

**Selectmen's Meeting
Monday, July 22, 2019**

These minutes were recorded by Ellen White, Town Administrator. The meeting was held in the Bub Avery Memorial Gymnasium at Town Hall.

Call to Order:

Chairman Martin called the meeting to order at 4:15 PM.

Martin opened the meeting with the Pledge of Allegiance.

Attendance by Roll Call:

Present were Selectmen Sandra Martin, Martha Eldridge, and Susan Simpson.

Department Head Reporting:

Selectmen's Office – Ellen White, Town Administrator, reported that the revaluation inspections are well underway.

Town Clerk / Tax Collector – Kellie Skehan, Town Clerk/Tax Collector, reported that she has posted all properties eligible for tax deeding notifying property owners that they have until 8/26/2019 to contact the Tax Office. The office has been working on Dog Civil Forfeitures.

Transfer Station – Brewster Vittum, Transfer Station Supervisor, reported that the Transfer Station completed 6 bales of recyclables, with one load of metal going out, and cardboard and plastic going out shortly.

Water & Sewer – Wayne Eldridge, Water & Sewer Supervisor, presented the Board with information on PFA testing locations for posting to the Town website. Everything else is status quo.

Zoning Enforcement / Government Buildings – Steve McConarty, Zoning Enforcement Officer, stated that it has been busy with new permits, more houses but some businesses. Martin questioned the land clearing on Route 16 near Clarks Grain Store. McConarty responded that it is a property recently purchased by Evans. McConarty also confirmed that the cargo container at Agape is to be removed. Francis Burke questioned if there is an update on the Coleman site. McConarty responded that he is still waiting on the test results. Daymond Steer, Reporter for the Conway Daily Sun, asked if there is any update on the ice cream stand. McConarty responded that he is working on it.

Public Works / Highway Department – Brad Harriman, Public Works Director, reported that the paving of Ossipee Mountain Road and County Farm Road was completed last week. Ossipee Lake Drive will hold off until fall as Lakes Region Water is installing two crossings beneath the road this summer. Harriman stated that the twin bridge project on Route 16 is still on schedule for the weekend of either 9/14-9/15 or 9/21-9/22. There was nothing new to report on the Whittier Covered Bridge and equipment has been seen at the Route 28 & 171 roundabout site. Martin questioned the work being done by Lovell River. Harriman responded that NH DOT is making preparations for moving the utilities to provide a temporary bridge access while the bridge over Lovell River is being replaced. Martin questioned the status of the sidewalk project. Harriman advised that he has received one of the necessary easements and is waiting on one from the property abutting the Library that is currently going through Probate Court. Harriman stated that they will proceed with putting the granite curbing in place but will not commence excavation until the easement has been

procured. Martin asked Harriman to be sure he puts in good striping for the sidewalk at the Freight House. Harriman responded that it will be painted red with white stripes.

Public Input:

Steer questioned if the White Pond Boat Ramp will be discussed. Martin responded that it is on the agenda.

Ash Fischbein stated that he met with Donna Sargent and Ann Adjutant at OCC to review the final details on the playground. They requested to keep the existing swing set if the plan allows because the new playground has less swings. Fischbein will be taking measurements to see if this is a possibility. He then requested repair to the fencing that has been damaged from snow removal. Harriman confirmed that the fence could be repaired where the jersey barriers have been placed requiring approximately 25' of new fencing. Fischbein commented that there has been a lot of uncertain discussion on the existing playground being grandfathered or up to code. He is in receipt of the contract for the new equipment and will be signing off on it to not delay the installation planned for mid-August.

Meeting Minutes:

Martin made a motion to approve the minutes from the Selectmen's Work Session held on 7/15/2019. Eldridge seconded. A unanimous vote was taken.

Martin made a motion to approve the minutes from the Selectmen's Meeting held on 7/15/2019. Eldridge seconded. A unanimous vote was taken.

Martin made a motion to seal the minutes from the Non-Public Session held pursuant to RSA 91-A:3, II (c) for a tax matter. Simpson seconded. A unanimous vote was taken.

