

## **Selectmen's Meeting Monday, September 16, 2019**

These minutes were recorded by Ellen White, Town Administrator and transcribed by Angela Rizzitano, Secretary. 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:**

Police Department – Joe Duchesne, Police Chief, reported they had a busy week. He also reported that the new canine is 2 weeks into his training and doing well.

Highway Department – William Eldridge, Highway Foreman, read his work log. He advised the dirt work for the sidewalks are complete. They added gravel to Broad Bay Road and Channel Road. They removed the fuel tank on truck 6. They cleaned the drains on Pine Hill Road and ditched some of Circuit Road.

Recreation Department – Craig Brady, Recreation Director, reported that Saturday, September 7, 2019 was the first soccer game for the 4-6 year olds and intermural soccer for grades 1-6. He advised that he's in discussions with Fish & Game regarding a snowmobile safety class for the children of Ossipee. He should have an answer by next week. He advised that the Ossipee children are welcome to attend the class being held at Danforth Bay in Freedom on December 7, 2019 from 8AM-3PM. Also he met with the playground company and is currently waiting for the plans regarding updating Constitution Park Playground.

Selectmen's Office - Town Administrator Ellen White reported that the Assessing Department has been very busy scheduling appointments with the assessor to review the preliminary values of the revaluation. There are limited time slots still available. White advised that the bids for propane or fuel oil delivery are due September 27, 2019 and will be opened at the Selectmen Meeting held on September 30, 2019. White advised that she is putting together information for the Public Works vacancy and it will be advertised soon.

Town Clerk/Tax Collector – Kellie Skehan, Town Clerk/Tax Collector, reported that she has received another \$55,000 in taxes. Also she will be sending out auto renewals for October soon. Those can be paid online, by mail or by credit card. Be advised that there is a charge of .40 if paid through a checking account and a convenience fee of \$2.95 if paid via a credit card.

Transfer Station – Brewster Vittum, Transfer Station Supervisor, advised that they had 5 bales of recycled material. There are 22 ton of cardboard waiting for a truck to pick it up. Martin asked how much 22 ton brings to the Town. Vittum advised that it is currently at about \$43 per ton. He also announced the next Free Clean-Up Day will be held October 5, 2019.

Water & Sewer Department – Wayne Eldridge, Water & Sewer Supervisor, reported that he had some minor repairs. He also advised that lagoon 1 will be open September 17, 2019. He is working on the budget as well as projects for next year. Martin asked how the meter readings are going. He advised that they are much easier to complete now.

Zoning Enforcement/Government Buildings – Steve McConarty, Zoning Enforcement Officer, reported that he has been busy with a lot of permits going out.

**Public Input:**

Alison Hayford of the Economic Development Council presented the Board with the design for the sign at the new playground in Center Ossipee. They are also ordering a bulletin board for community events. She asked the town for assistance with putting in posts for the new signs. Martin advised that the Town is very busy with winter coming and suggested the EDC look for other options for assistance.

Eldridge asked Alison Hayford if bike riding is allowed inside the playground. Hayford advised that it is not allowed. Martin suggested adding a small sign stating no wheeled vehicles except for strollers allowed. Playground rules are posted on site.

**Meeting Minutes:**

Martin made a motion to approve the minutes from the Selectmen's Meeting held on 9/9/2019. Eldridge seconded. A unanimous vote was taken.

Martin made a motion to approve the minutes from the Work Session and Non-Public Session held on 9/9/2019. Eldridge seconded. A unanimous vote was taken.

**Accounts Payable & Payroll Manifests:**

The Payroll Check Voucher total was submitted for the week ending 9/14/2019 in the amount of \$39,208.02. Accounts Payable is \$175,762.99. The General Fund payment is \$214,971.01. The Water & Sewer accounts payable is \$5,201.41. Eldridge made a motion to approve. Simpson seconded. A unanimous vote was taken.

A Payroll Reimbursement Request issued to the Water & Sewer Department for the payroll week ending 9/14/2019 was submitted in the amount of \$3,535.03. Eldridge made a motion to sign the request. Simpson seconded. A unanimous vote was taken.

**Water & Sewer Red Folder:**

A Water & Sewer Warrant was presented for signatures for \$119.24 with penalties after October 21, 2019 for all sums not paid by this date. Simpson made a motion to approve. Eldridge seconded. A unanimous vote was taken.

