

**Selectmen's Meeting
Monday, October 23, 2017**

These minutes were recorded by Ellen White, Town Administrator. The meeting was held in the Bub Avery Memorial Gymnasium at Town Hall.

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:

None presented.

Meeting Minutes:

Morgan made a motion to accept the minutes from the Selectmen's Meeting held on 10/16/2017. Martin seconded. A unanimous vote was taken.

The minutes from the Economic Development Committee's meeting held on 10/16/2017 were submitted for review.

Accounts Payable & Payroll Manifests:

The Payroll Voucher was submitted for the week ending 10/21/2017 in the amount of \$39,030.31. The Accounts Payable Voucher total for the week ending 10/14/2017 was in the amount of \$56,976.06. The Water & Sewer Accounts Payable Voucher total for the week ending 10/14/2017 was in the amount of \$8,722.67. Morgan made a motion to approve and sign the check vouchers. Martin seconded. A unanimous vote was taken. Morgan commented that the Board reviews each invoice after it has been through the appropriate Department Heads and then the Finance Office.

Review of Red Folder:

A Public Notice for the Public Information Night on the Town Beach on Ossipee Lake was announced for Monday, 10/30/2017 at 6:00 PM in the Bub Avery Memorial Gymnasium at Town Hall.

A Public Notice for a Public Hearing on the Proposed Issuance of Bonds related to the purchase of land and buildings at 130 Gretchen Road for the purpose of a town beach and recreation area was announced for Thursday, 11/2/2017 at 5:30 PM in the Bub Avery Memorial Gymnasium at Town Hall.

A Public Notice for a Budget Committee Public Hearing on the 2017 Budget and Special Warrant Article related to the purchase of land and buildings at 130 Gretchen Road for the purpose of a town beach and recreation area was announced for Thursday, 11/2/2017 at 6:30 PM in the Bub Avery Memorial Gymnasium at Town Hall.

The Highway Department Work Log was received for the week ending 10/21/2017.

The Board received a memo from Brad Harriman, Public Works Director, reviewing quotes he has requested for the paving of the OCC parking lot and trench repairs along Ossipee Mountain Road. Due to the time of year, only one of four companies contacted is able to complete the work: Sunday Paving for \$20,870.00.

Harriman stated this company completed the paving around the new Highway Garage and recommends them. Morgan made a motion to approve Harriman's recommendation of Sunday Paving in the amount of \$20,870.00. Martin seconded. A unanimous vote was taken.

The Board received a memo from Harriman reviewing quotes received to replace the sander on Truck #7. The quotes received are as follows:

Donovan Equipment Co.	\$4,740.00
Allied Equipment, LLC.	\$5,575.00
Viking Clives	\$6,000.00
HP Fairfield	\$6,150.00

Highway Foreman Bill Eldridge confirmed that three of the sanders are Fisher brand and they are all of the same specification. Harriman's recommendation is to purchase the sander through Donovan Equipment Co. Morgan made a motion to approve Harriman's recommendation of Donovan Equipment Co. in the amount of \$4,740.00. Martin seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received from the Ossipee Central School 6th Grade requesting use of the Bub Avery Memorial Gymnasium at Town Hall on 12/13/2017 and 4/19/2018 for a Boston Museum of Science Presentation. The schedule has been approved by Craig Brady, Recreation Director. Morgan made a motion to approve the contract. Martin seconded. A unanimous vote was taken.

The Board received a letter from a resident commending the Transfer Station employees for assisting her with finding a ring that was lost while she was recycling on 10/8/2017. Morgan summarized the letter and requested a copy be forwarded to Harriman and inserted in each employees personnel file. Morgan also requested a letter of gratitude addressed to each employee from the Board of Selectmen be prepared.

Water & Sewer Red Folder:

A Request for the Reimbursement of Payroll Expenses in the amount of \$3,595.67 for the week ending 10/21/2017 was presented for signatures. Morgan made a motion to sign the request. Martin seconded. A unanimous vote was taken.

Old Business:

Intersection of Routes 28 & 171 – NH DOT Improvements – Harriman reported that he spoke with Michael Dugas from NH DOT and they are in the process of developing requests for proposal for the design work of the roundabout. Harriman also confirmed the plan for construction and completion to take place in 2018.

Town Beach – Morgan read an article from the Carroll County Independent published in 2005 regarding a town beach on Ossipee Lake with support given by then members of the Ossipee Lake Alliance. Morgan stated that twelve years later, there is no access for the public to a swimmable beach, place to ice fish, or otherwise enjoy Ossipee Lake. Morgan then discussed the campground and the thought of its income to generate revenue ultimately offsetting the bond payment for the beach purchase and the plan to proceed without the campground since the overall goal is to obtain a beach, not run a campground. He further encouraged people to attend the meetings to determine whether a beach is what is truly wanted. He also discussed those that would be interested in serving on a beach committee to present themselves as the Board will be looking for recommendations for the best way to utilize the land comprising of 53 acres.

Whittier Covered Bridge – Nothing new to report.

