

**Selectmen's Meeting
Monday, October 3, 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 9/26/2016. Freeman seconded. A unanimous vote was taken.

Riley made a motion to approve the minutes from the Selectmen's Meeting held on 9/26/2016. Freeman seconded. A unanimous vote was taken.

Accounts Payable & Payroll Manifests:

The Payroll Voucher was submitted for the week ending 10/1/2016 in the amount of \$130,022.91. The Accounts Payable Voucher total for the week ending 9/24/2016 was in the amount of \$23,713.29. 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 Timber Tax Warrant in the amount of \$2,754.17 was presented for signatures. Riley made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

The Highway Department Work Log was received for the week ending 10/1/2016.

A Purchase Order payable to Office Depot in the amount of \$2,279.80 for the purchase of new office furniture 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.

The Board received an email from Freedom Town Administrator Karen Hatch informing them that the Dam Authority Secretary/Treasurer Paul Clausen has passed away. The email also requests the appointment of Roberta McCarthy, Clausen's wife, to fill the position. MacCarthy is familiar with the requirements of the position and is willing to take it on. Riley made a motion to appoint Roberta MacCarthy to the Secretary/Treasurer position to the Dam Authority. Freeman seconded. A unanimous vote was taken. White was asked to contact the Town of Freedom to inform them of the Board's decision.

The Recycling Center Daily Cash Log for the month of September was submitted. The total collected for the month was in the amount of \$5,864.05.

A Timber Tax Warrant in the amount of \$70.84 was presented for signatures. Riley made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

Riley reported the amount of difference in property assessment value from 2015-2016 to be in the amount of an increase of \$4,023,885.00.

A Contract for Use of Facilities was received from the Mountain View Condo Association requesting use of the Freight House on 11/5/2016 from 12:00-4:00 PM for a homeowner's meeting. 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.

Old Business:

Whittier Covered Bridge – Nothing new to report.

Riley stated that Brad Harriman, Public Works Director, is attending the Water and Sewer Commission Meeting.

Highway Garage Addition – Riley reported that the flooring has been installed in the new office, bathroom and breakroom. The tank has also been installed and the work on the aprons has been started. The Board commented on the improvements offering a clean and safe work environment.

Library Repairs – Maria Moulton, Librarian, stated that the heat tape is still in need of repair. Steve McConarty, Zoning Enforcement Officer, reported that Sean McManus will be completing the drywall repairs this winter.

New Business:

NH Moose Plate Preservation Grant – Kellie Skehan, Town Clerk/Tax Collector, presented 2 books that have been preserved using the grant funds. Skehan stated that tax records up through the early 1900's, including 6 books and 2 indexes, have been preserved and are available to view in the Town Clerk's Office. The preservation also included transferring the information onto CDs. Skehan informed the Board that she will be seeking ideas for storage solutions for the vault on Wednesday. The Board thanked Skehan for her efforts in preserving the books. Skehan responded that Tracy Cragin is responsible for writing the grants. The Board requested a thank you note be sent to Cragin.

Route 16 Shoulder Improvements – Mark McConkey came in to discuss shoulder improvements along Route 16 based upon a corridor study that has been in the works for several years. McConkey reviewed the need for a minimum of a 6' shoulder to accommodate for bike access in conjunction with improvements that have been made around the lake in surrounding towns. The Board agreed that they are in favor of widening the shoulders. Further discussion ensued. McConkey requested a letter from the Selectmen in support of the shoulder improvements to proceed with further discussion in the near future.

Bearcamp River Canoe Access – McConkey discussed the use of the canoe access on Route 16 at Bearcamp River stating it to receive heavy daily use during the summer months, but the access road is in deplorable condition. McConkey stated he has done research to see if an improvement can be made during the Bearcamp River Bridge improvement project being done by the NH DOT in the next few years and found that the access road is not completely included in the State right-of-way which may require some land acquisition from an abutter. Discussion ensued. Morgan questioned whether there is an option to investigate the right (northbound) side of the bridge as an option. McConkey will investigate this as an alternative option. McConkey stated that he would like to have a letter formulated to the NH DOT prior to their next presentation on the improvements in November. Riley thanked McConkey for his research and for providing this information and reiterated that the Board is in support of the improvements presented.

Recreation Director Introduction – Riley introduced and welcomed Craig Brady as the Town's new Recreation Director. A meet and greet ceremony will be scheduled in the near future for the members of the community to come in and meet with Brady.

Old Business:

9 Dorrs Corner Road Property – Morgan questioned whether a cease and desist notice has been served on the property owner. White responded that it was supposed to be sent by the Town Attorney last Wednesday.

Public Input:

None presented.

Non-Public Session:

Riley polled the Board to enter a non-public session at 4:49 PM pursuant to RSA 91-A:3, II (a) for a personnel 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 5:14 PM. Freeman seconded. A unanimous vote was taken.

Riley made a motion to return to the public session at 5:15 PM. Freeman seconded. A unanimous vote was taken. Riley stated that the minutes from the non-public session were sealed.

Harriman reported that Jesse E. Lyman is in the process of installing new propane tanks at all locations. White questioned whether a larger tank will be installed at the Chickville Meeting House as requested by the subcommittee. Harriman will add it to the list for when they get to that location. Discussion took place on the underground propane tanks presently in place. Harriman stated that Lyman will be working with the existing vendor to backfill their inventory with a tank from stock.

Harriman stated that the Water and Sewer Commission meeting consisted of discussion on budget preparations. He added that he is only in attendance to observe the process.

Wayne "Bo" Eldridge informed the Board that there is a voluntary water restriction in place due to the drought conditions across the State. He also stated that water is available behind the Water and Sewer Department at no charge for those in need.

Harriman reported that Pike Industries has completed the skim coat on Chickville Road and the swales on Moultonville Road. White questioned if Harriman was able to check into the water runoff issue reported by Ash Fischbein. Harriman responded that he had not, but will determine whether a berm needs to be installed to redirect the water as necessary.

Riley questioned when the paving around the gas/diesel pumps will take place. Harriman responded that he will be requesting bids for this work shortly.

Harriman stated that the Whittier Covered Bridge is stabilized for the winter in its current status with supports in place on both ends of the Bridge.

Adjournment:

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

Adjourned at 5:25 PM.

Franklin R. Riley, Chairman

Robert C. Freeman

Richard H. Morgan

To be approved 10/17/2016