

Selectmen's Work Session, Finance Meeting, & Non-Public Session Monday, November 4, 2019

The following meeting was held in the upstairs conference room at Town Hall. Present were Selectmen Sandra Martin, Martha Eldridge, and Susan Simpson, and Angela Rizzitano, Secretary, who recorded the minutes. Also present was Town Clerk/Tax Collector – Kellie Skehan, Wayne Eldridge, Water & Sewer Supervisor and Scott Klein of Granite State Rural Water Association.

Chairman Martin called the work session to order at 1:00 PM.

Discussion:

Scott Klein spoke to the Board regarding the Water & Sewer Budget and setting the rate for customers. He went over the fixed and variable costs. The fixed costs are \$99,396.46, which are administration costs. The variable costs are \$151,671.20, which depends on how much water is pumped and sold. Klein advised that the Town of Ossipee serves 336 Water & Sewer customers. The annual base rate for 2019 was \$223.38. The projected base rate for 2020 is \$258.92. Eldridge advised that he would like to bill customers once a month instead of quarterly. Discussion ensued. Eldridge and Klein were dismissed at 2:00 PM.

Department Head Meeting:

Chairman Sandra Martin started the meeting by advising that the highway department has been great answering all of her questions when she calls them. Martin also thanked the Highway Department for the storm clean-up. Martin advised that the job description and advertisement is out for the Town Administrator position and we should be receiving resumes. She asked the departments if they had any concerns. Karen Anthony, Finance & Benefits Administrator, asked about a rumor that Melissa Seamans is taking the Town Administrator position. Martin advised that no one has been interviewed for the position as of yet. Discussion ensued.

Kellie Skehan, Town Clerk/Tax Collector, asked about the tax rate. Martin advised that she has received correspondence from the Town Attorney and will be reviewing that as soon as possible. Martin advised that according to the Town Attorney, the DRA has to give us a tax rate. Martin advised we will set the rate as soon as we have it from the DRA. Skehan also asked who we direct Town Administrator calls to. Martha Eldridge advised that she spoke with Angela Rizzitano, Secretary and gave her permission to issue Eldridge's cell phone number for anything urgent. All calls for Town Administrator should be directed to Angela Rizzitano and she will handle accordingly.

Police Department – Joe Duchesne, Police Chief advised the canine training is complete and ready to be certified.

Brewster Vittum, Transfer Station Supervisor advised that the Transfer Station has not had phone or internet service since last Thursday. Ellen White called Verizon last week and Verizon advised they

could come look into it on November 8, 2019. White advised Verizon that we could not wait that long to restore service. Martin advised we need to find out who to contact at Verizon.

Wayne Eldridge, Water & Sewer Supervisor, advised he doesn't have phone access either. He called Verizon and was advised they will be sending someone this week. Eldridge also advised that Camp David will be open 8:00 AM-3:00 PM through November.

William Eldridge, Highway Department Foreman, asked the Board if they can put out an advertisement to put 2 trucks and an old police cruiser for sealed bids. Martin advised Eldridge to get the specifications to the Selectmen's Office.

Department heads were dismissed at 2:17 PM.

Non-Public Session:

Martin polled the Board for a non-public session under RSA 91-A:3, II (c) for a tax matter and under RSA 91-A:3, II (a) for a personnel matter at 2:18 PM. Roll call vote was taken. Martin answered yes, Eldridge answered yes, and Simpson answered yes. Martin made a motion to adjourn the non-public session at 3:00 PM. Eldridge seconded. A unanimous vote was taken.

Review of Red Folders, Accounts Payable and Payroll Manifests:

The Accounts Payable & Payroll Manifest, Red Folder were reviewed.

Discussion:

Selectman Simpson asked if Chairman Martin gets compensation to run the Town Website. Martin advised yes. Discussion ensued.

Selectman Martha Eldridge discussed Bruce Stuart and his inquiry regarding Jeddrey and Polly's Crossing Road. She found some correspondence and will review and advise her findings.

2nd Non-Public Session:

Martin polled the Board for a non-public session under RSA 91-A:3, II (a) for a personnel matter at 3:13 PM. Roll call vote was taken. Martin answered yes, Eldridge answered yes, and Simpson answered yes. Martin made a motion to adjourn the non-public session at 3:19 PM. Eldridge seconded. A unanimous vote was taken.

Being no further input, the work session adjourned. Adjourned at 3:22 PM.

Sandra P. Martin, Chairman

Martha B. Eldridge

Susan J. Simpson

To be approved 11/18/2019