

Selectmen's Non-Public Session, Work Session & Finance Meeting
Monday, August 6, 2018

Chairman Morgan called the Work Session to order at 2:30 PM. This meeting was held in the upstairs conference room at Town Hall. Present were Selectmen Richard Morgan, Sandra Martin, and Martha Eldridge, and Ellen White, Town Administrator, who recorded the minutes.

Non-Public Session:

Morgan polled the Board for a non-public session under RSA 91-A:3, II (d) for an acquisition at 2:31 PM. Roll call vote was taken. Martin answered yes, Eldridge answered yes, and Morgan answered yes. Morgan made a motion to adjourn the non-public session at 3:20 PM. Martin seconded. A unanimous vote was taken.

The work session reconvened at 3:20 PM.

Review of Red Folders, Accounts Payable and Payroll Manifests:

The Accounts Payable Manifest, Red Folder and Water & Sewer Red Folder were reviewed.

Finance Meeting:

Morgan called the finance meeting to order at 3:00 PM. Also present were Kellie Skehan, Town Clerk/Tax Collector, Harry Merrow, Treasurer, and John Ruckenbrod.

Skehan reported that current collections are \$13,500 ahead of last year with \$640,000 that remains outstanding from the first half billing. She stated that she will be sending out reminder notices of the first half tax due in September and is in the process of working with a few additional delinquent taxpayers.

White reported that Michelle Clark from NH Department of Revenue is working on the Town file and has already requested a few items that she is awaiting that will hold up the setting of the tax rate including the audit and a few items from the Fire Precincts. White will follow up with the Fire Precincts to make sure they get their required documents into the portal. She will also follow up on the status of the audit with Plodzick and Sanderson.

Morgan reviewed the status of the budget noting that 41% of the overall budget remains with 34% of the year remaining. Morgan suggested now is the time to put the brakes on discretionary spending.

Merrow presented the Treasurer's Report noting a balance of \$1,898,793.89 in the General Fund. He stated that the August School District payment is due in the amount of \$1.1 million. Merrow anticipates that the Town is on track to borrow from the Tax Anticipation Note in October.

Although unable to attend, Karen Anthony, Finance & Benefits Administrator, presented a spreadsheet of payment obligations through the end of the year.

Discussion took place on the second half tax bills. Skehan stated that they cannot be due sooner than December 1. Last year's was delayed due to the Special Town Meeting held on the Town Beach acquisition.

Skehan reported that there are two elections this fall; one in September and one in November.

White announced the Budget Committee will be meeting on 9/5/2018 to start the budget review and preparations for the upcoming budget season.

White will be requesting a date in January for the 2019 audit review.

Merrow stated that the Quicken program has been working much better, with assistance given from Anthony. He stated that they are working very well together.

White reported that the sale of surplus vehicles will net approximately \$1,600 after advertising costs are figured.

Morgan reviewed the plans for the updated agreement with Charter Communications which is to utilize some of the franchise fees received to connect broken expansion areas and reach additional areas of town that are not currently receiving cable service.

Skehan and Merrow were dismissed at 3:43 PM.

Discussion:

Morgan addressed Mr. Ruckenbrod and stated that they were informed by the Assessor that he completed a property inspection but was not granted access into the property. Ruckenbrod confirmed that he did not feel it was necessary. Morgan stated that the issue at present is that Ruckenbrod never disputed his assessment before now and is now responsible for taxes going back to 2013. Discussion ensued. Morgan reiterated that the Selectmen are statutorily obligated to collect the tax due and they are not allowed to re-write history to correct past assessment errors that were not brought to their attention. Morgan requested that Ruckenbrod please come up with a plan to clean up the back taxes owed. He then made a motion to have the Tax Collector proceed with the deeding process. Eldridge seconded. A unanimous vote was taken.

Being no further input, the work session was adjourned. Adjourned at 3:58 PM.

Richard H. Morgan, Chairman

Sandra P. Martin

Martha B. Eldridge

To be approved 8/13/2018