

**Selectmen's Meeting
Monday, May 6, 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.

Public Input:

Joe Haas approached the Board about an email he sent this morning requesting an information statement be included with the property tax bills informing property owners of their ability to request an abatement in relation to the education tax. Haas proceeded to discuss the educational forum scheduled for 5/8/2019 at 7:00 PM and others he has attended as well as specific RSA's related to the education tax. Martin requested time for the Board to review the emailed information and asked Haas to come back in for further discussion.

Christy Pacheco discussed the enforcement of the Town's Sign Ordinance and potential legal issues that may arise from requesting several non-compliant signs to come into compliance. White explained that discussion took place in a work session several weeks ago where the Board suggested sending a letter to all sign owners informing them of the Town's Sign Ordinance and requesting signs be brought into compliance. Martin stated that the Selectmen have been trying to correct issues with the Sign Ordinance and the enforcement of the ordinance for many years, but the bottom line is that all signs must come into compliance.

Joe Deighan questioned if letters had been sent out. White responded that they have not been sent yet. Deighan suggested consultation with the Town Attorney before any letters are issued due to amendments that may be needed to the existing Sign Ordinance which may limit free speech.

Mellisa Seamans stated interest in the Recreation Department reports that are being given weekly. Seamans voiced concern with the announcement that the T-ball program has been moved to Wolfeboro through the Cal Ripken program, and next year's proposal to do the same with the girls' softball league. Seamans announced her involvement with Effingham Connect, which provides resources to the community and may be able to assist with providing resources to help keep programs active in the Recreation Department. Seamans spoke of her past involvement with the girls' softball program and spoke highly and positively for its sustainability.

Department Head Reporting:

Town Clerk/Tax Collector – Kellie Skehan, Town Clerk/Tax Collector, presented monthly reports of collections for the Town Clerk fees and tax collections. Tax bills will be mailed out tomorrow with a due date of 7/1/2019. A reminder letter will be issued on Wednesday reminding all that dog licenses must be renewed by 6/10/2019 to avoid a \$25.00 penalty assessment.

Police Department – Joe Duchesne, Police Chief, presented a summary report of 1,019 dispatched calls received in the month of April. Duchesne stated that the report will be reformatted for posting to the Town's website.

Zoning Enforcement/Government Buildings – Steve McConarty, Zoning Enforcement Officer, reported April to be a very active month. O'Reilly Auto Parts has been referred to the Town Attorney as well as Coleman Concrete's property north of Green Mountain Furniture which will receive soil testing in the near future. The apartment building will be ready for full occupancy by the end of the week. McConarty presented a summary report showing \$1,566 in permit fees that were received in April.

Water & Sewer Department – Wayne Eldridge, Water & Sewer Supervisor, was unable to attend as he was attending to the repair of a fire hydrant.

Highway Department/Transfer Station – Brad Harriman, Public Works Director, stated that now that spring is here, the Highway Department is busy grading roads and will be treating them with calcium. Harriman reviewed the proposal received for rental equipment needed to complete the Mill Hill Road Bridge repair, drainage work, and the sidewalk project. Three quotes received are included in the memo attached to these minutes. Martin made a motion to award the rental contract to Herc Rental. Eldridge seconded. A unanimous vote was taken.

Harriman reported that the last of the materials received from Earth Day went out last week including tires and Freon. There is no update on the Whittier Covered Bridge although Harriman does have a call into the Town's engineer Hoyle, Tanner, and Associates to check on the status of the as-built plans. The Route 28 & 171 roundabout construction project is currently out for bids. Harriman stated that now that the rental agreement has been secured for an excavator, the sidewalk project will commence along with the Mill Hill Road Bridge which should be ready in another two weeks, or once the bridge deck is fully cured.

Meeting Minutes:

Martin made a motion to seal the minutes from the non-public session held pursuant to RSA 91-A: 3, II (a) for a personnel matter, RSA 91-A: 3, II (b) for a personnel matter, and RSA 91-A: 3, II (c) for a tax matter. Eldridge seconded. A unanimous vote was taken.

Martin made a motion to approve the minutes from the Selectmen's Meeting held on 4/29/2019. Eldridge seconded. Simpson noted a correction needed on page 3 of the minutes "...the Town Clean Up being hosted by Ossipee Listens on Saturday, 5/4/2019 from 9:00-110:00 AM" should be corrected to read "11:00 AM", and on page 5 "The next meeting will take place on Monday, May 13, 2019..." should be corrected to read "May 6, 2019". Martin made a motion to accept the minutes with corrections. Eldridge seconded. A unanimous vote was taken.

