

Selectmen's Meeting
Monday, October 26, 2015

Chairman Morgan called the meeting to order at 4:15 PM. Present were Selectmen Richard Morgan, Franklin Riley, and Robert Freeman, and Ellen White, Town Administrator, who recorded the minutes.

Morgan opened the meeting with the Pledge of Allegiance.

Morgan made a motion to approve the minutes from the Selectmen's Meeting held on 10/19/2015. Freeman seconded. A unanimous vote was taken.

Morgan made a motion to approve the minutes from the Selectmen's Department Head Meeting & Workshop held on 10/19/2015. Freeman seconded. A unanimous vote was taken.

Morgan made a motion to approve the minutes from the Selectmen's Meeting held on 10/14/2015. Freeman seconded. A unanimous vote was taken.

The Payroll Voucher was submitted for the week ending 10/24/2015 in the amount of \$40,398.74. Morgan made a motion to approve and sign the voucher. Freeman seconded. A unanimous vote was taken.

The Accounts Payable Voucher was submitted for the week ending 10/17/2015 in the amount of \$32,848.07. Morgan made a motion to approve and sign the voucher. Freeman seconded. A unanimous vote was taken.

Morgan announced the General Fund balance to be \$319,881.51.

A Request to the Trustees of Trust Funds for the withdrawal of \$2,717.73 from the Whittier Covered Bridge Expendable Trust Fund for the reimbursement of expenses paid to Hoyle, Tanner & Associates was presented for signatures. Morgan made a motion to sign the request. Freeman seconded. A unanimous vote was taken.

The Highway Department Work Log was received for the week ending 10/24/2015.

The Board received a memo from Public Works Director Brad Harriman reviewing the quotes received for the wetland permitting process with the NH DES for the replacement of the bridge on Valley Road by Little Dan Hole Pond. Harriman stated that after reviewing the tier requirements with the NH DES, White Mountain Survey was the only company to quote for that level of service for a total of \$14,500.00. Harriman recommends awarding the contract to White Mountain Survey. Morgan made a motion to proceed with White Mountain Survey. Freeman seconded. A unanimous vote was taken.

A Warrant for Excavation Tax in the amount of \$1,172.88 was presented for signatures. Morgan made a motion to approve and sign the warrant. Freeman seconded. A unanimous vote was taken.

The Board received a copy of the forms MS-9 and MS-10 from the Trustees of Trust Funds.

The Board received a copy of the Consent Calendar Agenda from Executive Councilor Kenney for the Governor and Executive Council Meeting held on 10/21/2015.

A Purchase Order payable to Ossipee Mountain Electronics in the amount of \$5,998.25 for the purchase of two VHF portable radios with accessories for the Emergency Management Department was presented for signatures. Freeman stated that the current radios are out of date at six years old and need to be updated to accommodate the new frequencies. Freeman stated that they will be using funds (\$3,798.25) from their 2015 budget and also from their 2016 budget (\$2,200.00). Morgan made a motion to approve the purchase order. Freeman seconded. A unanimous vote was taken.

The Board received a copy of a Zoning Board of Adjustment Notice of Decision for a variance granted to the property located on Map 31, Lot 19.

The Board received a copy of a Zoning Board of Adjustment Notice of Decision for a variance granted to the property located on Map 31, Lot 18.

The Board received a copy of a Planning Board Notice of Decision for a Site Plan Review approval for the property located on Map 92, Lot 116. Morgan requested that White contact the Secretary to request further explanation on the decision notices.

Freeman announced that he will be attending a meeting on Thursday to review the access request for snowmobile access on Polly's Crossing Road.

Old Business:

Whittier Covered Bridge – Harriman reported that the new siding has been installed on the southeast side of the bridge and the old siding has been installed on the northwest side. He also stated that all structural repairs are now complete and the bridge is standing on its own. The roofing is scheduled to be completed this week and he anticipates the monthly construction meetings will start back up shortly. Riley requested that he be informed when the next meeting is scheduled.

Library Masonry Repairs – Harriman reported that the masonry work was completed today and he will be inspecting it tomorrow.

Tree Removal – Harriman stated that he misunderstood the contractor and the tree removal will actually take place tomorrow, not last week.

Sidewalks – Harriman stated he sent a letter to John Corrigan from Safe Routes to School requesting reconsideration of the project closure and has not received any response yet.

Intersection of Routes 28 & 171 – Harriman informed the Board that he attended a meeting earlier today to review the NH DOT's revised 10-year plan including three projects to take place in Ossipee; paving of Route 16 from intersection of Route 28 north (2019), improvements to the intersections of Routes 41, 16 and 25 (2017-2019), and repair of 3 red-listed bridges (2017-2020). Harriman stated that he questioned the status of the funding for the road safety audit completed for the intersection of Routes 28 and 171. The NH DOT representatives present will be looking into the project and will report back to Harriman.

New Business:

Morgan announced that they would begin the budget review.

Town Clerk/Tax Collector – Kellie Skehan presented her budget request in the amount of \$295,850.00 noting slight increases in salary & benefits, overtime for the four upcoming elections, postage for required mailings, equipment maintenance and telephone expenses. Morgan stated that the health insurance rates came in at a 3.2% increase this year. He added that several telephone lines had been embedded in the Government Buildings budget so they have split out the actual expense to each department for transparency. Morgan made a motion to approve the Town Clerk/Tax Collector budget in the amount of \$295,850.00. Freeman seconded. A unanimous vote was taken.

