

## **Selectmen's Meeting Monday, August 19, 2019**

These minutes were recorded 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:**

Recreation Department – Craig Brady, Recreation Director, stated the summer program wrapped up last week and it was a great summer. They are now making the transition to fall sports. There will be travel field hockey and travel soccer as well as intermural soccer. The Block party was held over the weekend and was very well attended.

Selectmen's Office/Town Administrator - Ellen White, reported that the time clock software has been installed on all the computers with the exception of the Transfer Station. They will need a new computer due to their current one not working properly. White advised that the time clocks should be up and running by next week or the first payroll period in September. White advised that she had dealt with a couple of health complaints and violations last week and they are in progress. She advised that both Jessi and Angela in the Selectmen's Office have been busy with data entry for the town wide revaluation project. Also, White advised that she received a 3<sup>rd</sup> quote for the phone system update that looks very promising. The phone system should be updated by early fall.

Town Clerk/Tax Collector – Kellie Skehan, Town Clerk/Tax Collector, reported that Police are sending notices of fines to dog owners with dogs that are not registered. The Tax Collectors' office has collected \$60,000.00 in the past two weeks. She advised that the Water & Sewer letters for late payments went out and she has received quite a few payments already. She also advised that delinquent notices will go out the second week of September.

Transfer Station – Brewster Vittum, Transfer Station Supervisor, advised that they had 6 bales of recycled material. Also they are shipping out 22 tons of plastic on Thursday, August 22, 2019.

Water & Sewer Department – Wayne Eldridge, Water & Sewer Supervisor, advised that they had a few broken service lines and a few mains that had to be fixed. He asked that if anyone sees anything regarding water, like cloudy water for example, in Ossipee to reach out to him directly and not use social media.

### **Public Input:**

Ash Fischbein of the Economic Development Council advised that they started the site work for the new playground behind Ossipee Concerned Citizens. The old equipment has been removed and everything is on schedule. He also advised that there have been a lot of donations for this project

from local businesses including Varsity Beverage, who donated all the water and soda, and Dawson's Excavation, who helped clear out the old equipment.

**Meeting Minutes:**

Martin made a motion to seal the minutes from the non-public session held pursuant to RSA 91-A: 3, II (e) for a legal 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 8/12/2019. 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 8/12/2019. Eldridge seconded. A unanimous vote was taken.

**Accounts Payable & Payroll Manifests:**

The Payroll Check Voucher total was submitted for the week ending 8/17/2019 in the amount of \$44,320.81. The Accounts Payable total for the week ending 8/12/2019 was \$134,464.52. The Water & Sewer Accounts Payable Voucher was submitted for \$16,113.90 with a check date of August 19, 2019. 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 8/17/2019 was submitted in the amount of \$3,643.74. 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 \$84.87 with penalties after September 27, 2019 for all sums not paid by this date. Eldridge made a motion to approve. Simpson seconded. A unanimous vote was taken.

**Review of Red Folder:**

The Board received a stack of small claim filings for tax liens for units that were removed. Martin made a motion to sign. Eldridge seconded. A unanimous vote was taken.

The Economic Development Council meeting minutes for 8/12/19 were received and are located in the Selectmen's Office.

A letter was received from Bob and Mary Ellen McDonald thanking employees Laura Nash and Steve McConarty for their assistance. Eldridge read the letter.

A Contract for Use of Facilities was received from Ossipee Round Table. This is for a networking group for the dates of September 14, 2019, October 12, 2019, November 9, 2019 and December 14, 2019. Eldridge made a motion to approve. Martin seconded. A unanimous vote was taken.

The Board received the GIS Services Maintenance Agreement for software and support for our online mapping and information. The agreement is for the time period of 10/28/2019 through 10/27/2020. Eldridge made a motion to approve this agreement. Martin seconded. A unanimous vote was taken.

Simpson read a letter of interest from Angela Rizzitano regarding serving as a Trustee of the Trust Funds. Simpson made a motion to appoint Rizzitano as a Trustee of the Trust Funds. Eldridge seconded. A unanimous vote was taken.

The Board received a letter from Charter Communications, dated August 10, 2019, regarding upcoming changes. There will be a pricing adjustment effective September 10, 2019 for unreturned equipment. The notice is in the Selectmen's Office if anyone would like to review it.

The Board received a letter from Charter Communications, dated August 15, 2019, regarding upcoming changes. There will be a channel line-up change. The notice is in the Selectmen's Office if anyone would like to review it.

The Board received a letter from Green Mountain Conservation Group regarding a proposed groundwater discharge permit. Simpson advised that this letter will be in the Selectmen's office for anyone to review.

Communication was received by the State of New Hampshire Executive Council dated August 2, 2019. It will be in the Selectmen's Office if anyone would like to review it.

Communication was received by the State of New Hampshire Executive Council dated August 15, 2019. It will be in the Selectmen's Office if anyone would like to review it.

The Board received 4 Notices of Decision from the Planning Board. They will be posted on the website.

The Board received a letter from Town Attorney Richard Sager regarding a Westward Shores Case involving FEMA regulations for existing noncompliant structures and recreational vehicles at the campground. The deadline to come into compliance is October 20, 2019.

Martin read a letter to the School Board in response to comments made at the School Board meeting regarding the Town of Ossipee having cash flow problems. Martin read a statement that the School Board made assumptions that are not true. The Town of Ossipee is in excellent financial shape. The Board of Selectmen and Finance Committee felt it appropriate to schedule the disbursement of its annual obligation into equal monthly installments which allows for better forecasting of cash flow while still meeting our obligation. The Town of Ossipee has been making timely monthly payments using this payment schedule.

#### **Old Business:**

The NHDOT bridge project on Route 16 is still on schedule for the weekend of September 13<sup>th</sup> - 15<sup>th</sup>, or the following weekend, the 20<sup>th</sup>-22<sup>nd</sup>. The lower bridge is scheduled for next year.

The budget information is on the website under department reports for anyone that would like to view it.

**New Business:**

None presented

**Second Public Input:**

Krystal Eldridge of the Conservation Commission spoke about some overgrown brush at the overlook. She asked if the town could assist in clearing that as they recently had it cleared in the spring and the cost was around \$4000.00 to complete. Martin advised that it pulls them off the road maintenance and she doesn't like to do that. She advised that there is money in the Conservation Commission's budget for those needs. Martin advised that the Conservation Commission should look into other avenues for this need.

Ash Fischbein asked about the Whittier Covered Bridge. Martin advised there is no movement on this. White advised that the permit from DES is only valid to use between May and September. White advised that because of the permit timeframe, the state is holding off on putting the final phase out to bid until early next year.

**Non-Public Session:**

Not applicable.

The next meeting will take place on Monday, August 26, 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 4:42 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 8/26/2019