Martin made a motion to approve the minutes from the Selectmen's Work Session and Non-Public Session held on 4/29/2019. Eldridge seconded. A unanimous vote was taken.

Accounts Payable & Payroll Manifests:

The Payroll & Benefits Voucher was submitted for the week ending 5/4/2019 in the amount of \$158,163.20. The Accounts Payable Voucher was submitted for the week ending 4/29/2019 in the amount of \$553,192.67. The Water & Sewer Accounts Payable Voucher submitted for the week ending 4/29/2019 was \$10,934.05. 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 5/4/2019 was submitted in the amount of \$3,404.84. Eldridge made a motion to sign the request. Martin seconded. A unanimous vote was taken.

Review of Red Folder:

The Board received notice of a workshop being hosted by the Carroll County Conservation District on 5/16/2019 from 9:30 AM - 12:30 PM on how to access soil information on the web.

A Contract for Use of Facilities was received from Kingswood Cal Ripken Cardinals requesting use of the Y Ballfield on 5/6, 5/13, 5/20, 5/28, 6/3, and 6/13 from 5:00-7:00 PM for baseball practice. The schedule has been verified by Craig Brady, Recreation Director. Eldridge made a motion to approve the contract. Martin seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received from Lakes Region Repeater Association requesting use of the Bub Avery Memorial Gymnasium on 8/3/2019 for a flea market. The schedule has been verified by Craig Brady, Recreation Director, and the applicable deposit has been received. Eldridge made a motion to approve the contract. Martin seconded. A unanimous vote was taken.

A Raffle Permit Application was received from the Ossiipee Old Home Week Committee for raffles being held on 7/4/2019 and 8/17/2019. Eldridge made a motion to approve the application. Martin seconded. A unanimous vote was taken.

The Highway Department Work Logs were received for the weeks ending 4/27/2019 and 5/4/2019. Eldridge read the work completed by the Highway Department.

An Excavation Tax Warrant in the amount of \$0.00 for the Report of Excavation filed by Coleman Concrete, Inc. for the property located on Map 124, Lot 23 (39 Route 28) was presented for signatures. Simpson made a motion to approve the warrant. Eldridge seconded. A unanimous vote was taken.

The Transfer Station Work Log was received for the week ending 5/4/2019. Simpson read the work completed at the Transfer Station.

An Intent to Cut Wood or Timber was received from George MacKoul for the property located on Map 63, Lot 11 (300 Ossiipee Mountain Road). The intent is to cut 40 acres of the 97 acre parcel and the logger listed is Perley Ryder. The taxes are paid and there are two cemeteries noted on the property. Simpson made a motion to approve the intent. Eldridge seconded. A unanimous vote was taken.

A Yield Tax Warrant in the amount of \$2,129.23 for the Report of Cut submitted by Michael and Ginger Brownell (Map 228, Lot 1) was presented for signatures. Simpson made a motion to approve the warrant. Eldridge seconded. A unanimous vote was taken.

A Yield Tax Warrant in the amount of \$285.86 for the Report of Cut submitted by Stephen Brownell and Michael Brownell (Map 230, Lot 5) was presented for signatures. Simpson made a motion to approve the warrant. Eldridge seconded. A unanimous vote was taken.

A Yield Tax Warrant in the amount of \$1,223.21 for the Report of Cut submitted by Joseph and Patricia Bradley (Map 263, Lot 1) was presented for signatures. Simpson made a motion to approve the warrant. Eldridge seconded. A unanimous vote was taken.

A Yield Tax Warrant in the amount of \$565.96 for the Report of Cut submitted by John and Ellen Curry (Map 248, Lot 26) was presented for signatures. Simpson made a motion to approve the warrant. Eldridge seconded. A unanimous vote was taken.

A Yield Tax Warrant in the amount of \$555.71 for the Report of Cut submitted by Cornerstone Christian Academy (Map 268, Lot 2) was presented for signatures. Simpson made a motion to approve the warrant. Eldridge seconded. A unanimous vote was taken.

A Supplemental Intent to Cut Wood or Timber was received from Ossipee Aggregates for the property located on Map 266, Lot 7 (368 Route 16). Simpson made a motion to approve the supplemental intent. Eldridge seconded. A unanimous vote was taken.

Martin announced there was an accidental meeting that took place last week when one Selectman was at Town Hall reviewing the job applications received and another Selectman came in at the same time to do the same. Martin stated no discussion took place but she wanted to announce it in a manner of transparency.

