

**Selectmen's Meeting
Monday, April 17, 2017**

These minutes were recorded by Ellen White, Town Administrator.

Call to Order:

Chairman Morgan called the meeting to order at 4:15 PM.

Morgan opened the meeting with the Pledge of Allegiance.

Attendance by Roll Call:

Present were Selectmen Richard Morgan, Robert Freeman, and Sandra Martin.

Public Input:

Mary Fullerton presented the Board with a copy of the deed for the cemetery lot she and her husband purchased in 1978 that she is now interested in selling back to the Town. Fullerton stated she would like to sell it for the original purchase price. White was asked to have the Cemetery Trustees research the selling price. Morgan made a motion to repurchase the cemetery lot for the original purchase price. Freeman seconded. A unanimous vote was taken.

Roy Barron, Cemetery Trustee, informed the Board that there is a damaged tree in the Chickville Cemetery that he will be removing with assistance from the Highway Department.

Morgan announced that there is a conflict with Barron's recent appointment to the Conservation Commission as an alternate as Barron is a Planning Board member and not more than one member can have joint membership on the Conservation Commission and Planning Board. Tim Otterbach already serves on both the Planning Board and Conservation Commission. Morgan thanked Barron for his interest in serving and apologized for the confusion.

Non-Public Session:

Morgan polled the Board for a non-public session under RSA 91-A:3, II (a) for a personnel matter at 4:20 PM. Roll call vote was taken. Martin answered yes, Freeman answered yes, and Morgan answered yes. Morgan made a motion to adjourn the non-public session at 4:43 PM. Martin seconded. A unanimous vote was taken.

Morgan made a motion to return to public session at 4:45 PM. Freeman seconded. A unanimous vote was taken.

Martin made a motion to seal the non-public minutes. Freeman seconded. A unanimous vote was taken.

Meeting Minutes:

Morgan made a motion to accept the minutes from the 4/10/2017 Selectmen's Meeting. Martin seconded. A unanimous vote was taken.

Morgan made a motion to accept the minutes from the 4/10/2017 Selectmen's Work Session. Freeman seconded. A unanimous vote was taken.

Accounts Payable & Payroll Manifests:

The Payroll Voucher was submitted for the week ending 4/15/2017 in the amount of \$41,267.89. The Accounts Payable Voucher total for the week ending 4/8/2017 was in the amount of \$170,977.49 including accounts payable of \$34,609.69 and payments made to the Fire Precincts of \$136,367.80. Morgan made a motion to approve and sign the check voucher. Freeman seconded. A unanimous vote was taken.

Morgan stated that the Board reviews each invoice prior to approving the batch totals in the weekly manifest.

Review of Red Folder:

Morgan read a letter received from Bruce Parsons announcing his resignation from the Conservation Commission. Parsons noted that he was not the one criticizing Connie Billings during the 11/9/2016 Conservation Commission meeting as transcribed the prior week. Morgan clarified that he listened to the audio recording and agrees that it was not Parsons. Morgan made a motion to accept Parsons' resignation. Freeman seconded. A unanimous vote was taken.

Morgan made a motion to rescind the appointment of Roy Barron to the Conservation Commission. Freeman seconded. A unanimous vote was taken.

Martin made a motion to appoint Lorey Pendarvis from alternate to fill the term previously held by Bruce Parsons. Freeman seconded. A unanimous vote was taken.

Morgan announced that there are now two openings for alternates on the Conservation Commission.

The Board received a memo from Brad Harriman, Public Works Director, reviewing two quotes he received to supply the materials for a retaining wall at the corner of Moultonville Road and Ossipee Mountain Road. Harriman stated that three other companies were contacted but did not supply the type of material needed. The quotes received are as follows:

Gilbert Block	\$2,098.20
Winnepesaukee Lumber	\$2,177.96

Harriman recommends awarding the bid to Gilbert Block. Morgan made a motion to award the bid to Gilbert Block per Harriman's recommendation. Freeman seconded. A unanimous vote was taken.

Marie McConarty suggested moving the convex mirror located at the intersection further to the right for better visibility coming off Ossipee Mountain Road.

