status of the Library repairs. McConarty responded that he has been unable to secure a contractor to do the plaster repair. Harriman stated that the plumbing and piping repairs have been completed. The plaster and electric heat tape are in need of being completed. The Board requested an update for next week's meeting.

**Adjournment:**

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

Adjourned at 5:00 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 10/3/2016