Water & Sewer Red Folder:

Martin made a motion to amend the amount of the abatement approved last week for Scott Milligan for the property located at 59 Moultonville Road (Map 91, Lot 5) to the corrected amount of \$890.36. Eldridge seconded. A unanimous vote was taken.

A Water & Sewer Warrant in the amount of \$1,650.00 for backflow 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 \$4,590.00 for septic hauler fees was presented for signatures. Martin made a motion to approve the warrant. Eldridge seconded. A unanimous vote was taken.

Review of Red Folder Continued:

The Board received a copy of the 2018 Total Equalized Valuations from the Department of Revenue. Martin announced the Total Equalized Valuation to be \$792,378,631, an increase in value from 2017 of \$86,637,913.

Martin made a motion to approve an advertisement to be placed in the Ossipee Old Home Week newspaper in the amount of \$35.00. Eldridge seconded. A unanimous vote was taken.

The Board received a request from the Kingswood Regional High School Guidance Office for award of Lyford Merrow Scholarships to be received no later than 5/24/2019 in preparation for the award ceremony on 6/6/2019. White stated that a Selectman and Trustee of Trust Funds Connie Billings normally review the scholarship applications and determine the award. Eldridge volunteered to complete the review.

Martin read a Proclamation of Municipal Clerks' Week being recognized as the week of 5/5/2019-5/11/2019. Martin made a motion to sign the proclamation. Eldridge seconded. A unanimous vote was taken.

Martin announced a Public Hearing has been scheduled for Monday, 5/13/2019 at 5:00 PM for public input and discussion on the use of a propane gas cannon at the Transfer Station to deter nuisance birds and pests.

The Recycling Center Daily Cash Log for the month of April was submitted for review. The total collected was in the amount of \$5,731.95.

The Board received a copy of a check from the State of NH in the amount of \$36,438.99 for highway block grant funds.

The Board received a copy of a check from Planet Aid in the amount of \$111.75 for recycling.

Martin announced receipt of an email from Mike Dugas of NH DOT confirming that if the water spigot in the center of the roundabout at the intersection of Routes 28 and 171 were to be damaged, it would be the Town's responsibility to repair it. Martin questioned if the plantings have been determined. White responded that there is still time to submit requests in writing to the NH DOT.

The first quarter reports were received from CarePlus Ambulance. Martin read an email attached to the reports following up on the ambulance deficiency from a few weeks back stating that all ambulances have been inspected by the NH Bureau of EMS for compliance and are all set at this time. A question was also posed about the expiration of the ambulance contract. White explained that this is being referred to legal counsel for clarification. White informed the Board that she has a brief meeting scheduled with President Eric Damon tomorrow and questioned if the Board had anything to review with him. Nothing was presented.

Martin brought forward the request received from the Planning Board to appoint Tim Otterbach as the Town's Representative to the Lakes Region Planning Commission. White questioned if there is a vacancy. Martin made a motion to not appoint Tim Otterbach. Eldridge seconded. A unanimous vote was taken.

Department Head Reporting Continued:

Craig Brady, Recreation Director, announced that spring soccer begins on Thursday as well as travel softball this week. Summer camp registrations will open on Wednesday, and the Recreation Department will also be offering a Summer Teen Program in conjunction with the Police Department this summer. In addition, flag football is being held at Constitution Park on Mondays.

New Business:

Simpson noted that the minutes of the Selectmen's Meeting held on 4/15/2019 that are posted on the Town's website still have a correction needed on page 4 where it refers to the intersection of "Routes 25 & 171". This should be corrected to read "Routes 28 & 171".

Simpson announced the Memorial Day Service will be held at the Town Hall on Monday, May 27, 2019 at 10:00 AM.

Old Business:

None presented.

Public Input #2:

Ed Comeau announced the GWRSD School Board Meeting is tonight at 7:30 PM at the Kingswood Regional Middle School.

Comeau requested the process by which the Town adheres to any RSA 91-A requests be reviewed. He stated that the Statute is very clear that draft minutes must be made available for public inspection within 5-days. He suggested the Town review the postings of meetings and minutes for all boards and perhaps create a checklist to ensure compliance.

Non-Public Session:

Not applicable.

The next meeting will take place on Monday, May 13, 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 5:22 PM.

Sandra P. Martin, Chairman

Martha B. Eldridge

Susan J. Simpson

To be approved 5/13/2019