Accounts Payable & Payroll Manifests:

The Payroll & Benefits Voucher was submitted for the week ending 7/20/2019 in the amount of \$47,577.87. The Accounts Payable Voucher was submitted for the week ending 7/15/2019 in the amount of \$10,223.43. The Water & Sewer Accounts Payable Voucher submitted for the week ending 7/15/2019 was \$4,405.59. Eldridge made a motion approve and sign the vouchers. Simpson seconded. A unanimous vote was taken.

A Payroll Reimbursement Request issued to the Water & Sewer Department for the payroll week ending 7/20/2019 was submitted in the amount of \$4,493.36. Eldridge made a motion to sign the request. Simpson seconded. A unanimous vote was taken.

Water & Sewer Red Folder:

A Water & Sewer Warrant in the amount of \$40.00 for service charges was presented for signatures. Martin made a motion to approve the warrant. Eldridge seconded. A unanimous vote was taken.

A Water & Sewer Warrant in the amount of \$80.00 for service charges was presented for signatures. Martin made a motion to approve the warrant. Eldridge seconded. A unanimous vote was taken.

Review of Red Folder:

The Board received a memo from Brad Harriman, Public Works Director, reviewing quotes he received to complete the road striping on Town roads. Harriman explains that he reached out to Industrial Traffic Lines, Inc., Sir Lines-A-Lot, and L&D for quotes but Industrial Traffic Lines, Inc. was the only company to respond. The cost for 120,000 feet of double yellow striping will be \$11,040 and the single white fog line at 240,000 feet will be \$10,800. Harriman noted that the cost for the double yellow striping went up .01 per foot from

last year's pricing due to the shortage of yellow pigment. Simpson made a motion to award the line striping to Industrial Traffic Lines, Inc. Eldridge seconded. A unanimous vote was taken.

The Board received two notices of decision from the Zoning Board of Adjustment:

- Case #19-1-EWDR – 95 Leavitt Road (Map 31, Lot 31), Equitable Waiver of Dimensional Requirements
- Case #19-9-SE – 720 Browns Ridge Road (Map 279, Lot 15), Special Exception for non-conforming structure

Simpson stated that information on both cases can be found in the Planning Board minutes.

An Application for Solar Energy Systems Exemption was received from Tammy L. Brooks for the property located at 5 Mason Drive (Map 135, Lot 8). Simpson made a motion to grant the exemption in the amount of \$1,000. Eldridge seconded. A unanimous vote was taken.

The Board received a programming update from Charter Communications.

The Transfer Station Work Log was received for the week ending 7/20/2019. Simpson read the work completed at the Transfer Station.

Simpson announced vacancies for a Trustee of the Trust Funds and Budget Committee member. Anyone interested in serving should contact the Selectmen's Office for further information.

The Highway Department Work Log was received for the week ending 7/20/2019. Simpson read the work completed by the Highway Department.

A Contract for Use of Facilities was received from Darlene Eldridge requesting use of the Bub Avery Memorial Gymnasium on 7/27/2019 for a birthday party. The schedule has been verified and applicable deposit has been received. Simpson made a motion to approve the contract. Eldridge seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received from the OEDC Towns to Trails subcommittee requesting use of the Freight House on 7/25, 8/15, and 8/29/2019 for a meeting. The schedule has been verified and applicable deposit has been waived. Simpson made a motion to approve the contract. Eldridge seconded. A unanimous vote was taken.

An Intent to Cut Wood or Timber was received from Wayne Aleska for the property located on Ossipee Mountain Road (Map 63, Lot 6). The intent is to cut the entire 6.5 acre parcel and the logger listed is Arthur B. Wood Jr. The taxes are paid and there is no cemetery noted. Simpson made a motion to approve the intent. Eldridge seconded. A unanimous vote was taken.

A Supplemental Intent to Cut Wood or Timber was received from William Benedetto for the property located at 760 Route 16 (Map 250, Lot 5). Simpson made a motion to approve the supplemental intent. Eldridge seconded. A unanimous vote was taken.

