

Selectmen's Finance Meeting & Department Head Meeting
Monday, September 11, 2017

Chairman Morgan called the Work Session to order at 3:00 PM. Present were Selectmen Richard Morgan, Robert Freeman, and Sandra Martin, and Ellen White, Town Administrator, who recorded the minutes. Also present were Harry Merrow, Treasurer, Kellie Skehan, Town Clerk/Tax Collector, and Karen Anthony, Finance & Benefits Administrator.

The 2016 audits were distributed. White reported that she has requested a date for the 2017 audit to take place in January 2018.

Merrow reported a balance of approximately \$1 million in the General Fund. Anthony reviewed the accounts payable total of \$210,000 and the forecasted \$627,000 due October-December for the Fire Precincts, ambulance and School District payments.

Skehan reported on tax deeded property buybacks in progress. She also stated that collections are ahead of past years.

White reported that the tax deeded property auction proceeds totaling just over \$83,000 were received last week.

Reimbursement requests from the Trustees of Trust Funds are in progress for the Valley Road Bridge expenditures.

Morgan requested Department Heads be notified to limit discretionary spending.

Budget worksheets have been distributed to all Department Heads.

Morgan reviewed potential changes to health insurance contributions for new employees. Wages will be discussed further next week. Morgan also stated that the present time is also a good time to review positional adjustments that may be needed.

The Town Beach purchase was discussed. Morgan reviewed the steps required to petition Superior Court for a Special Town Meeting. Discussion also took place on the percentage of registered voters required. White will seek clarification from Attorney Sager on the numbers required.

The Treasurer position was discussed being the last year of Merrow's term.

Merrow, Anthony and Skehan were dismissed at 3:47 PM.

Steve McConarty, Zoning Enforcement Officer, entered at 3:50 PM.

McConarty reviewed a property on Bean Mountain Road where several trailers and structures have been put on the property without permits. Morgan suggested giving the property owner a deadline to remove the structures and involve the Town Attorney if necessary.

McConarty reviewed a property on Nichols Road requiring an amended Site Plan Review for dumpsters with compactors servicing the Westward Shores Camping Area & Resort.

McConarty updated the Board on the status of tax-deeded properties, one of which suffered extensive water damage from a pipe that burst. Discussion took place on how to handle the cleanup.

White reported that she has scheduled another telephone conference with the owners of Northgate, LLC for further discussion on Westward Shores Camping Area & Resort and the FEMA regulations.

McConarty reported that he has received calls about issues at the Ossipee Concerned Citizens where there is trash and loitering at the playground. McConarty was referred to the Police Department to have them look into this allegation.

The Accounts Payable Manifest, Red Folder and Water & Sewer Red Folder were reviewed.

Being no further input, the work session was adjourned.

Adjourned at 4:10 PM.

Richard H. Morgan, Chairman

Robert C. Freeman

Sandra P. Martin

To be approved 9/18/2017