

**Selectmen's Work Session
Monday, November 26, 2018**

Chairman Morgan called the Work Session to order at 2:00 PM. The following meeting was held in the upstairs conference room at Town Hall. Present were Selectmen Richard Morgan, Sandra Martin, and Martha Eldridge, and Ellen White, Town Administrator, who recorded the minutes. Also present were Brad Harriman, Public Works Director, Wayne Eldridge, Water & Sewer Superintendent, and Scott Clang from Granite State Rural Water Association.

Water System Update:

Clang provided and reviewed a spreadsheet showing the activity of the water system including an overview of the budget, and billing and collections. For a total of 345 customers on the system, the amount of billable water reduced from 15.3 million gallons in 2017 to 11.8 million gallons in 2018. Discussion ensued. The question was raised as to whether the system was pumping more due to leaks that have since been repaired. W. Eldridge stated that a major leak was detected in September and does not think that is the case. The type of reports that were used to provide this calculation differed so a recalculation of the figures will be completed and presented after the close of the year for further discussion. Current rates are just shy of \$6.00 and the base rate is \$56.80. Further discussion took place on the revenue shortfalls and suggested rates to sustain the system.

Clang and Eldridge were dismissed at 2:57 PM.

Discussion:

Harriman reviewed the interviews that took place earlier in the day for the Truck Driver position. White was asked to follow up on the references provided. Harriman was dismissed at 3:05 PM.

Review of Red Folders, Accounts Payable and Payroll Manifests:

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

Budget Review:

White informed the Board that Kevin Straughan left a message earlier that Agape Ministries Servants, Inc. would like to withdraw their application for funding. The budget requests for Ossipee Concerned Citizens and Daycare were received today. White stated that she still does not have the final figures for the property liability, workers compensation and unemployment insurances. Based on year-to-date expenditures, a 5 % increase is justifiable but she recommends level-funding the request at \$124,500 due to classification corrections being made to the workers compensation insurance and current balance of the unemployment insurance self-insured fund.

Discussion:

White informed the Board of an issue with a stale voided check from 2015 that was presented and processed for payment after a duplicate check had been issued and honored in 2015.

Discussion took place on the tax rate. White will be reaching out to Michelle Clark at NH DRA to review the increase and determine what prompted an increase in the Town rate this year.

Martin questioned the status of the new phone system. White stated that she is still working with RMON Networks to complete the necessary upgrades to make the new phone system function properly.

Being no further input, the work session was adjourned. Adjourned at 3:45 PM.

Richard H. Morgan, Chairman

Sandra P. Martin

Martha B. Eldridge

To be approved 12/3/2018