

Selectmen's Meeting
Monday, November 19, 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:

Daymond Steer, Conway Daily Sun Reporter, questioned if there was any update on the Economic Revitalization Zone (ERZ) to be established in West Ossipee. Morgan responded that a letter acknowledging the approval of the new zone has been received and then read the letter from NH Division of Economic Development. Morgan added that he was part of a roundtable discussion held with the new owner of the Whittier Mountain property a few months ago regarding incentivizing economic development in the West Ossipee area. Two ERZs have already been established in the Route 16 Corridor and in Center Ossipee Village. Adding a West Ossipee ERZ will provide new businesses tax incentives when they choose to develop or locate their business in the zone. Morgan referred Steer to also speak with Ash Fischbein, Economic Development Council Chairman, for further information on the ERZ. Steer questioned if John Kenney is the current owner of Whittier Mountain. Morgan confirmed.

Steer questioned if there was any additional update on the intersection of Routes 28 & 171 in regard to the requests received to put in a temporary four-way stop at the intersection until the construction of the roundabout commences. Morgan responded that the Board is in receipt of an inter-office memorandum from the State of NH DOT acknowledging the required Dredge & Fill Permit has been expedited, the construction project will accelerate to April 2019 with actual construction beginning in the fall of 2019. Steer questioned if there is any update on the status of the easements needed from the abutting property owners. Morgan responded that one owner is the Town Attorney, Richard Sager, the second is owned by the State, the third is owned by Huggins Hospital which Representative William Marsh sits on the Board of Directors, and the status of the fourth is unknown at this time. Morgan expressed that he is very impressed with the response to the intersection concerns. Discussion ensued.

Meeting Minutes:

Morgan stated that they entered into a non-public session earlier pursuant to RSA 91-A:3, II (a) for a personnel matter and RSA 91-A:3, II (c) for a tax matter. Morgan made a motion to seal the minutes. Martin seconded. A unanimous vote was taken.

Morgan made a motion to approve the minutes from the Selectmen's Meeting held on 11/5/2018. Martin seconded. A unanimous vote was taken.

Morgan made a motion to approve the minutes from the Work Session held on 11/5/2018. Martin seconded. A unanimous vote was taken.

Accounts Payable & Payroll Manifests:

The Payroll Voucher was submitted for the week ending 11/10/2018 in the amount of \$41,602.94. The Accounts Payable Voucher was submitted for the week ending 11/5/2018 in the amount of \$26,521.86. The Water & Sewer Accounts Payable Voucher submitted for the week ending 11/5/2018 was in the amount of \$6,083.45. The Payroll Voucher was submitted for the week ending 11/17/2018 in the amount of \$41,082.60. The Accounts Payable Voucher was submitted for the week ending 11/12/2018 in the amount of \$152,385.26 including accounts payable of \$41,041.26 and payment made to the Fire Precincts of \$111,344.00. The Water & Sewer Accounts Payable Voucher submitted for the week ending 11/12/2018 was in the amount of \$4,085.96. 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:

The Board received a memo from Kellie Skehan, Town Clerk/Tax Collector, acknowledging the approval of the Moose License Plate Grant that was applied for and is to be used to preserve assorted volumes of Ossipee records from 1822-1947. Skehan will be placing a warrant article on the 2019 warrant to receive the grant funds.

Morgan announced the Board signed the Property Tax Levy last week totaling \$7,880,059.99.

The contract for audit services to be provided by Plodzik & Sanderson, PA was presented for signatures. Morgan stated the estimated cost is \$16,000-\$19,000. Morgan made a motion to approve and sign the contract. Martin seconded. A unanimous vote was taken.

The Investment Policy was presented for review and signatures. Morgan stated the review and re-adoption is an annual requirement and there are no changes noted at this time. Morgan made a motion to sign the Investment Policy. Martin seconded. A unanimous vote was taken.

The Board received copies of Wetlands Permit Applications that were presented for the following properties:

- 27 Bearcamp River Road (Map 25, Lot 26) – to stabilize an exposed excavation along the Bearcamp River
- 46 Channel Road (Map 22, Lot 39) – to construct a perched beach no larger than 900 feet on a slope less than 25%

The Highway Department Work Logs were received for the weeks ending 11/10/2018 & 11/17/2018.

The Consent Calendar Agenda was received from the meeting of the Governor and Executive Council held on 11/14/2018.

The Board received a copy of a check from Planet Aid in the amount of \$110.75 for recycling.

The Board received copies of Notices of Decision on the following cases:

- 18-3-BLA: Boundary line adjustment granted, 139 & 141 Ossipee Mountain Road (Map 216, Lots 6 & 7)
- 18-17-V: Variance granted for setback requirements, 18 Frost Road (Map 66, Lot 48)
- 18-17-SE: Special Exception granted to make a non-conforming structure more non-conforming, 18 Frost Road (Map 66, Lot 48)
- 18-15-V: Variance granted for front & side setbacks, 6 Lower Broad Bay Road (Map 31, Lot 4)
- 18-15-SE: Special Exception granted to make a non-conforming structure more non-conforming, 6 Lower Broad Bay Road (Map 31, Lot 4)
- 18-13-V: Variance granted for side setbacks, 8 Frost Road (Map 66, Lot 53)
- 18-14-V: Variance granted for front, side & rear setbacks, 70 Nichols Road (Map 24, Lot 17)

The Board received a memo from Brad Harriman, Public Works Director, reviewing the quote received to complete the plowing and sanding of a 300' section of Youngs Road. Jacob Sawyer has provided a quote in the amount of \$50.00 per trip for plowing, and \$50.00 per application of sand. Morgan made a motion to approve the contracted service. Martin seconded. A unanimous vote was taken.

