

## **Selectmen's Meeting**

### **Monday, February 10, 2020**

These minutes were recorded by Angela Rizzitano, Secretary. Matt Sawyer Jr., Town Administrator, was also in attendance. The meeting was held in the Bub Avery Memorial Gymnasium at Town Hall.

#### **Call to Order:**

Selectman Martin called the meeting to order at 4:15 PM. Martin opened the meeting with the Pledge of Allegiance.

#### **Attendance by Roll Call:**

Present were Selectmen Sandra Martin, Martha Eldridge and Susan Simpson.

#### **Department Head Reporting:**

Highway Department – William Eldridge, Highway Supervisor, read the highway weekly work log. They checked all routes. They cut brush all over town. He advised they serviced truck 8 and the recreation truck. The trucks were cleaned. They plowed and sanded as needed. They added gravel to some pot holes around town and they also painted plows. Tony J. Eldridge, Superintendent of the Works, read the public works weekly report. T.J. Eldridge advised that he went out to plow with a few of the crew members to see how they do things. T.J. Eldridge also advised that they checked roads to evaluate a new 10 year plan as the current plan is almost up. He also advised that he took a private contractor around to mowing areas in Ossipee and may be potentially using them over the summer. This would be more cost effective and less time consuming for the town crews. T.J. Eldridge also worked with DES regarding the dams. Also he advised that plowing Government parking lots have become more efficient with the new plow truck.

Police Department – Joseph Duchesne, Police Chief, reported that the Police Department had a typical week that was busy as usual with a few accidents. He also advised that he will have the logistics next week regarding the self-defense class for young girls and women.

Recreation Department – Tony J. Eldridge, Superintendent of the Works, advised Family Game Zone begins Wednesday, February 12, 2020. Also there will be a free country music concert on March 20, 2020 at the Town Hall. Donations will be appreciated.

Selectmen's Office – Matt Sawyer Jr., Town Administrator, reported that the he had a follow up with the auditors and received positive feedback to improve efficiency. He would like to thank Karen Anthony for all her hard work during this process. He advised that he worked with DES and T.J. Eldridge regarding the dams. He is also working on the Whittier Covered Bridge project and is working on documentation and trainings. Sawyer Jr. also advised that the Budget Public Hearing went well and he finalized the MS-737 for DOR. The Town Report has been completed and he thanked Kellie Skehan and Angela Rizzitano for proofreading it.

Town Clerk/Tax Collector – Kellie Skehan, Town Clerk/Tax Collector, advised that the Town Clerk's Office received approximately \$25,000.00 in revenue. The Tax Collector received approximately \$45,000.00 with \$20,000.00 received online. Skehan advised that the Presidential Primary is February 11, 2020. Polls are open from 8 AM-7 PM. To register to vote please bring a photo ID and proof of residence on Election Day.

Transfer Station – Brewster Vittum, Transfer Station Supervisor, advised that they did their normal recycling. He also advised that the 22 tons of mixed paper has been shipped out with a cost of \$45.00/ton. They plowed as needed and he advised they have a new electronic vendor.

Building Inspector– Steve McConarty, reported he has been busy with inspections. Westward Shores has a new pool permit. Also he advised he will have a monthly report starting this month.

Government Buildings- Tony J. Eldridge, reported that the lights are completed at the Library and at the Freight House. The sidewalk tractor is working great and the generator cover is also working very well. He also advised that he is still working on security cameras for the Town Hall.

### **Public Input:**

Dallas Emery advised that he was waiting to hear about the budget and Matt Sawyer Jr. advised him that the Selectmen would be signing it later in the meeting. Discussion ensued.

Ash Fischbein asked about the school budget settlement and if the Town Attorney did not know that there was a specific RSA regarding that. Chairman Martin advised that there is no specific RSA and the courts advised that the Town of Ossipee payment schedule was not unreasonable. Discussion ensued.

### **Meeting Minutes:**

Martin made a motion to seal the minutes from the Non-Public Session held pursuant to RSA 91-A:3, II (a) for a Personnel matter. M. Eldridge seconded. A unanimous vote was taken.

Martin made a motion to approve the minutes from the Work Session and Non-Public session held on 2/3/2020. Simpson seconded. A unanimous vote was taken.

Martin made a motion to approve the minutes from the Selectmen's Meeting held on 2/3/2020. M. Eldridge seconded. A unanimous vote was taken.

Martin made a motion to approve the minutes from the Selectmen's Meeting held on 2/6/2020. M. Eldridge seconded.

