

Selectmen's Work Session & Finance Meeting
Monday, July 2, 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. Also present was James Eldridge, Police Chief, Craig Brady, Recreation Director, and Joe Deighan.

Town Beach at Duncan Lake:

Morgan stated the purpose of the work session is to make the Police Department aware of alleged ATV/dirt bikes that have been using riding on the walkway down to the beach. Morgan stated that the Highway Department has completed some much needed improvements at the beach and Brad Harriman, Public Works Director, is obtaining the appropriate permitting through NH DES to add up to 7 cubic yards of beach sand.

Eldridge confirmed that he added the beach to the patrol list last week. Discussion took place on whether or not to repair the gate and to have it locked in the evening as it was done many years ago. The amount of use does not appear to be significant enough to warrant using the gate.

Discussion took place on monitoring the other facilities such as the YMCA ballfield and Constitution Park. Brady informed the Board of issues with the refrigerators in the cook shack at Constitution Park.

White reviewed an issue with livestock guardian dogs from Stoneview Road that attacked and killed a neighbor's chickens. Eldridge discussed the current status with the Board and what corrective actions are being taken.

Discussion took place on placing trash receptacles at Town facilities. Eldridge confirmed that there have been no recent reports of needles being found at Duncan Lake.

Eldridge reported that Lieutenant Joe Duchesne is registered for leadership training this summer and in the early fall.

Eldridge also reported that the two new cruisers are scheduled for pickup this week.

Eldridge was dismissed at 3:48 PM.

Discussion:

Deighan discussed the cleanup of the Windows on the Ossipee Mountains property and the recommendation forthcoming from Brad Harriman, Public Works Director, that the property requires more consistent maintenance than the Highway Department can provide without disrupting their regular workload. Discussion took place on the how the cleanup has occurred in the past and what remedies would require less maintenance. Deighan agreed that he will review the needs with the Conservation Commission at the next meeting.

Morgan discussed the funds held in the custody of the Conservation Commission consisting of approximately \$40,000 including the rental income received from the tenants of the Sumner Brook property. Morgan stated that the siding and roofing proposals totaling just over \$16,000 have been received and awarded but support for the expenditure is required from the Conservation Commission. Discussion took place on the current lease and how the Town obtained the property in the early 1990's from the State of NH.

Deighan proposed stumping the nuisance trees from the front area of the scenic viewing area and planting grass which would be lower maintenance than yearly brush removal. Morgan agreed with this proposal and suggested the Commission begin with stumping this year. Deighan and the Board acknowledged that the current status of the property is in need of significant cleanup.

Deighan and Brady were dismissed at 3:03 PM.

Finance Meeting:

Kellie Skehan, Town Clerk/Tax Collector, Karen Anthony, Finance & Benefits Administrator, and Harry Merrow, Treasurer, entered at 3:03 PM.

Merrow reported the General Fund balance to be just over \$2.5 million. Skehan stated that \$1.5 million of the \$6.8 million tax warrant remains to be collected. Skehan deposited \$400,000 not included in the balance today. The next school payment due is in the amount of \$1.6 million. Anthony stated that invoices for paving totaling over \$200,000 have already been paid as well as the two new police cruisers being picked up this week.

Skehan stated that she will be posting notices on 10-15 houses next week that are subject to tax deeding. White presented a spreadsheet of properties eligible to be sold at a tax auction and informed the Board that a tentative date for an auction has been scheduled with NH Tax Deed Auctions for mid-October. Skehan stated the deeds for the five properties taken this year have been prepared and will need to be notarized by White.

White stated that the Other Post Employment Benefit Report has been completed by Jefferson Solutions and is awaiting final signature from the actuary. This is the final item needed for the completion of the 2017 financial audit.

Anthony reported that NH Retirement completed an on-site audit last Friday and all went well.

Anthony and Merrow were dismissed at 3:18 PM. Skehan and White completed the Tax Collector's Deeds.

Skehan was dismissed at 3:25 PM.

Review of Red Folders, Accounts Payable and Payroll Manifests:

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

Discussion:

White presented the financial information presented by the tenants of the Sumner Brook property for review.

The paint swatches for the gymnasium were presented for review. White stated that the lattice in the gym was purchased by Pat Jones and used to hang artwork on. Jones has requested that it be returned to her if the Town decides to remove it. Following discussion, it was concluded that the lattice will be removed when the gym is painted and returned to Jones.

The proclamation for the 2018 Citizen of the Year was presented for signatures. Eldridge confirmed she will present the award following the parade on 7/4/2018.

Martin stated that she will be unable to attend the Selectmen's Meetings on 7/9/2018 and 7/23/2018.

White stated that there has been question as to whether Roy Barron needs to recuse himself from voting on the Planning Board in respect to Granite State Recovery. She has discussed this with NH Municipal Association and they agree he should since he voted on the appeal heard by the ZBA. White has requested this in writing from the NH Municipal Association to forward to the Planning Board and ZBA.

White informed the Board that she was contacted by an Effingham Selectman last week questioning if there is any need for an agreement for the recreation services. White stated that it does not appear to be worth the legal expense to draft an agreement to provide the service that has been in place for well over twenty years so long as the two Boards of Selectmen stay in communication about the annual appropriation, attendance/enrollment, and any changes before they happen. The Board agreed.

Several questions posed on the Sumner Brook lease will be forward to Attorney Sager for response prior to the next work session scheduled for 7/16/2018.

Brief discussion took place on the Chickville Meeting House and cemetery in regard to the maintenance of the Meeting House and future expansion of the cemetery. White questioned if painting of the Meeting House should be scheduled for fall. The Board agreed.

Being no further input, the work session was adjourned. Adjourned at 3:55 PM.

Richard H. Morgan, Chairman

Sandra P. Martin

Martha B. Eldridge

To be approved 7/9/2018