Form 941: Employer's Quarterly Federal Tax Return for the quarter ending June 31, 2019 was presented for signatures. Eldridge made a motion to sign the form. Martin seconded. A unanimous vote was taken.

The Board received a letter from Life Ministries Food Pantry acknowledging receipt of \$3,000 as half of their annual appropriation approved at Town Meeting. The letter also stated that they saw a 21% increase in services provided in 2018.

A Request to the Town Clerk/Tax Collector to proceed to tax deed on the property located at 129 Dorrs Corner Road (Map 227, Lot 5) was presented for signatures. Martin made a motion to sign the request. Simpson seconded. A unanimous vote was taken.

The Board received a notice from NH DOT acknowledging their attendance during the 7/29/2019 Selectmen's Meeting for discussion on the bridge preservation on NH Route 28 over an inactive railroad, Project # 41916. The notice will be posted on the Town's website.

Martin read a letter received from the State of NH Senate President Donna Soucy and Speaker of the House Stephen Shurtleff regarding the status of the State's proposed budget recently vetoed by the Governor along with information on several upcoming public hearings.

Martin announced the Board would be recessing the meeting to view the Emergency Management trailer and welcomed the public to join. The meeting recessed at 4:53 PM. The meeting reconvened at 5:03 PM.

Martin stated she was very impressed with how well stocked and organized the trailer is noting there to be at least 30 cots, boxes of blankets, a generator and more. Simpson commented that the Town was represented very well by the exterior appearance as well.

Old Business:

Mill Pond Water Level Remedies – Martin asked Ash Fischbein if he would be interested in maintaining the boards at the Mill Pond. Fischbein responded that he would not be interested as a private citizen. Harriman confirmed that a water level gauge will be installed. Fischbein stated he is content with any action being taken at the moment.

Zoning Complaint – 2305 Route 16 – Martin announced a second letter has been received from Greg Howard noting his dissatisfaction of how his complaint has been handled by the Town including statements given by Ellen White and Steve McConarty to the Conway Daily Sun. Howard requested his letter be read into the file. Martin read the letter aloud and then requested any comment from McConarty or White. McConarty had no comment. White clarified that she referenced Site Plan Regulation changes where Howard noted changes made to the Zoning Ordinance in his letter which were unrelated. Howard presented the Board with reference materials from the Town of Wolfeboro including flow charts outlining how a claimed violation is processed. Martin stated that the original complaint is still being researched and remains under advisement.

Angel Montanez – 1805 Route 16 Sign – Mr. Montanez approached the Board to discuss his Sign Permit Application submitted that was approved then rescinded by the Board. Montanez stated that he had several discussions with McConarty and was under the impression that the expansion of the existing sign for a business advertisement was okay. McConarty explained that the expansion took place without a permit in place so Montanez submitted a design and application two weeks later but the size does not comply with the requirements of the Sign Ordinance so he was unable to approve it and referred Mr. Montanez to the Board of Selectmen to obtain approval. Eldridge confirmed that Mr. Montanez verified McConarty was okay with the sign when he presented the Sign Permit Application to the Selectmen. Montanez stated that he would have not pursued the advertisement for the sign if the size was going to be denied. Further discussion ensued. Martin requested Montanez bring the size of his sign back into compliance. Martin made a motion to cease

and desist further expansion of the sign and meet with McConarty to submit an application that will meet the specifications to obtain a permit. Eldridge seconded. A unanimous vote was taken.

New Business:

None presented.

Public Input #2:

Joe Deighan called for a point of order stating the Sign Ordinance is a Selectmen's Ordinance with McConarty acting as a guardian of the Ordinance offering his recommendation to approve to disapprove. Martin responded that McConarty has the authority to act on the applications. White added that the Zoning Officer was appointed by a past Board of Selectmen as an agent to act on the Sign Permit applications.

Non-Public Session:

Not applicable.

The next meeting will take place on Monday, July 29, 2019 at 4:15 PM.

Adjournment:

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

Adjourned at 5:27 PM.

Sandra P. Martin, Chairman

Martha B. Eldridge

Susan J. Simpson

To be approved 7/29/2019