

## **Selectmen's Meeting Monday, July 27, 2020**

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

**The Selectmen's Meeting reconvened from recess at 4:15 PM.**

**Call to Order/Roll Call: Completed in the Work Session. Selectman Jonathan Smith was absent for the Selectmen's Meeting.**

M. Eldridge opened the meeting with the Pledge of Allegiance.

### **Department Head Reporting:**

Town Clerk/Tax Collector, Kellie Skehan, advised that her office has received approximately \$107,000.00 in revenue for taxes. She also advised that there is \$575,000.00 left to be collected. Auto revenue was just under \$24,000.00. She advised that there are lots of appointments available and that she will continue using appointments for the foreseeable future. Skehan advised that Trish Hodge's retirement party was held and it was a success. Chairman M. Eldridge thanked Skehan for arranging it.

Water & Sewer, T.J. Eldridge, Public Works Director, advised that lagoons 1 & 2 were dewatered. Camp David is being prepared for a DES inspection. Routine maintenance was done at Pine River and Mountain Road pump stations. Also the driveway at Beech River Shutter Mill was repaved due to having been dug up to repair a water line.

Transfer Station, T.J. Eldridge, Public Works Director, read the Transfer Station work log. Compactor 1 was shipped out on Monday and again on Friday. Compactor 2 was shipped out on Thursday. They sorted recyclables and cleaned the area. He also advised that Zach Furber, the part time employee at the Transfer Station, is doing well.

Highway Department, T.J. Eldridge, Public Works Director, read the weekly report. They graded Ossipee Mountain Road, Pine Hill Road, Chapel Road, Conner Pond Road, Bean Mountain Road, and Upper Beacham Road. They cleaned drains on Upper Beacham Road, Ossipee Mountain Road and Walker Hill Road. Cut brush on Ossipee Mountain Road and Pine Hill Road. T.J. Eldridge also advised that they received calcium and will be trying a new procedure on Pine Hill Road and Chapel Road to see if it helps with wash outs.

Government Buildings, T.J. Eldridge, Public Works Director, advised that the air conditioner stopped working at the Freight House and they are working on that. Also there was a leak at the Freight House that has been repaired. He also advised that the door at Town Hall is in the process of getting straightened out as well.

Selectmen's Office, Matt Sawyer Jr., Town Administrator, advised that the Whittier Covered Bridge had more paperwork, which is now complete. The Board conducted job interviews and hired a part time Transfer Station attendant. This should help people get in and out of the facility more quickly.

He advised that he worked on job openings and job descriptions, which can be located at [www.ossipee.org](http://www.ossipee.org) under the Employment tab. The Conway Daily Sun will be running an Ad for us as well. The Town is actively seeking to hire a Building/Zoning Inspector as well as a part time Recreation Director. The reason for hiring a recreation director part time is due to COVID-19. He is also working on the Financial Controls Policy.

#### **Public Input:**

Frank Burke asked when the Whittier Covered Bridge will be put in place. Matt Sawyer Jr. advised that hopefully construction can start this year but it will most likely won't happen until 2021.

Dallas Emery asked if the Board will be attending the School Board meeting on August 7, 2020. He advised that he hopes they attend and express their opinions to the School Board.

#### **Meeting Minutes:**

Chairman M. Eldridge made a motion to approve the Work Session and sessions 1 and 2 of the non-public meeting held July 20, 2020 under RSA 91-A:3, II (a) and RSA 91-A:3, II (b). Simpson seconded.

Chairman M. Eldridge made a motion to approve the minutes from the Selectmen's Meeting held on 7/20/2020. Simpson seconded.

Chairman M. Eldridge made a motion to approve the minutes from the Selectmen's Meeting held on 7/13/2020. Simpson seconded.

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

The Payroll Check Voucher total was submitted for the week ending 7/25/2020 with a pay date of 7/28/2020 in the amount of \$45,777.57. Accounts Payable for the week ending 7/20/2020 is \$19,795.24. Water & Sewer Accounts Payable is \$6,683.93. M. Eldridge made a motion to approve. Simpson seconded.

