

Selectmen's Meeting
Monday, October 22, 2018

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, Sandra Martin, and Martha Eldridge.

Public Input:

Greg Lagios questioned if the Board will consider a dog park in Town. He stated that he and several other residents are interested in this idea and suggested potential locations at Constitution Park or near the Lakes Region Humane Society. Lagios stated that he is willing to volunteer his time to do the research and design as he has been involved with several from start to finish. Craig Brady, Recreation Director, stated that there is potential area available at Constitution Park. Morgan referred Lagios to work with Brady and depending on how soon it can be pulled together, it could be placed on the Town Warrant by the Selectmen, or through the petitioned Warrant Article process.

Lagios questioned if anything can be done with the 2305 Route 16 property in terms of cleaning it up. He stated that the property is in the area entering the White Mountains and Lakes Region and contains multiple storage trailers and burned vehicles. Morgan responded that the Town is aware of the concerns and the property owner has been difficult and does not share in community pride. He added that Steve McConarty, Zoning Enforcement Officer, has been working with the property owner more recently to bring the property into compliance with Zoning setbacks and he will be asked to see if anything further can be done.

Daymond Steer, Reporter for the Conway Daily Sun, questioned if there is any updates on the Intersection of Routes 28 & 171. Morgan responded that the Board is in receipt of a letter sent by Senator Jeb Bradley to NH DOT and NH DOS Commissioners stating their request for a four-way stop at the intersection. Morgan then read a draft letter written to thank the NH DOT for their prompt response in installing temporary safety measures at the intersection. Morgan made a motion to sign the letter. Martin seconded. A unanimous vote was taken. Morgan reiterated that they were very impressed with the response following the emergency meeting. Within four days, the passing zone and related signage was removed, rumble strips were installed along the Route 171 approaches over the holiday weekend, flashing beacons were installed on stop signs, and temporary radar signs were installed on the northbound and southbound lanes of Route 28. Morgan stated that the Board has advocated for a traffic light, but is convinced a roundabout will eliminate the high speed T-bone accidents from occurring. Morgan announced the NH DOT was scheduled to attend the Selectmen's Meeting on 10/29 for updates on the Route 41 & 16 intersection, but the subject matter will be on the long-term solution for Routes 171 & 28. Steer questioned if any accidents have been reported since the temporary solutions have been put in place. Morgan responded that he is not aware of any. Discussion took place on the police presence at the intersection with support being provided by the State, County and Local law enforcement agencies.

Meeting Minutes:

Morgan made a motion to approve the minutes from the Selectmen's Meeting held on 10/15/2018. Eldridge seconded. A unanimous vote was taken.

Morgan made a motion to approve the minutes from the Work Session held on 10/15/2018. Martin seconded. A unanimous vote was taken.

Accounts Payable & Payroll Manifests:

The Payroll Voucher was submitted for the week ending 10/20/2018 in the amount of \$40,070.99. The Accounts Payable Voucher was submitted for the week ending 10/15/2018 in the amount of \$21,641.89 including accounts payable in the amount of \$80,504.20. The Water & Sewer Accounts Payable Voucher submitted for the week ending 10/15/2018 was in the amount of \$9,442.86. Morgan made a motion to approve and sign the check vouchers. Martin seconded. A unanimous vote was taken. Morgan stated that all invoices are reviewed before they are approved in the weekly manifest totals.

Review of Red Folder:

An Application for Sign Permit was submitted by Purity Spring Resort requesting to enlarge an existing 20'x12' sign to 30'x14'. McConarty notes that this request does not comply with the Sign Ordinance. Morgan made a motion to deny the application. Martin seconded. A unanimous vote was taken.

An invoice was presented from Green Mountain Conservation Group in the amount of \$10,081.06 for 2018 water quality monitoring. Morgan stated that staff time is documented at \$50.00 per hour and volunteer time at \$24.67. Morgan made a motion to deny payment of this invoice. Martin seconded. A unanimous vote was taken. Morgan stated that this has been an item paid for by the Conservation Commission in the past, but suggested they request funding from the Town through the outside agency funding request process. Morgan made a motion to contact Green Mountain Conservation Group and explain the outside agency funding process for future funding. Martin seconded. A unanimous vote was taken.

The Highway Department Work Log was submitted for the week ending 10/20/2018.

The Board received a memo from Brad Harriman, Public Works Director, reviewing quotes he received to purchase a sander for the Highway Department pickup truck. The quotes received are as follows:

H.P. Fairfield	\$4,092.00
Donovan Equipment	\$4,425.00
Alton Motorsports Co.	\$4,750.00

Harriman recommends purchasing the sander from HP Fairfield. Morgan made a motion to approve the purchase through HP Fairfield. Martin seconded. A unanimous vote was taken.