### **Accounts Payable & Payroll Manifests:**

The Payroll Check Voucher total was submitted for the week ending 2/8/2020 with a pay date of 2/11/2020 in the amount of \$51,956.90. Accounts Payable for the week ending 2/8/2020 is \$31,219.14. Water & Sewer Accounts Payable is \$3,356.64. M. Eldridge made a motion to approve. Martin seconded. A unanimous vote was taken.

A Payroll Reimbursement Request issued to the Water & Sewer Department for the payroll week ending 2/8/2020 with a pay date of 2/11/2020 was submitted in the amount of \$3,455.03. M. Eldridge made a motion to sign the request. Simpson seconded. A unanimous vote was taken.

#### **Water & Sewer Red Folder:**

A Water & Sewer Warrant was presented for signatures for \$40.00 with penalties after March 16, 2020 for all sums not paid by this date. M. Eldridge made a motion to sign this Warrant. Simpson seconded. A unanimous vote was taken.

A Water & Sewer Warrant was presented for signatures for \$1500.00 with penalties after March 16, 2020 for all sums not paid by this date. M. Eldridge made a motion to sign this Warrant. Martin seconded. A unanimous vote was taken.

#### **Review of Red Folder:**

Chairman Martin read a positive feedback letter from a taxpayer thanking Jessi O'Blenes and Angela Rizzitano in the Selectmen's Office for their assistance with answering her questions.

Chairman Martin read a positive feedback letter from a taxpayer thanking Officer Ripley of the Ossipee Police Department for his assistance on a property check.

Chairman Martin made a motion to sign the 2020 Town Warrant. M. Eldridge seconded. A unanimous vote was taken.

Chairman Martin read a letter serving as written permission from the Board of Selectmen to authorize Treasurer, Harry Merrow to engage in the acquisition of a TAN loan from the Bank of NH, including the execution of loan closing documents. Martin made a motion to sign. M. Eldridge seconded. A unanimous vote was taken.

The Board received a nomination for Health Officer. Martin made a motion to appoint Town Administrator, Matt Sawyer JR. as the new Health Officer. M. Eldridge seconded. A unanimous vote was taken.

Chairman Martin mentioned a near incident at last year's rabies clinic with a child and a dog. Martin made a motion to no longer hold the rabies clinic at the Town Hall. M. Eldridge seconded. A unanimous vote was taken.

The Board received the monitoring report for sales inspections from NH Department of Revenue Administration. The letter from NH DOR advised that a copy was also sent to Granite Hill Municipal Services. It will be on file in the Selectmen's Office.

The Board received a memo from Kellie Skehan asking if the Town crew would be available to pick up Ballot Clerks if the weather becomes inclement for the Presidential Primary. The Board approved this request.

A Contract for Use of Facilities was received for UNH Tech Transfer Center (T2) for April 8, 2020 at the Freight House for a workshop. M. Eldridge made a motion to approve. Simpson seconded. A unanimous vote was taken.

Selectman M. Eldridge advised that the Town Offices will be closed Monday, February 17, 2020 so there would be no Selectmen's Meeting.

The Board received a proration application for Paulo Litwinczuk to abate the assessed value of the taxpayer's property. The building was rendered unlivable after a fire on November 22, 2019. The assessor recommended to grant this proration request for \$31,204.00. Simpson made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

A Request for a Clerical Abatement was received for the property located at 7 Spring Tavern Road for property owner Paulo Litwinczuk (Map 242, Lot 021). The request is in the amount of \$601.00. The reason for the abatement is that the building was damaged by a fire. Simpson made a motion to approve this abatement. M. Eldridge seconded. A unanimous vote was taken.

The Transfer Station Work Log was received for February 2, 2020 through February 8, 2020. It will be on file in the Selectmen's Office.

A Notice of Intent to Cut Wood or Timber for Map 078, Lot 004 was presented for Jim Rymes. The logger is Eldridge Logging LLC. There is no cemetery on the property and the taxes are paid. This is a supplemental intent. Simpson made a motion to approve this Intent to Cut. M. Eldridge seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received for Carroll County Attorney's Office for March 26, 2020 and April 23, 2020 at the Freight House for SART meeting. Simpson made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

**Old Business:**

None Presented

**New Business:**

None Presented

**Second Public Input:**

None Presented

**Non-Public Session:**

None

The next meeting will take place on Monday, February 24, 2020.

**Adjournment:**

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

Adjourned at 4:50 PM.

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Sandra P. Martin, Chairman

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Martha B. Eldridge

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Susan J. Simpson

To be approved 2/24/2020