

Selectmen's Meeting Monday, February 1, 2021

These minutes were recorded by Angela Rizzitano, Secretary. The meeting was held in the Bub Avery Gymnasium at Town Hall.

Chairman Martha Eldridge made a motion to reconvene the meeting at 4:15 PM. Simpson seconded. A unanimous vote was taken.

Call to Order/Roll Call: Completed in the Work Session-Martha Eldridge, Susan Simpson, Jonathan Smith (Absent)

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

Public Input:

Daymond Steer, Conway Daily Sun, asked why the Work Session is held upstairs and it's not part of the Selectmen's Meeting in the gym. Chairman Eldridge advised that the work session is held to sign documents so the Board isn't signing paperwork throughout the Selectmen's Meeting. Non-Public Sessions are held upstairs as well. The Work-Session is open to the public.

Meeting Minutes:

Selectman M. Eldridge made a motion to approve the minutes from the Selectmen's Meeting held on January 25, 2021. Simpson seconded. A unanimous vote was taken.

Department Head Reporting:

Police Department – Anthony Castaldo, Police Chief, advised that since January 1, 2021 they have had 1300 calls to dispatch with 12 arrests. Motor vehicle stops are down because they are trying to minimize contact with people. He advised that with Joe Duchesne being retired and Jamie Mullen leaving as well, that the department is shorthanded. They are bringing a certified person in and they will start in a few weeks. M. Eldridge asked if they are maintaining 24 hour coverage. Castaldo advised that the only days they are not having 24 hour coverage is Tuesdays and Wednesdays.

Building Inspector – Rick Cousins, presented the monthly reports for December and January. For December there were 52 total permits issued. 11 of them were building permits, 12 were electrical permits, 8 were occupancy permits, 2 were plumbing permits and 1 was a sign permit. In January there were 6 building permits, 4 electrical permits, 4 occupancy permits, and 4 plumbing permits. He also completed daily inspections, many phone calls and worked on Zoning issues. He also presented the Board with a more detailed report to review.

Water & Sewer – T.J. Eldridge, Public Works Director, advised that they did a little snow removal. The Pine River Pump Station was calibrated by A&D Instruments. The gravel packed wells have been flow tested. Beech River Sewer Pump has been calibrated. The fire hydrant at 130 Moultonville Road was struck by a vehicle. The town will get reimbursed by the driver for all costs incurred. Quarterly reports were submitted to the State. Lagoons at Camp David were plowed. There was a failure at the pump station at the bottom of the hill. Triple A Pump Service came and fixed it. They were great and had the job done in a few hours. They fixed a leak at 60 Route 16B. They did water testing for first

quarter sampling. They did routine maintenance and read meters. The issue from the last meeting with bills was due to the taxpayer referencing a previous bill and not the current bill. T.J. advised that both Jim and Tracy are doing a great job.

Highway Department - T.J. Eldridge, Public Works Director, advised that they were busy with plowing. They have been working on the trucks. They have also painted the plows and have been hauling sand.

Government Buildings - T.J. Eldridge, Public Works Director, advised that the ice rink is now open and urged people to be cautious on the ice. They are installing mini splits in the offices and in the lunchroom in the garage. He advised that Chris is now doing the plowing and shoveling for the Library.

Town Clerk/Tax Collector – Kellie Skehan, Town Clerk/Tax Collector, advised that for January 2021 they collected \$550,000 in taxes exceeding last year's amount of \$530,000 with more prepayments than last January as well. The Town Clerk received \$130,000 with auto registrations and dump stickers. Skehan announced the Town Election sign-ups for March 9, 2021. They are as follows.

Selectman - 3 year term- Martha B. Eldridge, Marie McConarty

Treasurer – 3 year term – Karen Deighan

Trustee of the Trust Funds – 3 year term – Conduct M. Billings

Library Trustee – 3 year term – Carl Tyler, Lisa Buerk

Library Trustee – 2 year term – Jane ter Kuile

2 Budget Committee Members – 3 year term – Donna Gridley

Budget Committee Member – 1 year term – Dallas Emery Jr., Conduct M. Billings

2 Planning Board members – 3 year term – Roy Barron, Bruce Stuart

3 Zoning Board Members – 3 year term – Dallas Emery Jr., James F. Rines, William F. Grover

Vacant Positions include Trustee of the Trust Funds for a 2 year term. Cemetery Trustee for a 3 year term. Supervisor of the Checklist for a 5 year term.