An Intent to Cut Wood or Timber was received from John G. Neilson and Beth Kontos for the property located on Map 272, Lot 8 (5 Youngs Road). The intent is to cut 3 acres from the 7.01 acre parcel and the logger listed is Edmunds Trucking. The taxes are paid and there is no cemetery noted. Morgan made a motion to approve the intent. Martin seconded. A unanimous vote was taken.

A Petition and Pole License submitted by Eversource for the installation of one pole on Route 16 near Isaac Buswell Road was presented for signatures. Morgan made a motion to sign the license. Martin seconded. A unanimous vote was taken.

A Petition and Pole License submitted by Eversource for the installation of one pole on Blueberry Road was presented for signatures. Morgan made a motion to sign the license. Martin seconded. A unanimous vote was taken.

The Board received a copy of email correspondence from CarePlus Ambulance reviewing improvements they are making to improve response times.

The Consent Calendar Agenda was received from the meeting of the Governor and Executive Council held on 10/17/2018.

The Board received a copy of a thank you card from the Wright family acknowledging the plant sent in memory of Mark Wright.

Water & Sewer Red Folder:

A Payroll Reimbursement Request for the week ending 10/20/2018 in the amount of \$3,387.65 was presented for signatures. Morgan made a motion to approve the request. Martin seconded. A unanimous vote was taken.

A Water & Sewer Warrant in the amount of \$1,867.00 for service charges was presented for signatures. Morgan made a motion to approve and sign the warrant. Martin seconded. A unanimous vote was taken.

The Board received a memo from Harriman reviewing the cost associated with remote monitoring of the pump stations at Pine River and Beech River. Three options presented are attached to these minutes. Morgan questioned if there is plans to complete the installation in the current budget year or in 2019. Harriman responded that they would like to include it in the 2019 budget. Morgan stated they should proceed.

Old Business:

Duncan Lake Beach – Harriman had no update to provide.

Economic Revitalization Zone – West Ossipee – White reported that she is following up on the application submitted in August but does not have an answer back yet.

Intersection of Routes 28 & 171 – Discussed earlier in the meeting.

Sidewalks – Harriman confirmed that he still has not received the maintenance agreement and there are no other updates.

Whittier Covered Bridge – Harriman stated he will be receiving updates on the project during a meeting he is scheduled to attend with NH DOT on Thursday, 10/25/2018.

New Business:

Morgan announced the opening of the sealed bids for heating oil, diesel, gasoline and propane. The proposals received are as follows:

	Propane Fixed	Propane Rack+	Heating Oil	Heating Oil-Rack	Diesel-Summer	Diesel-Rack	Diesel-Winter	Gasoline	Gasoline-Rack
Carroll County Oil	x	x	\$ 2.629	\$ 0.18	x	\$ 0.18	x	x	x
CN Brown	x	x	\$ 2.609	\$ 0.20156	\$ 2.749	\$ 0.20156	x	x	\$ 0.22
Rymes	\$ 1.679	x	\$ 2.779	x	x	x	x	x	x
Jesse Lyman	\$ 1.69	\$ 1.68	\$ 2.74	\$ 2.69	\$ 2.69	\$ 2.69	\$ 2.99	\$ 2.43	\$ 2.24
Suburban Propane	\$ 1.65	\$ 0.45	x	x	x	x	x	x	x

Morgan requested that Harriman compile the results for recommendation next week. Martin requested copies of the proposals to review as well.

Morgan announced the start of the budget review:

Town Clerk/Tax Collector – Kellie Skehan, Town Clerk/Tax Collector presented the budget request in the amount of \$333,825, an increase of \$8,775 to account for a 2% cost of living adjustment with applicable taxes, an increase in part-time wages for training and potential employee benefit change. Morgan made a motion to recommend the budget request in the amount of \$333,825. Martin seconded. A unanimous vote was taken.

Elections – Skehan presented the budget request in the amount of \$3,875, a decrease of \$4,575 due to only being one election scheduled for 2019. Morgan made a motion to recommend the budget request in the amount of \$3,875. Martin seconded. A unanimous vote was taken.

Registration – Desiree Valley, Supervisor of the Checklist, presented the budget request in the amount of \$2,575, a decrease of \$5,914 also due to only one election scheduled for 2019. Morgan welcomed Valley to her new position. Morgan made a motion to recommend the budget request in the amount of \$2,575. Martin seconded. A unanimous vote was taken.

Recreation Department – Craig Brady, Recreation Director, presented the budget request in the amount of \$165,250.86, an increase of \$1,289.65. Brady explained that he has budgeted 25 hours per week for 8 weeks to cover a lifeguard/swim instructor at Duncan Lake. He stated that he has an interested candidate to fill the position. Martin questioned the expenditures of the recognition/awards line item. Brady responded that an order to update plaques and banners is to be submitted at the close of the fall sports program. He also explained that the activities line has been increased as a result of increased participation in programs, but the revenues have increased as well. Morgan made a motion to recommend the budget request in the amount of \$165,250. Martin seconded. A unanimous vote was taken.

