

**Selectmen's Meeting**  
**Monday, February 1, 2016**

Chairman Morgan called the meeting to order at 4:15 PM. Present were Selectmen Richard Morgan, Robert Freeman, and Franklin Riley, 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 Workshop held on 1/25/2016. Freeman seconded. A unanimous vote was taken.

Morgan made a motion to approve the minutes from the Selectmen's Meeting held on 1/25/2016. Freeman seconded. A unanimous vote was taken.

The Payroll Voucher was submitted for the week ending 1/30/2016 in the amount of \$150,529.37 including \$103,347.01 paid in benefits. 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 1/23/2016 in the amount of \$25,849.94. Morgan made a motion to approve and sign the voucher. Freeman seconded. A unanimous vote was taken. Morgan stated that the Board approves the batch totals but reviews and initials each individual invoice.

A Purchase Order payable to Tyler Technologies, Inc. in the amount of \$8,390.65 for accounting software support was presented for signatures. Morgan made a motion to approve the purchase order. Freeman seconded. A unanimous vote was taken.

An Application for a Veteran's Credit (Map 108, Lot 39) was presented for signatures. The Assessor has reviewed the application and noted that all requirements have been met. Morgan made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

An Application for a Veteran's Credit (Map 132, Lot 5) was presented for signatures. The Assessor has reviewed the application and noted that all requirements have been met. Morgan made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

Form A-5 – Land Use Change Tax for the removal of 8 acres from Current Use Assessment for the property located on Map 66, Lot 31 was presented for signatures. Morgan made a motion to sign the form. Freeman seconded. A unanimous vote was taken.

Form A-5W – Current Use Land Use Change Tax Collector's Warrant in the amount of \$0.00 for the above referenced property was presented for signatures. Morgan made a motion to sign the warrant. Freeman seconded. A unanimous vote was taken.

The Board received notification of the award of grant funds in the amount of \$13,168.00 from the NH DES Exotic Species Program for milfoil treatment in 2016. A Certificate of Authority authorizing Ellen White to sign the grant documents was presented for signatures. Morgan made a motion to sign the authorization. Freeman seconded. A unanimous vote was taken. White reviewed the Invasive Species Control Trust Fund stating the proposed amount raised should be sufficient.

An Application for Website Link was received from the Cornerstone Christian Academy. Morgan made a motion to approve the application. Freeman seconded. A unanimous vote was taken.

A letter addressed to the Downtown Grille Café North welcoming the new business to Town was presented for signatures. Morgan made a motion to sign the letter. Freeman seconded. A unanimous vote was taken.

A Request to the Trustees of Trust Funds for the withdrawal of \$4,713.39 from the Whittier Covered Bridge Expendable Trust Fund for the reimbursement of payments made to Hoyle, Tanner & Associates was presented for signatures. Morgan made a motion to sign the request. Freeman seconded. A unanimous vote was taken.

A Request to the Trustees of Trust Funds for the withdrawal of \$2,319.00 from the Bridge Replacement and/or Repair Expendable Trust Fund for the reimbursement of payment made to White Mountain Survey Co. Inc. was presented for signatures. Morgan made a motion to sign the request. Freeman seconded. A unanimous vote was taken.

The Board received the supporting documentation for the franchise fee due from Time Warner Cable as well as a copy of the check received in the amount of \$11,861.23.

The Board received a copy of the check received from the State of New Hampshire in the amount of \$34,349.16 for the Highway Block Grant Aid.

The Board received a letter from Medication Bridge thanking the Board and Budget Committee for their recommendation of funding the Medication Bridge Program. The letter also states that Medication Bridge will be offering assistance to Medicare D enrollees by making sure their current plans meet their needs during the open enrollment period in the fall.

The Board received a copy of a letter from the State of NH DES regarding the project status of an Alteration of Terrain Permit issued to John W. Jeddrey, Jr. (Map 18, Lot 56). The 5-year Progress Plan and status update has been received as required.

The Consent Calendar Agenda from the meeting of the Governor and Executive Council held on 1/27/2016 was received.

#### Old Business:

Whittier Covered Bridge – Brad Harriman, Public Works Director, reported that 3G Construction is wrapping up their outstanding items list. Morgan stated that the engineering firm for 3G has submitted an additional change order for work completed which is currently being reviewed by the Town's engineer.

Highway Garage Addition – Harriman stated that Bauen Corp. is working on the design portion of the contract and they should be ready to break ground late March early April if all is approved at Town Meeting. Morgan stated that they are looking into moving the summer recreation program to the school for the summer while construction is in progress.

Intersection of Routes 28 & 171 – State Representative Ed Comeau reported that the letter sent to the NH DOT has been received and he will be following up with a phone call.

Harriman informed the Board that the Highway crew has finished rebuilding the dump body on Truck #4. Morgan stated that the dump body, originally on Truck #3, was damaged and replaced through insurance but the Highway Department was able to rehabilitate it and use it on Truck #4 which potentially saved the Town \$15,000.

Morgan announced that Highway Equipment Operator Dennis Coates' father has passed away. The Board expressed their condolences to Dennis and family.

New Business:

Morgan announced that the Board attended a Finance Meeting earlier with the Town Administrator, Finance Manager, Treasurer and Town Clerk/Tax Collector. He stated that the meeting went well and there is \$2.1 million in the bank which should be enough to meet the financial requirements until Town Meeting.

Morgan stated that the auditors completed their field work last week and he anticipates the audit will be finalized within 90-days.

Morgan reviewed the following upcoming meetings:

2/3/2016 at 6:00 PM – Budget Committee Meeting at Town Hall

2/3/2016 at 6:30 PM – Budget Public Hearing at Town Hall

2/9/2016 from 8:00 AM – 7:00 PM – Primary Election at Town Hall

2/29/2016 at 6:30 PM – Meet the Candidates Night at Town Hall

3/8/2016 from 10:00 AM – 7:00 PM – Town Election at Town Hall

3/9/2016 at 6:30 PM – Town Meeting at Town Hall

Morgan stated that all but one office (Budget Committee) has a candidate that has filed for office.

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

Public Input:

Carol Holyoake, Reporter for the Carroll County Independent, stated that the minutes on the website have not been updated since the 1/13/2016 Selectmen's Meeting. White explained that there was a holiday on 1/18/2016 and the minutes from the 1/25/2016 meeting that the Board approved tonight will be posted tomorrow.

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

Adjourned at 4:35 PM.

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Richard H. Morgan, Chairman

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Franklin R. Riley

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Robert C. Freeman

To be approved 2/8/2016