Selectmen's Office – Town Administrator, Matt Sawyer Jr., advised that he is working on fine tuning the water system rates. The Town Report is 80% complete. It has been business as usual in the assessing department. He also advised that they are continuing with the Microsoft 365 conversion to get the emails migrated to a more secure and local server. The accounting software update is also ongoing with March 1, 2021 as the projected date to start using that software. He also advised that we will be receiving a 40% matching grant for Milfoil from the State of New Hampshire. Warrant articles have been entered into the DRA software system and each one has approval. Once the public hearing for the Budget Committee is complete, those can be finalized for Town Meeting.

Accounts Payable & Payroll Manifests:

The Payroll Check Voucher total was submitted for the week ending 1/30/2021 with a pay date of 2/2/2021 in the amount of \$124,813.00. Accounts Payable for the week ending 1/30/2021 is \$37,944.17. M. Eldridge made a motion to approve. Simpson seconded. A unanimous vote was taken.

Accounts payable was submitted for the week ending 12/31/2020 with a check date of 12/31/2020 in the amount of \$1,030.95. M. Eldridge made a motion to approve. Simpson seconded. A unanimous vote was taken.

Review of Red Folder:

The Board received a Certificate of Authority. It was read by Selectman M. Eldridge. It states that the Town will enter into a contract for DES funds that have been accepted and authorizes Matt Sawyer Jr., Town Administrator, to execute any documents concerning this.

The Board issued a reimbursement request to the Trustees of the Trust Funds to withdraw from The Benefit Pay Expendable Trust Fund for the Joseph Duchesne Retirement Earnings for \$22,288.72. M. Eldridge made a motion to approve. Simpson seconded. A unanimous vote was taken.

The Board received a memo from Matt Sawyer Jr. regarding tax deeded property at 97 and 101 Ossipee Mountain Road. Legal Counsel has advised that the Town can sell this property. Sawyer Jr. asked the Board to authorize him to act on their behalf and enter into a contract with a Realtor and negotiate all the logistics. M. Eldridge made a motion to authorize. Simpson seconded. A unanimous vote was taken.

The Board received a Yield Tax Levy Warrant in the amount of \$60.21 for Map 223, Lot 29. Simpson made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

The Board received a request for a Clerical Abatement for property owner Ossipee Mountain Estates for \$107.00. The Assessing Clerk recommends to grant this request. Simpson made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

The Board received a Supplemental Warrant for property owners Louie LaRochelle and Muriel LaRochelle of 12 Mayflower Lane in the amount of \$107.00. This property was sold last year but the deed was just received so the proper owner needs to be billed. Simpson made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

The Board received a request for a Clerical Abatement for property owner Mark and Joanna Sheehan for \$111.00. The Assessing Clerk recommends to grant this request. Simpson made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

The Board received a Supplemental Warrant for property owners Edward Hennrikus and Lorie Hennrikus of 110 Nichols Road in the amount of \$111.00. This property was sold last year but the bill of sale was just received so the proper owner needs to be billed. Simpson made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

Old Business:

None

New Business:

None

Second Public Input:

Daymond Steer, Conway Daily Sun, asked the Board if the Town Meeting is still on the schedule for March. M. Eldridge advised that the Town Meeting will be held as planned on March 9th and 10th, 2021. Steer asked if they will be doing anything unique in regards to the pandemic. M. Eldridge advised that people will be expected to maintain social distancing and take proper precautions.

The next Selectmen's meeting will take place on Monday, February 8, 2021.

Adjournment:

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

Adjourned at 4:42 PM.

Martha B. Eldridge, Chairman

Susan J. Simpson

Jonathan H. Smith (Absent)

To be approved 2/8/2021