

**Selectmen's Work Session
Monday, October 22, 2018**

Chairman Morgan called the Work Session to order at 3:30 PM. The following 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.

Review of Red Folders, Accounts Payable and Payroll Manifests:

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

Budget Review:

The budgets for the Town Clerk/Tax Collector, Election, Registration, Recreation Department, Economic Development, Government Buildings, Highway Department, and Transfer Station were reviewed. Increases in the Town Clerk/Tax Collector budget were discussed including increases in the health insurance and part-time wage lines. The Election and Registration budgets were noted to be down this year due to there being only one election in 2019. The Recreation Department budget increase was minimal; no further discussion. The Government Buildings, Highway Department, and Transfer Station budgets were all discussed. All included minimal increases related to cost of living adjustments. The line striping line item in the Highway Department was discussed. No further discussion.

Discussion:

Discussion took place on earned time and remaining sick leave. White will have Karen Anthony, Finance & Benefits Administrator, run a report of time that has been used this year for further discussion.

Steve McConarty, Zoning Enforcement Officer, entered at 3:50 PM and informed the Board of ongoing issues with the new O'Reilly's Auto Parts store. McConarty also discussed a Sign Permit Application received that does not comply with the Town's Sign Ordinance. McConarty questioned whether an update on the Sign Ordinance will take place soon. Morgan stated that all signs should be in compliance with local and State guidelines and requested that McConarty pick back up on the research project started by his predecessor which was to investigate all signs in Town and determine whether they are compliant, non-compliant, or grandfathered. Morgan stated that any changes to the Sign Ordinance would require a Public Hearing. Additional discussion took place on the LED signs with a message line that changes and what would be appropriate timing for the message to change. McConarty was dismissed at 3:58 PM.

Revision to a letter written in response to the temporary improvements that were made to the intersection of Routes 28 & 171 were discussed for inclusion in a letter to the NH DOT. White informed the Board that the topic of discussion for next week's meeting with NH DOT has been changed from the intersection improvements scheduled for Routes 41, 25, and 16 to the intersection of Routes 28 & 171.

Being no further input, the work session was adjourned. Adjourned at 4:04 PM.

Richard H. Morgan, Chairman

Sandra P. Martin

Martha B. Eldridge

To be approved 10/29/2018