

**Selectmen's Work Session, Conference Call & Non-Public Session**  
**Monday, March 12, 2018**

Chairman Morgan called the Work Session to order at 2:30 PM. This meeting was held in the Finance Office at Town Hall. Present were Selectmen Richard Morgan, and Robert Freeman, and Ellen White, Town Administrator, who recorded the minutes. Selectman Sandra Martin arrived at 3:17 PM.

**Conference Call:**

Present via telephone was Todd Haywood, Assessor. Haywood reviewed the results from the equalization study completed by NH DRA and the slight disparity in the coefficient of dispersion. Haywood brought this to the Board's attention only as a precaution for them to be aware and to prepare for a possible need to reevaluation the Town sooner than 2020.

The request for exemption status applied for by Agape Ministry Servants, Inc. was also reviewed. Haywood informed the Board that they do not qualify for exempt status per ruling by the Board of Tax and Land Appeals, but the Selectmen may grant abatement for good cause.

Haywood disconnected at 2:50 PM.

**Recreation Facilities Maintenance:**

Craig Brady, Recreation Director, entered at 2:50 PM. Brady reviewed the quotes received to install a 4' fence at the YMCA ballfield and questioned whether the Recreation budget should be raised on the floor at Town Meeting to incorporate this project or whether the budget should be overspent. Discussion ensued. The Board reviewed the budget figures and agreed it could be included in the current budget with no amendments needed.

Brady discussed the wages for part-time staff. Additional discussion took place on the future creation of a capital reserve fund specific to recreation facility improvements.

Brady was dismissed at 3:05 PM.

**Zoning Enforcement Officer Update:**

Steve McConarty, Zoning Enforcement Officer, entered at 3:06 PM. McConarty reviewed various projects he is reviewing and the status of the Westward Shores Campground compliance with FEMA regulations.

McConarty was asked for an overview on the 80 Route 16B improvements. McConarty stated that he has a plumbing permit, but does not have a building permit or electrical permit, and a vague set of drawings reviewing changes being made. Issues have been reported by the Fire Chief and gas company as well as other visible electrical issues. McConarty stated that he has been trying to work with the new owners.

McConarty stated that he referred the new owners to the Planning Board for an informal discussion on the use of the building and they were told at that time that the dry cleaning side of the building could not be used without a Site Plan Review. McConarty stated that it is currently being used for equipment storage.

McConarty stated that it looks as though this year will be another busy one.

McConarty was dismissed at 3:25 PM.

Martin was provided an update from the conference call held with the Assessor.

**Non-Public Session:**

Morgan polled the Board for a non-public session under RSA 91-A:3, II (a) for a personnel matter at 3:30 PM. Roll call vote was taken. Freeman answered yes, Martin answered yes, and Morgan answered yes. Morgan made a motion to adjourn the non-public session at 3:40 PM. Freeman seconded. A unanimous vote was taken.

The work session reconvened at 3:40 PM.

**Review of Red Folders, Accounts Payable and Payroll Manifests:**

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

Being no further input, the work session was adjourned.

Adjourned at 4:05 PM.

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Richard H. Morgan, Chairman

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Robert C. Freeman

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Martha B. Eldridge

To be approved 3/19/2018