New Business:

Morgan announced the start of the budget review:

Town Clerk/Tax Collector – Kellie Skehan, Town Clerk/Tax Collector, presented her budget request in the amount of \$325,050.00, an increase of \$25,125.00 accounting for increases in wages, overtime for three elections in the upcoming year, part-time staff for office coverage, water & sewer billing and collections, and a new folding machine. Morgan discussed the cost for the billing and collection of the water and sewer as an offset to the revenue received and requested the amount be on a separate line from the wage total. Morgan made a motion to approve the budget request in the amount of \$325,050.00. Martin seconded. A unanimous vote was taken.

Election – Skehan presented the Election budget request in the amount of \$8,450.00, an increase of \$4,475.00 due to there being three elections in the upcoming year opposed to the one held in 2017. Morgan made a motion to approve the budget request in the amount of \$8,450.00. Freeman seconded. A unanimous vote was taken.

Registration – Jane Goodwin, Supervisor of the Checklist, presented the budget request in the amount of \$8,489.00, an increase of \$3,663.00 also due to there being three elections in the upcoming year. Morgan made a motion to approve the budget request in the amount of \$8,489.00. Martin seconded. A unanimous vote was taken.

Recreation Department- Craig Brady, Recreation Director, presented the budget request in the amount of \$165,278.00. Discussion took place on the wage increase which should be included in a separate warrant article to ratify the Union Contract. Brady discussed some line item changes for contract wages that did not affect the bottom line. Morgan made a motion to table the budget for the recalculation of the wages. Freeman seconded. A unanimous vote was taken.

Economic Development – Ash Fischbein, EDC Chairman, presented the level funded budget request in the amount of \$2,500.00. Fischbein updated the Board on what the Economic Development Commission has been working on and where they are heading. There is a current need for more members. Envisioning includes a new playground and expansion of sidewalks throughout Town. Morgan discussed the sidewalk project where the Town installed 550 lineal feet of sidewalk for approximately \$35,000 but the sidewalk proposed on the State road in front of the school was to be in excess of \$130,000. Fischbein stated the Commission is working on obtaining grant information and what is needed to get approvals. Fischbein also discussed improvements that are needed for the community to fulfill the enjoyment of life. Morgan made a motion to approve the budget request in the amount of \$2,500.00. Freeman seconded. A unanimous vote was taken.

Highway Department – Harriman presented the budget request in the amount of \$1,334,270.00. Morgan noted this budget has also included wage increases that should be included in a separate warrant article to ratify the Union Contract. Harriman reviewed the increases in contract plowing, gravel due to encumbered funds from prior years, salt, and furthering education. Harriman stated that due to the wet season, not as much calcium chloride was needed for dust control this year. Morgan made a motion to table the budget for the recalculation of wages. Martin seconded. A unanimous vote was taken.

Transfer Station – Harriman and Brewster Vittum, Transfer Station Supervisor, presented the budget request in the amount of \$458,598.00. Morgan noted this as another budget including wage increases that need to be included in the separate warrant article. Morgan made a motion to table the budget for the recalculation of wages. Martin seconded. A unanimous vote was taken.

Zoning Board of Adjustment – Stanley Brothers, Chairman, and Ralph Wurster, Vice Chairman, presented the budget request in the amount of \$10,120.75, an increase of \$1,971.75 accounting for increases in the secretary wages, advertising and postage. Morgan stated that it has been a learning curve trying to determine the amount of time needed for the Land Use Boards Secretary position. Morgan stated that additional adjustments may be warranted while responsibilities are being shared by the position but not in an effort to supersede the ZBA's judgement. Martin questioned if packets are still being mailed out to Board members. Brothers confirmed and explained the reason for needing the information well in advance of the meeting due to site visits that have to occur. Morgan made a motion to approve the budget request in the amount of \$10,121.00 (rounded up for input in the accounting system). Freeman seconded. A unanimous vote was taken.

Government Buildings – Morgan stated this budget also requires amendments due to wage increases that should not be included. Morgan then made a motion to table the budget for the recalculation of wages. Freeman seconded. A unanimous vote was taken.

Fuel Bids – The sealed fuel bids were opened and are as follows:

Jesse E. Lyman	<u>Fixed Price:</u>	
	#2 Heating Oil	\$2.019/gallon
	Diesel (summer blend)	\$2.149
	Diesel (winter blend)	\$2.299
	Regular no lead	\$1.943
	Propane	\$1.299
	<u>Rack Price:</u>	
	#2 Heating Oil	\$1.919
	Diesel	\$2.099
	Regular no lead	\$1.913
C.N. Brown	Propane	\$1.199
	#2 Heating Oil	\$1.929
	Diesel	\$2.129
	Gasoline	\$.13 over Irving rack

Morgan made a motion to table the bids allowing Harriman time to review the prices and provide his recommendation for next week. Freeman seconded. A unanimous vote was taken.

Morgan announced Halloween Trick or Treat will take place on Tuesday, 10/31/2017 from 5:00-8:00 PM. Also, the Budget Committee will be meeting on Wednesday, 10/25/2017 at 6:30 PM at the Freight House Annex.

This concluded the business portion of the meeting and Morgan re-opened the meeting to Public Input.

Public Input #2:

None presented.

The next meeting will take place on Monday, October 30, 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 5:15 PM.

Richard H. Morgan, Chairman

Robert C. Freeman

Sandra P. Martin

To be approved 10/30/2017