

**Selectmen's Meeting  
Wednesday, January 4, 2017**

These minutes were recorded by Ellen White, Town Administrator.

**Call to Order:**

Selectman Riley called the meeting to order at 9:00 AM.

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 accept the minutes from the 12/28/2016 Selectmen's Meeting. Freeman seconded. A unanimous vote was taken.

**Accounts Payable & Payroll Manifests:**

The Payroll Voucher was submitted for the week ending 12/31/2016 in the amount of \$146,585.81. The Accounts Payable Voucher total for the week ending 12/24/2016 was in the amount of \$30,712.25. Riley made a motion to approve and sign the check voucher. Freeman seconded. A unanimous vote was taken.

**Review of Red Folder:**

The Board received a memo from Brad Harriman, Public Works Director, reviewing a quote received from Heckman's Flooring in the amount of \$1,350.00 to replace the carpet in the Recreation Department. Harriman explained that in order to install VCT tile as was originally planned, additional labor would be needed to level the floor which could result in shorter longevity and tile cracking if not completed properly. Harriman suggested replacing the carpet with commercial grade and adding a runner at the entry door to preserve the carpet. Discussion took place on requesting quotes from additional vendors to comply with the purchasing policy. Riley made a motion to approve the quote. Freeman seconded. A unanimous vote was taken.

The Highway Department Work Logs were received for the weeks ending 12/24/2016 and 12/31/2016.

The Board received a copy of a check received from the State of New Hampshire in the amount of \$1,078.00 for grant reimbursement of expenses paid for milfoil control.

The Board received a memo from Steve McConarty, Zoning Enforcement Officer, requesting an update to the requirements for a building permit. Discussion took place on whether the \$2,500 amount includes both labor and material or just cost of material. Riley stated that the requirement must conform to what is outlined in the Zoning Ordinance. McConarty was asked to verify what the instruction says and report back to the Board.

The Board receive a memo from McConarty requesting support of suggest language changes in the Zoning Ordinance to be presented to the Planning Board in regard to Accessory Dwelling Units (ADU's). Riley made a motion to sign the memo in support of the changes. Freeman seconded. A unanimous vote was taken. McConarty stated that a draft was presented to the Planning Board last night but no action was taken. The next meeting is scheduled for 1/19/2017 and the deadline for noticing additional Public Hearings is 1/26/2017. Discussion took place on the adoption of the RSA and the current language regarding ADU's in

the Zoning Ordinance. Riley stated that the Planning Board is divided with one member submitting a petitioned article to adopt the provisions of RSA 674 as a whole.

The Board received easement documentation for the Patten Environment Trust case. White will forward to the Carroll County Registry of Deeds for proper recording of the documents.

The Boat Agent Agreement authorizing Wards Boat Shop to be an agent selling boat registration decals was presented for signatures. Riley made a motion to approve the agreement. Freeman seconded. Morgan abstained. Majority vote carried.

A Contract for Use of Facilities was received from Karen Deighan, Ossipee Area Home School Camp, requesting to use the gym on 3/24/2017. The schedule has been verified by Craig Brady, Recreation Director, and the applicable deposit has been paid. Riley made a motion to approve the request. Freeman seconded. A unanimous vote was taken.

The Board received a copy of a check received from Casella in the amount of \$20,529.80 for aluminum recycling.

An Application for Veteran's Credit for the property located on Map 7, Lot 3 was submitted for review. Having met all requirements, the Assessor recommends granting the credit. Riley made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

A Settlement Request was presented from Assessor Todd Haywood for the appeal filed with the Board of Tax and Land Appeals by Bruce Madden (Map 31, Lot 50). Haywood discussed the market analysis the taxpayer had performed and the appraisal done by Granite Hill Municipal Service. Discussion took place on whether the current assessment is defensible. Riley tabled the request in order for Haywood to provide further justification for the assessment.

#### **Old Business:**

Water & Sewer Budget – Riley made a motion to level-fund the Water & Sewer budget. Freeman seconded. A unanimous vote was taken.

Discussion took place on changing the locks at all Water & Sewer locations. Wayne “Bo” Eldridge confirmed that he and the Operator are the only ones in possession of the master key to all locations. Former Commissioner Kwiatkowski will be returning his key to the Water & Sewer Office.

Discussion took place on the Public Hearing requirement for the proposed build-out study which is scheduled for next week. Morgan stated that the Selectmen should have a policy for the acceptance of any gift. He questions the motive of the organization responsible for funding the study.

Morgan stated that there is an apparent conflict of interest with members serving on both the Dan Hole Pond Watershed Trust and Conservation Commission. He recommended setting a policy that would not allow this type of conflict. Discussion took place on the appointment of Conservation Commission members by the Board of Selectmen.

An on-site meeting has been scheduled by the NH DOT at the Intersection of Routes 28 & 171. Morgan questioned whether Harriman had researched signage warning motorists of the intersection. Harriman responded that he has not yet.

**New Business:**

The Budget Status Report was reviewed. Discussion took place on the replacement of the gym floor. The balance remaining in the Town Building Improvement Warrant Article was noted to be \$17,112.31. An additional \$4,621.50 remains in the Government Buildings Maintenance line. Riley made a motion to encumber the funds toward the replacement of the gym floor in 2017. Freeman seconded. A unanimous vote was taken.

Water & Sewer Abatement – A Request for an Abatement in the amount of \$1,613.45 payable to the Governor Wentworth Regional School District was presented for signatures. Riley stated that the School District has been overcharged for their water usage going back to 2012 and the abatement is to return a total of \$9,680.70 payable over six quarters. Morgan suggested reimbursing the balance. Riley made a motion to pay the balance due in full. Morgan seconded. A unanimous vote was taken.

**Review of Water & Sewer Folder:**

The Payroll and Accounts Payable Manifest for the week ending 12/30/2016 in the amount of \$84,215.66 was presented for signatures. Riley made a motion to approve the manifest. Freeman seconded. A unanimous vote was taken.

**Public Input:**

Condit Billings questioned why the Conservation Commission collects the rental income for the Sumner Brook property instead of it going into the General Fund. He also questioned the logging proceeds from the Windows on the Ossipee and Town Forest properties. Riley responded that there is little documentation available to review but the Board is conducting research to see if the processes are being handled legally.

Billings stated that there was discussion at the Planning Board Meeting on the prior Johnson's Gas location for a new convenience store with eight gas pumps. The Zoning Board of Adjustment approved two variances last July but there is potential that the NH DES can prohibit development of the site due to its contaminated status.

Harriman reported that NH DOT's 10-year Construction Plan considers improvements to be made at the Route 16 & 41 intersection.

McConarty reported that he was able to find that the Zoning Ordinance states the \$2,500 requirement to be in material cost. This being a Zoning Ordinance change, the Board stated they will address in petition for 2018.

**Non-Public Session:**

Not applicable.

The next meeting is scheduled for Monday, January 9, 2017 at 4:15 PM. Riley noted that he will be late due to a prior commitment.

Riley announced the Budget Committee will be meeting on 1/12/2017 at 6:30 PM.

**Adjournment:**

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

Adjourned at 10:55 AM.

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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 1/9/2017