The Board received a memo from Harriman with a request he has received from the Deer Cove South Association requesting permission to install speed humps on Deer Cove Road from Memorial Day to Columbus Day. Harriman questioned whether the Association represents the entire neighborhood, liability, and speed enforcement. Discussion ensued. Morgan made a motion to send a letter to the Association stating that the Town does not allow private items to be installed on Town roads. Martin seconded. A unanimous vote was taken.

Water & Sewer Red Folder:

Payroll Reimbursement Requests for the week ending 11/10/2018 in the amount of \$3,113.18, and for the week ending 11/17/2018 in the amount of \$3,443.46 were 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 \$179.20 for service charges was presented for signatures. Morgan made a motion to sign the warrant. Martin seconded. A unanimous vote was taken.

A Water & Sewer Warrant in the amount of \$216.79 for service charges was presented for signatures. Morgan made a motion to sign the warrant. Martin seconded. A unanimous vote was taken.

Old Business:

Duncan Lake Beach – Nothing new to report.

Economic Revitalization Zone - West Ossipee – Discussed earlier in the meeting.

Sidewalks – Harriman reported that he has contacted the subcontractors and is waiting for the pricing to come in.

Whittier Covered Bridge – Nothing new to report.

New Business:

2019 Municipal Budget Review:

Long-Term Debt – Morgan stated the Town has no long-term debt but \$10,000 is raised to pay the interest due on the Tax Anticipation Note. This amount is level-funded. Morgan made a motion to recommend the budget request in the amount of \$10,000. Martin seconded. A unanimous vote was taken.

Insurance – Tabled until 11/26/2018.

Library – Maria Moulton, Library Director, and Judy Perry, Treasurer, presented the budget request in the amount of \$225,739.52, up from \$219,067. The increase is primarily due to the 2% cost of living adjustment with applicable taxes, and health insurance rates. Martin questioned if the balance of budget is anticipated to be spent by the end of the year. Moulton responded that she will probably have \$6,000-8,000 in part-time wages that will be unspent. Morgan questioned the staff levels. Moulton responded that there are 3 full-time, 1 regular part-time, and a part-time sub that fills in as needed. Morgan made a motion to recommend the budget request in the amount of \$225,740 (rounded). Martin seconded. A unanimous vote was taken.

Fire Warden – Warden Adam Riley presented the level-funded budget request in the amount of \$21,955. He stated he has a few invoices to be processed by the end of the year. Morgan made a motion to recommend the budget request in the amount of \$21,955. Martin seconded. A unanimous vote was taken.

Ambulance – The budget request in the amount of \$266,937 is per the 5-year contract and will stabilize until the contract expiration on 3/31/2020. Morgan made a motion to recommend the budget request in the amount of \$266,937. Martin seconded. A unanimous vote was taken.

Emergency Management – The request is level-funded in the amount of \$6,700. Morgan made a motion to recommend the budget request in the amount of \$6,700. Martin seconded. A unanimous vote was taken.

Water & Sewer – Harriman and Wayne Eldridge, Water & Sewer Supervisor, presented the budget request in the amount of \$457,605, up from \$438,168. Harriman reviewed areas of increase including a 2% cost of living adjustment with applicable taxes, health insurance plan change, pump station monitoring, water testing, electricity, and fuel. Morgan reiterated that he would like to see the Department complete more testing than what is required by the State. Eldridge reported that he anticipates an increase in revenues for septic hauling originating from

the County. Morgan made a motion to recommend the budget request in the amount of \$457,605. 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:

Cole Perry questioned why the State would not install a traffic light at the intersection of Routes 28 & 171 since there is already a flashing beacon in place. Morgan responded that there has been discussion at length at various meetings and the State's standpoint is that a traffic light is not a safe solution to the problem intersection. Further discussion ensued. Martin and Eldridge stated their full support of the roundabout solution.

Steer questioned a lawsuit that has been filed by a group of campers at Westward Shores Campground involving the Campground ownership and the Town. Morgan responded the Town has been named as a party in the suit that is in regard to FEMA compliance for the old section of the campground. All campers are required to raise their structures above the floodplain or the Town is in jeopardy losing its status in the flood insurance program which would result in higher insurance rates for those property owners who are required to have flood insurance.

Morgan encouraged all to shop local and support the great variety of businesses and restaurants the area has to offer.

Non-Public Session:

Not applicable.

The next meeting will take place on Monday, November 26, 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 5:03 PM.

Richard H. Morgan, Chairman

Sandra P. Martin

Martha B. Eldridge

To be approved 11/26/2018