Elections – Skehan presented the Election budget request in the amount of \$12,400.00 noting the increase is due to there being four elections in 2016. Morgan made a motion to approve the Elections budget in the amount of \$12,400.00. Freeman seconded. A unanimous vote was taken.

Registrations – Janice Tully presented the Registrations budget request in the amount of \$11,242.00 also noting the increase being due to four upcoming elections and an increase in wages. Morgan made a motion to approve the Registrations budget in the amount of \$11,242.00. Freeman seconded. A unanimous vote was taken.

Recreation Department – Morgan stated that the Board met earlier with Recreation Director Peter Waugh and they discussed increasing programs during vacation weeks and a potential part-time assistant position which has been included in the budget request. Morgan noted a reduction in lifeguard wages and the move of the chemical toilet expense from the Government Building budget to the Recreation Department where it is more appropriate. Morgan made a motion to approve the Recreation Department budget in the amount of \$182,285.00. Freeman seconded. A unanimous vote was taken.

Economic Development – Morgan announced the budget request in the amount of \$2,500.00, an increase with the hope to formalize the ad-hoc economic development committee and to provide them with support for training and development. Morgan also stated that there is a lot of development coming into to Town which will result in more jobs and revenue to the Town. Morgan made a motion to approve the Economic Development budget in the amount of \$2,500.00. Freeman seconded. A unanimous vote was taken.

Brief discussion took place on secretarial needs for various boards and committees.

Conservation Commission – Chairman Ron Adams presented the budget request in the amount of \$5,935.00 noting slight increases and reductions from last year. Adams also recommended that the Board include \$2,000.00 in the milfoil warrant article for the Lake Host Program. Morgan made a motion to approve the Conservation Commission budget in the amount of \$5,935.00. Freeman seconded. A unanimous vote was taken. The amount was later recalculated for a total of \$5,965.00. Morgan made a motion to approve the Conservation Commission budget in the amount of \$5,965.00. Freeman seconded. A unanimous vote was taken.

Planning Board – The Planning Board budget request in the amount of \$16,221.00 was reviewed. White stated that she had a conversation with Chairman Chester “Ski” Kwiatkowski last week and increased the salary line to \$5,500.00 from their original request of \$4,300.00 because it would not cover the Secretary’s wages. She stated that the telephone expense was also added into the request. Riley and Planning Board Member Condict Billings stated that the other line items had been voted upon at the last meeting. Morgan made a motion to approve the Planning Board budget in the amount of \$16,221.00. Freeman seconded. A unanimous vote was taken.

Zoning Board of Adjustment – The Zoning Board of Adjustment budget request in the amount of \$5,739.00 was reviewed. Increases were noted in the salary line as well as the advertising expense. Morgan made a motion to approve the Zoning Board of Adjustment budget in the amount of \$5,739.00. Freeman seconded. A unanimous vote was taken.

Patriotic Purposes – Morgan made a motion to approve the Patriotic Purposes budget in the amount of \$2,000.00. Freeman seconded. A unanimous vote was taken.

Morgan made a motion to increase the Trustee of Trust Funds budget and the Cemetery Trustees budget by \$550.00 to cover the telephone expense for each Board. Freeman seconded. A unanimous vote was taken.

This concluded the business portion of the meeting and Morgan opened the meeting to public input.

Public Input:

Billings stated that \$2,400.00 remains in the wage line of the Trustee of Trust Funds 2015 budget and requested that some of the wages be moved to the software line so they can purchase and have in place the

new accounting software for January 1st. Morgan made a motion to move the necessary funds from the wage line to the software line. Freeman seconded. A unanimous vote was taken.

Billings requested the Boards' support to promote additional changes to the Zoning Ordinance to allow more than one structure per lot in all other zones. Morgan responded that the Board requested additional recommendations from Zoning Enforcement Officer David Senecal earlier today and will follow up with their recommendations to the Planning Board in writing.

Discussion took place on the Sign Ordinance and several violations of the Ordinance on various billboards throughout Town. Riley stated that he is awaiting a list of recommended changes that the Planning Board presented to the Selectmen several years ago. All concurred that the current Ordinance needs to be reviewed and revised if necessary. Additional discussion took place on the enforcement of the Sign Ordinance.

Bob Ramsbotham requested an update on his neighbor's property (Paulo Litwinczuk) where items are accumulating along the roadside, in the Town's right-of-way. Harriman stated that he and Senecal visited the property and took pictures. At that time there was a vehicle and several other items on the roadside which will interfere with winter plowing. Discussion ensued.

Morgan announced that the Budget Committee will be meeting at the Freight House on Wednesday, 10/28/2015 at 6:30 PM and Trick-or-Treat is scheduled for Saturday, 10/31/2015, from 5:00 PM - 8:00 PM.

Being no further input, Morgan made a motion to adjourn. Freeman seconded. A unanimous vote was taken.

Adjourned at 5:21 PM.

Richard H. Morgan, Chairman

Franklin R. Riley

Robert C. Freeman

To be approved 11/2/2015