Economic Development – Ash Fischbein, Chairman, presented the level-funded budget request in the amount of \$2,500. He stated that the Economic Development Council is making headway in their efforts. Morgan discussed billboard advertising similar to what the City of Rochester's EDC is doing. Fischbein will research the cost associated with advertising and report back to the Selectmen. Morgan made a motion to recommend the budget request in the amount of \$2,500. Martin seconded. A unanimous vote was taken.

Government Buildings – Harriman presented the budget request in the amount of \$228,278, an increase of \$2,803 to account for a 2% cost of living adjustment including applicable taxes, and a small increase in the fuel for the Town Hall based on current consumption. Morgan made a motion to recommend the budget request in the amount of \$228,278. Martin seconded. A unanimous vote was taken.

Highway Department – Harriman presented the budget request in the amount of \$1,345,500, an increase of \$45,218 to account for a 2% cost of living adjustment including applicable taxes, a decrease in the strip/safety signs, and slight increases in the bridge maintenance, radio maintenance and salt budget lines. Harriman stated that the additional money raised on the floor at Town Meeting to add the fog line striping to Town roads came in lower than he estimated and the amount to re-stripe the lines has been decreased accordingly. Morgan requested that the line striping take place earlier in the season to ensure the roads are not striped just to be scraped off by plowing. Discussion took place on culvert repairs needed on Granite Road and the option to fund from the Bridge Repair/Replacement Expendable Trust Fund. Harriman estimates the expenditure for culverts needed to be approximately \$7,500. Morgan suggested reducing the culvert line item by that amount.

and making the purchase of the needed culverts from the current year budget. Further discussion took place on adjusting line items to cut where possible without compromising services provided. Martin reviewed the expenditures on several line items. Morgan made a motion to recommend a budget request in the amount of \$1,338,000. Martin seconded. A unanimous vote was taken.

Transfer Station – Harriman presented the budget request in the amount of \$502,962, an increase of \$53,262 to account for a 2% cost of living adjustment including applicable taxes, and an increase in the hauling & dumping line item (\$40,000). Harriman reviewed the increase stating that the 3-year contract with North Conway Incinerator was just renewed this year, and the cost is too unpredictable to not prepare for the worst case scenario. Harriman stated that it was a very busy year with contractor disposals and well attended free dump collection days. Eldridge questioned if Harriman has available an estimate of revenues collected. Harriman responded that he will get one together for next week. Additional discussion took place on the ground water testing that is required by the State of NH DES for the former landfill. Morgan made a motion to recommend the budget request in the amount of \$502,962. Martin seconded. A unanimous vote was taken.

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

Public Input #2:

Steer questioned if there are any goals for the meeting with NH DOT on Monday. Morgan responded that the original meeting was setup for discussion on the Routes 16 & 41 intersection improvements but was changed as a result of the recent activity related to the intersection of Routes 28 & 171.

Fischbein questioned the status of the request for an economic revitalization zone in West Ossipee. Morgan responded that White is working on obtaining an update on their request.

Morgan announced the Budget Committee will be meeting on Wednesday, 10/24/2018 at 6:30 PM at the Freight House to review the budgets presented during last week's Selectmen's Meeting.

Non-Public Session:

Morgan polled the Board for a non-public session under RSA 91-A:3, II (c) for a tax matter and RSA 91-A:3, II (a) for a personnel matter at 5:30 PM. Roll call vote was taken. Martin answered yes, Eldridge answered yes, and Morgan answered yes. Morgan made a motion to adjourn the non-public session at 5:46 PM. Martin seconded. A unanimous vote was taken.

Morgan re-opened the public session at 5:47 PM. Morgan made a motion to seal the minutes from the non-public session held under RSA 91-A:3, II (c) for a tax matter and RSA 91-A:3, II (a) for a personnel matter. Martin seconded. A unanimous vote was taken.

Brief discussion took place on the current status of the lottery jackpots.

Cole Perry requested that the Town supply maintenance records for the vehicles that are sold by sealed bid. Discussion ensued. Morgan reiterated that all surplus equipment and vehicles are sold as is and the opportunity is given for bidders to view the equipment and vehicles prior to submitting bids. Morgan clarified that a total of 4 retired police cruisers were sold through the sealed bid process this year.

The next meeting will take place on Monday, October 29, 2018 at 4:15 PM.

Adjournment:

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

Adjourned at 5:55 PM.

Richard H. Morgan, Chairman

Sandra P. Martin

Martha B. Eldridge

To be approved 10/29/2018