

**Selectmen's Meeting  
Monday, March 18, 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 Martin welcomed Susan Simpson to the Board. Simpson offered her thanks and stated she is looking forward to being a Selectman.

**Public Input:**

Craig Brady, Recreation Director, stated he would like to address the proposal made at Town Meeting to move funds from the Recreation Department to cover the increase in the request made by the Schools Out Program. Martin stated that the motion was withdrawn. Martin and Eldridge questioned what is being offered by the Recreation Department. Brady responded that it is currently offering intramural sports and helping out with the Schools Out afterschool activities. Martin stated she would like to see more diversity in the programs that are offered by the Recreation Department. Brady responded that the Recreation Department has been working alongside the Schools Out Program so afterschool programs are not duplicated or affected by poor attendance due to the School's Out Program activities. Brady suggested a joint meeting with the Selectmen and School's Out Director be scheduled for further discussion.

Martin announced that the Selectmen will be divvying up the red folder contents in an effort to share the Selectmen duties. They will also be working toward more transparency including adding department reports and budget status reports to the Town website, and requesting Department Heads to attend the weekly Selectmen's Meeting.

**Meeting Minutes:**

Martin made a motion to approve the minutes from the Selectmen's Work Session, Finance Meeting & Non-Public Session held on 3/11/2019. Eldridge seconded. Simpson abstained (not present). Majority vote carried.

Martin made a motion to approve the minutes from the Selectmen's Meeting held on 3/11/2019. Eldridge seconded. Simpson abstained (not present). Majority vote carried.

Martin made a motion to seal the minutes from the Non-Public Session held earlier pursuant to RSA 91-A:3, II (a) for a personnel matter, and RSA 91-A:3, II (d) for an acquisition. Eldridge seconded. A unanimous vote was taken.

**Water & Sewer Red Folder:**

The Payroll Reimbursement Request for the week ending 3/16/2019 was submitted in the amount of \$3,203.52. Eldridge made a motion to sign the request. Martin seconded. A unanimous vote was taken.

**Accounts Payable & Payroll Manifests:**

The Payroll Voucher was submitted for the week ending 3/16/2019 in the amount of \$59,544.90. The Accounts Payable Voucher was submitted for the week ending 3/11/2019 in the amount of \$173,962.14. The Water & Sewer Accounts Payable Voucher submitted for the week ending 3/11/2019 was in the amount of \$4,675.13. Eldridge made a motion to approve and sign the vouchers. Martin seconded. A unanimous vote was taken.

**Review of Red Folder:**

Form MS-232: Report of Appropriations Actually Voted was presented for signatures. Martin made a motion to sign the form. Eldridge seconded. A unanimous vote was taken.

The Municipal Work Zone Agreement submitted by the NH DOT for Project #29315: NH 28 / NH 171 Roundabout was presented for signatures. Martin made a motion to sign the agreement. Simpson seconded. A unanimous vote was taken.

A second agreement submitted by the NH DOT for the landscaping maintenance of the center of the roundabout was presented in duplicate for signatures. Martin made a motion to table the agreement for further discussion. Simpson seconded. A unanimous vote was taken.

The Highway Department Work Log was received for the week of 3/10/2019-3/16/2019. Martin read the work completed by the Highway Department.

**New Business:**

Selectmen's Representatives for Boards/Committees:

- Budget Committee – Martin made a motion to nominate Eldridge as Selectmen's Representative to the Budget Committee. Simpson seconded. Eldridge abstained. Majority vote carried.
- Planning Board – Martin made a motion to nominate Simpson as the Selectmen's Representative to the Planning Board. Eldridge seconded. Simpson abstained. Majority vote carried.
- Zoning Board of Adjustment – Eldridge made a motion to nominate Martin to the Zoning Board of Adjustment. Simpson seconded. Martin abstained. Majority vote carried.
- Town Safety Committee – Eldridge made a motion to appoint Simpson to the Safety Committee. Martin seconded. Simpson abstained. Majority vote carried.
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An Excavation Tax Warrant in the amount of \$28.20 was presented for signatures. Simpson made a motion to sign the warrant. Martin seconded. A unanimous vote was taken.

An Intent to Excavate was received from Downey Shea for the property located on Map 243, Lot 2 (Polly's Crossing Road). The intent is to excavate 5,000 cubic yards of gravel and 5,000 cubic yards of sand and the taxes are paid. Simpson made a motion to approve and sign the intent. Eldridge seconded. A unanimous vote was taken.

An Intent to Excavate was received from Ambrose Bros., Inc. for the property located on Map 231, Lot 1 (Archer's Pond Road). The intent is to excavate 500 cubic yards of sand and the taxes are paid. Simpson made a motion to approve and sign the intent. Eldridge seconded. A unanimous vote was taken.

Simpson announced Notices of Decision received on the following cases heard by the Zoning Board of Adjustment:

- Case # 19-8-V & SE – John Kallas, 70 Deer Cove Road, Map 44, Lot 67 – Variance & Special Exception (case continued)
- Case # 19-7-V & SE – Richard Abbott, 58 Deer Cove Road, Map 44, Lot 6, Sub Lot 1 – Variance & Special Exception (granted)
- Case #19-6-V & SE – Loch Haven Realty Trust, 100 Deer Cove Road, Map 37, Lot 23 – Variance & Special Exception (granted)
- Case #19-5-V & SE – William Robertson, 46 Long Sands Road, Map 67, Lot 19 – Variance & Special Exception (granted)
- Case #19-4-V & SE – Patricia & Donald Simpson, 16 Frost Road, Map 66, Lot 49 – Variance & Special Exception (granted)
- Case #19-3-V – Pierre & Michelle Barton, 124 Leavitt Road, Map 31, Lot 45 – Variance (granted)
- Case #19-2-AA – William J. Dawson, Jr., 80 Route 16B, Map 93, Lot 15 – Administrative Decision Appeal (granted)

The Consent Calendar Agenda was received from the meeting of the Governor and Executive Council held on 3/13/2019.

**Old Business:**

None presented.

**Public Input #2:**

Kellie Skehan, Town Clerk/Tax Collector, presented one book containing 4 volumes of Town records from 1822-1947 that were preserved. Skehan then read the following statement: “I am pleased to present to the Board of Selectmen and the public, one of the volumes which has been preserved thanks to the Moose License Plate Conservation Grant in the amount of \$9988.00. This grant allowed us to preserve four (4) volumes of Ossipee records from 1822 – 1947. This preservation grant included encapsulating the pages of these books, microfilming and digitizing the records onto a flash drive. We are extremely grateful to the NH State Library for administering this grant and helping us with our preservation of Town Records.” The Board thanked Skehan.

Martin announced the swearing in of new officers will take place this evening at 5:30 PM.

Roy Barron, Cemetery Trustee, responded to a memo issued regarding personal use of the Cemetery Trustee's computer. Barron stated that they have been working on updating years of records, downloading files and deeds to maintain the Town's records of 149 cemeteries. Barron stated that the files were being transferred from a personal computer to the Town computer and the internet at the Freight House was being used to accomplish this.

**Non-Public Session:**

Not applicable.

The next meeting will take place on Monday, March 25, 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 4:40 PM.

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Sandra P. Martin, Chairman

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Martha B. Eldridge

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Susan J. Simpson

To be approved 3/25/2019