A Payroll Reimbursement Request issued to the Water & Sewer Department for the payroll week ending 7/25/2020 with a pay date of 7/28/2020 was submitted in the amount of \$4,775.06. M. Eldridge made a motion to sign the request. Simpson seconded.

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

Chairman M. Eldridge read a letter from the Superintendent of Schools regarding a change in the calendar for 2020-2021. The change is for towns that may be experiencing hardships with the upcoming elections due to the COVID-19 pandemic and the restrictions on social distancing. The School Board is offering space in the school for voting during the September primary election and the November general election. M. Eldridge advised that it has been discussed with Kellie Skehan but the final decision will be made by the moderator, Katy Meserve. Discussion ensued.

The Board received a Cemetery Deed for Emerald Flanders. M. Eldridge made a motion to sign the Cemetery Deed. Simpson seconded.

The Board received an Application for Reimbursement to Towns and Cities in which Federal and State Forest Land is situated. M. Eldridge read the application and made a motion to sign. Simpson seconded.

The Board received an Agreement for Professional Services from Hoyle, Tanner & Associates, NHDOT Bridge no. 108/333, NHDOT Project no.23818, Federal no. X-A002(771), regarding the Whittier Covered Bridge Project. M. Eldridge made a motion to give authorization to Matt Sawyer Jr. to sign on the Town's behalf in the future to continue services with Hoyle, Tanner & Associates. Simpson seconded.

The Board received a Water & Sewer Warrant for \$178.58. M. Eldridge made a motion to approve. Simpson seconded.

The Board received the Water & Sewer report for April 2020. M. Eldridge read the report.

Selectman Simpson read a letter to Caleb Morrill to congratulate him on his achievement of earning the rank of Eagle Scout. As part of his Eagle Scout Project, Caleb restored Quarles Cemetery in Ossipee, the final resting place of some founding fathers of the Town as well as Civil War Veterans. The Board wishes to extend their gratitude and commends the efforts of Caleb Morrill.

The Board received a letter from Matt Sawyer Jr. regarding the contract with Ossipee Mountain Land Company. He is asking the Board to authorize him to sign Timber Sale Agreements in an effort to keep individual projects from having to wait for Board member signatures. Simpson made a motion to approve this request. M. Eldridge seconded.

Simpson read a letter from Matt Sawyer Jr. to Cemetery Trustee, Roy Barron, in regards to the hiring of White Mountain Survey Company. The letter advised Barron that if the expenditures of this survey leads the Cemetery Trustee to be over budget, the Town can offset the overage by expending under budget in other areas within the Town's operating budget.

The Board received a Yield Tax Levy Warrant for \$730.92 for Tax Map 078, lot 004 for James & Carol Rymes. Simpson made motion to approve. M. Eldridge seconded.

The Board received a Yield Tax Levy Warrant for \$1,483.18 for Tax Map 038, lot 003 for Donald Meader. Simpson made motion to approve. M. Eldridge seconded.

The Board received a Yield Tax Levy Warrant for \$582.32 for Tax Map 009 lot 017 for Patricia and Francis McCarthy. Simpson made motion to approve. M. Eldridge seconded.

The Board received a Notice of Intent to Cut Wood or Timber from Gregory Foley and Maria Tiberi Crudale for Map 115, Lot 4. Acreage of Lot is .958. Acreage of cut is .25. The logger is Danny Harmon. Taxes are paid and there are no cemeteries. Simpson made a motion to approve. M. Eldridge seconded.

**Old Business:**

None Presented

**New Business:**

None Presented

**Second Public Input:**

None

**Non-Public Session:**

None

The next meeting will take place on Monday, August 3, 2020.

**Adjournment:**

Being no further input, M. Eldridge made a motion to adjourn. Simpson seconded.

Adjourned at 4:40 PM.

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Martha B. Eldridge, Chairman

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Susan J. Simpson

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Jonathan H. Smith (Absent)

To be approved 8/03/2020