A Contract for Use of Facilities was received from Karen Deighan requesting use of the gym on 6/6/2017 from 6:30-8:00 for a Get Wet (science) celebration. The applicable deposit has been received and the schedule has been verified by Craig Brady, Recreation Director. Morgan made a motion to approve the contract. Freeman seconded. A unanimous vote was taken.

The Board received a letter sent from a taxpayer with their final payment submitted on a payment agreement for delinquent property taxes. The letter acknowledges their thanks to the Selectmen for allowing the payment agreement and for assistance provided by Kellie Skehan, Town Clerk/Tax Collector in navigating through the process.

An Intent to Excavate was received from Fred Heckel and Barbara Buesser for the property located on Map 124, Lot 25. The intent is to excavate 20,000 cubic yards of sand and the taxes are paid. Morgan made a motion to approve the intent. Freeman seconded. A unanimous vote was taken.

A Request for an Abatement was received from Karl Leppanen for the property located on Map 130, Lot 12, Sub Lot 60. The abatement in the amount of \$187.00 is to correct a bill issued to the incorrect property owner. Morgan made a motion to grant the abatement. Freeman seconded. A unanimous vote was taken.

The loan documents for the Tax Anticipation Note were presented for signatures. Morgan stated that the Town has been approved to borrow \$2.5 million at a rate of 1.65%. Morgan made a motion to sign the documents. Freeman seconded. A unanimous vote was taken.

An Application for Elderly Exemption was submitted for review. Having met all requirements for the exemption, the Assessor recommends granting the exemption. Morgan made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

An Intent to Excavate was received from Pike Industries Inc. for the property located on Map 250, Lot 8. The intent is to excavate a total of 96,500 cubic yards of earth and the taxes are paid. Morgan made a motion to approve the intent. Freeman seconded. A unanimous vote was taken.

An Excavation Tax Warrant in the amount of \$0.00 was presented for signatures. Morgan made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

An Excavation Tax Warrant in the amount of \$1,076.68 was presented for signatures. Morgan made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

An Excavation Tax Warrant in the amount of \$0.00 was presented for signatures. Morgan made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

A Timber Tax Warrant in the amount of \$251.55 was presented for signatures. Morgan made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

A Timber Tax Warrant in the amount of \$804.03 was presented for signatures. Morgan made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

A form letter addressed to property owners with open timber operations requesting that they submit their final reports of cut was presented for signatures. Morgan made a motion to sign the letter. Freeman seconded. A unanimous vote was taken.

A Request for an Abatement was received from the Lakes Region Conservation Trust for the property located on Map 255, Lot 2. The Assessor recommends denying the abatement as the property does not meet the qualifications for tax-exempt status since it does not meet the criteria of being owned, used and occupied by the organization. The parcel is noted to be vacant and landlocked. Morgan made a motion to deny the abatement. Freeman seconded. A unanimous vote was taken.

A Request for an Abatement was received from William and Rhonda Labbe for the property located on Map 54, Lot 20, Sub Lot 58. The Assessor recommends denying the abatement as the taxpayers missed the filing deadline of 3/1/2017 in addition to the fact the market analysis provided was not for a comparable home type. Morgan made a motion to deny the abatement. Freeman seconded. A unanimous vote was taken.

The Water & Sewer Department Emergency Operations Plan was presented for review. Morgan made a motion to approve the plan. Freeman seconded. A unanimous vote was taken.

A letter addressed to Donna Gridley thanking her for her participation on the Conservation Commission was presented for signatures. Morgan made a motion to sign the letter. Freeman seconded. A unanimous vote was taken.

A letter addressed to Ron Adams thanking him for his participation on the Conservation Commission was presented for signatures. Morgan made a motion to sign the letter. Freeman seconded. A unanimous vote was taken.

The Highway Department Work Log was submitted for the week ending 4/15/2017.

The contract and bond documents between the Town and Evans Brothers for the Valley Road Bridge repair were presented for signatures. Harriman noted the amount of the bond to be \$1,500 for a total project cost of \$34,000. Morgan made a motion to sign the bond documents. Freeman seconded. A unanimous vote was taken.

