

Selectmen's Meeting
Wednesday, January 21, 2015

Chairman Morgan called the meeting to order at 1:00 PM. Present were Selectmen Richard Morgan and Robert Freeman, and Ellen White, Town Administrator, who recorded the minutes. Selectman Franklin Riley was absent-excused.

Cemetery Trustees Roy Barron and Rick St. Jean presented some ideas for brush removal. The Board agreed that the Highway Department can chip the brush during slow times as recommended by the Public Works Director.

A request was made to purchase safety gear for when chainsaws are being used. The Board agreed.

Discussion took place on cemetery expansion. Morgan asked that White check with Connie Billings to see what funds, if any, are available to use toward cemetery expansion. Locations for expansion were discussed. Morgan stated that if they are able to expand Grant Hill Cemetery, it would be a short-term solution, then they can use the next few years to find a location for a new cemetery.

Barron discussed increasing the amount of urns per lot stating that currently only 4 urns are allowed. Morgan suggested researching how other towns handle this.

Barron reported that the Cemetery Trustees will be working on inventorying the cemeteries and working on a record retention system. Barron and St. Jean were dismissed at 1:20 PM.

Freeman questioned whether White submitted a letter explaining why Emergency Management did not attend a class in January. White answered that she spoke with Heidi Lawton, of the NH HSEM, who informed her that it was not a required class so response was not needed.

Brad Harriman, Public Works Director, entered at 1:25 PM. Harriman presented an updated blue plan for the Highway Garage addition. He also presented the quote received by the Town of Wolfeboro for the rotary lift they installed. Harriman stated that he estimates the cost of the addition to be around \$480,000. Morgan suggested that Harriman begin working on the engineering and site plans this year for budgeting and construction in 2016.

Morgan questioned whether lighting upgrades were needed in the garage. Harriman answered that they were completed in 2014.

Harriman presented the Board with an updated list of paving projects that have been completed and are to be completed in the next three years.

White stated that a description is needed for the full-time Laborer position. Harriman will check with the Union to see if there is one on file.

The Board reviewed the Warrant Articles with Harriman.

White presented the estimate of revenues for the Board to review.

The job description for the Boards and Commission Secretary Position was presented for review. Morgan suggested a few changes to the responsibilities. White will make the changes and include an updated copy for the Board's approval during their Monday meeting.

Being no further input, the meeting was adjourned at 2:10 PM.

Richard H. Morgan

Robert C. Freeman

Franklin R. Riley

To be approved 2/2/2015