**Review of Red Folder:**

The Board received the minutes for the Economic Development meeting held 9/9/2019. This is available to view at the Selectmen's Office and on the Town website.

We received a report on the Mill Pond water testing. Results came back clean with no E-Coli detected.

The Board received a Notice of Decision for Paul and Lynn Evans of 80 Deer Cove Road. Case number 19-13-V has been granted a request for a variance for front setback requirements. This will be on file in the Selectmen's Office and on the Town website.

The Board received a Notice of Decision for Paul and Lynn Evans of 80 Deer Cove Road. Case number 19-11-SE has been granted a request for Special Exceptions. This will be on file in the Selectmen's Office and on the Town website.

The Board received a Notice of Decision for Jonathan Kemper of 21 Pleasure Land Glade Road. Case number 19-12-V has been granted a request for a variance for side setback requirements to build a garage. This will be on file in the Selectmen's Office and on the Town website.

The Transfer Station Work Log was received for the week ending 9/14/2019. This will be filed in the Selectmen's Office and also on the Ossipee web page.

The Highway Department Work Log was received for the week ending 9/14/2019. This will be on file in the Selectmen's Office and on the Ossipee web page.

The Board received a letter from Charter Communications regarding upcoming changes. This will be filed in the Selectmen's Office.

The Board received a Permission for Snowmobile Access form from Ossipee Valley Snowmobile Club. This is for the trail from Ossipee Lake through Constitution Park. Martin made a motion to approve. Simpson seconded. A unanimous vote was taken.

The Board received a Permission for Snowmobile Access form from Ossipee Valley Snowmobile Club. This is for use of Archers Pond Road. Martin made a motion to approve. Simpson seconded. A unanimous vote was taken.

The Board read a letter to be sent to Peter Zavas regarding a request for resignation from the Planning Board and the Trustees of Trusts Funds for lack of attendance. Martin made a motion to send the letter. Eldridge seconded. A unanimous vote was taken.

The Board received a proposal for professional services from Municipal Resources Inc. regarding the public Works Director vacancy. They will assist the Town of Ossipee in the search for a new Department of Public Works Director. Martin read the proposal. Martin made a motion to sign the agreement. Eldridge seconded. A unanimous vote was taken.

Martin read the Assessing Office Procedure Regarding Entering Private Property. Martin made a motion to sign. Eldridge seconded. A unanimous vote was taken.

#### **Old Business:**

Martin asked William Eldridge how the sidewalk project was coming. He advised that the dirt work was completed. He advised that it is scheduled for curbing and concrete work for the handicap ramp on September 23, 2019. Martin asked about the mailboxes. Eldridge advised that he will be in contact with the property owners to discuss the possibility of putting them in front of the condominiums or present the idea of them getting a mailbox at the Post Office across the street. Ellen White advised

that she called Eversource to update the work order and let them know that the site work is complete so they can replace the poles as needed. White asked Eldridge if anything needs to be done in preparation for the sidewalk lighting. He advised that all they need to do is put the posts in.

Ellen White spoke with Charles Willeke, our Department of Transportation project manager, regarding the Whittier Covered Bridge. The federal funds for the bridge were returned due to lack of progress made on Phase 3. They returned the Federal Funds rather than have them expire so we are able to get those funds back. White is working closely with the Towns Engineer, Hoyle and Tanner, and the Department of Transportation.

The Board had a meeting with members of the Ambulance Committee including the 3 Fire Chiefs and briefly with Rick Morgan as well. They are diligently working on what is best for the citizens of the Town of Ossipee both financially and health wise.

Martin advised that the budgets are up to date on the website.

**New Business:**

None presented

**Second Public Input:**

Greg Howard asked if we could be given a synopsis of events in regards to the Whittier Covered Bridge project. Ellen White advised that she is just getting into this project but she can work on a synopsis. Discussion ensued.

Conway Daily Sun reporter Daymond Steer asked what happened to the bridge originally. Martin advised that it was in disrepair. Discussion ensued.

Ash Fischbein asked if Hoyle and Tanner was responsible for getting the bridge easements. The Board advised that they weren't.

Steer also asked if Brad Harriman advised he was leaving and if this was a planned retirement. Martin advised that he resigned. Steer asked when he resigned. Martin advised he officially resigned last week.

**Non-Public Session:**

Not applicable.

The next meeting will take place on Monday, September 23, 2019 at 4:15 PM.

**Adjournment:**

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

Adjourned at 4:51 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 9/23/2019