The Board received a copy of the 2016 Final Ratio Study Report from the State of New Hampshire Department of Revenue Administration. Morgan noted the median ratio to be 96.4%.

The Board received a copy of a Dredge & Fill Application submitted by the State of NH for the property located at 30 Route 16B.

The Board received a copy of a newspaper article submitted by Karen Payne regarding dogs that detect septic systems in failure. Morgan stated that it is illegal to enter onto someone's property in New Hampshire to conduct this type of detection unlike New Jersey where the article originated.

The Board received correspondence from Green Mountain Conservation Group with information on two upcoming workshops: Go Green Snowplowing and a conservation round-table discussion scheduled for 4/27/2017.

Review of Water & Sewer Folder:

A request made to the Water & Sewer Department for payroll reimbursement in the amount of \$3,473.09 was presented for signatures. Morgan made a motion to sign the request. Freeman seconded. A unanimous vote was taken.

The Payroll and Accounts Payable Manifest for the week ending 4/15/2017 in the amount of \$5,467.22 was presented for signatures. Morgan made a motion to approve the manifest. Martin seconded. A unanimous vote was taken.

Old Business:

Intersection of Routes 28 & 171 – Nothing new to report. Morgan requested that Harriman obtain an update from NH DOT. Ed Comeau, State Representative, discussed Senate Bill 203 which is to appropriate funds for intersection improvements to be made as recommended by Senator Jeb Bradley. Morgan asked if Comeau would reach out to Senator Bradley to see if the Town can do anything to help expedite the process.

Intersection of Routes 16, 25 & 28 – Nothing new to report.

Hazardous & Dilapidated Buildings – Morgan stated that both the 44 Danville Road and 44 Bay Point Road properties have court orders to be removed by a certain date. Steve McConarty, Zoning Enforcement Officer, updated the Board with a request received from the contractor of the Bay Point Road property who has requested additional time to have the building removed. Morgan made a motion to abide by the date set in the court order. Freeman seconded. A unanimous vote was taken.

Recreation Committee – Nothing new to report.

Highway Department and Water & Sewer Department Training & Licensing – Harriman reported that he and Chris attended the Solid Waste licensing course last week and added that he will be taking the test on Water Distribution this Thursday.

Whittier Covered Bridge – Harriman reported that he spoke with Hoyle, Tanner & Associates earlier and they are confident that NH DES will not be seeking further mitigation.

New Business:

Morgan announced that the Finance & Benefits Administrator has announced her resignation effective immediately. Morgan requested the position be posted immediately with an application deadline in two weeks.

Freeman expressed thanks to McConarty for pulling together the hazardous and dilapidated buildings issue and making forward progress. Morgan stated that he has done an outstanding job considering the mess he inherited when he came on board. The issue at 9 Dorrs Corner Road has been taken care of and McConarty is working on the Sign Ordinance.

Sumner Brook Property – Martin stated that the tenants attended the Conservation Commission meeting and discussed the recent chimney fire. Martin suggested a full inspection of the home and outbuildings be completed to ensure they are safe. Morgan discussed the arrangement in place between the tenants and Conservation Commission and who is responsible for maintaining the buildings. Harriman and McConarty discussed the two chimney fires that have occurred in the past two years and there are presently roof and wiring issues. Morgan made a motion to arrange a time for a complete inspection to be conducted. Martin seconded. A unanimous vote was taken.

This concluded the business portion of the meeting and Morgan opened the meeting back up for public input.

Public Input continued:

Harriman stated there is an open position for a part-time, seasonal Laborer/Attendant at the Camp David Sewage Lagoons and requested permission to advertise with the other job opening. The Board agreed.

Morgan stated that Emile Legendre was responsible for the naming of “Camp David” and gave a brief history.

The Earth Day free dumping day at the Transfer Station is this Saturday, 4/22/2017.

White questioned who should sign the contract with Dawson’s Excavation. Morgan requested it be revised to be signed by the Board of Selectmen.

The next meeting is scheduled for Monday, April 24, 2017 at 4:15 PM.

Adjournment:

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

Adjourned at 5:31 PM.

Richard H. Morgan, Chairman

Robert C. Freeman

Sandra P. Martin

To be approved 4/24/2017