

**Selectmen's Workshop**  
**Monday, October 6, 2014**

Chairman Morgan called the workshop to order at 3:07 PM. Present were Selectmen Richard Morgan, Robert Freeman and Franklin Riley, and Ellen White, Town Administrator, who recorded the minutes. Also present were Ron Adams, Conservation Commission Chairman, Kellie Skehan, Town Clerk/Tax Collector, and Natalie Hall, Treasurer.

Morgan announced the purpose of the workshop is to discuss the timber management agreement presented to the Selectmen for the Sumner Brook property. Ron Adams stated that the Forester, Richard Gerard, requested that a thinning of the property take place as part of the forest management plan. He further stated that it has been 10 years since it was last thinned.

Morgan questioned whether it would cost money to have the property logged. Adams answered that the Conservation Commission is anticipating proceeds from the timber sale of \$5,000-\$7,000. Freeman questioned who receives the proceeds. Adams answered that the Conservation Commission receives them per the deed. Freeman requested a copy of the document. Morgan asked if the Conservation Commission had voted to have the work done. Adams confirmed.

Morgan discussed an old fund where timber proceeds were collected to be used to assist the elderly with heating assistance. He stated that he would like to reintroduce this type of fund.

Adams informed the Board that the renters of the Sumner Brook property are still researching solar to reduce the electricity costs. He added that they do not want to make the commitment without a lease renewal commitment from the Town. Discussion took place on the rental fees. Adams was dismissed at 3:10 PM.

Elaine Sherman, Finance Manager, entered the workshop for discussion on finance. White discussed the status of the MS forms due to the Department of Revenue. She stated that West Ossipee Fire Precinct's MS-34 is the only outstanding form. Morgan made a motion to hold their appropriation until the required documents are filed. Freeman seconded. A unanimous vote was taken.

White questioned how much had been borrowed from the TAN note. Hall answered that \$950,000 has been borrowed and \$1.5 million remains. She added that the amount borrowed is approximately \$350,000 more than was borrowed at this time last year.

Skehan discussed the possibility of sending reminder notices in September to those who have not paid their July tax bill. The cost of the mailing will be researched and discussed further at a later date. Riley questioned whether a listing of unpaid taxes should be listed in the Town Report. Skehan answered that Tamworth was advised not to do this by their legal counsel, which is also Ossipee's legal counsel.

Skehan stated that to date \$235,000 has been collected in interest as a result of late payments.

Morgan questioned if property taxes could be paid online. Skehan confirmed. Discussion took place on the possibility of allowing payments by credit card. Skehan discussed a recent situation with a taxpayer that led to his request for consideration of allowing credit cards as payment. Skehan stated that her software has the capability and she is researching it. She added that the Selectmen's Office would have to have a stand-alone system. Sherman discussed the need for additional journal entries and another bank account if the Town were to allow credit card processing.

White stated that she spoke with the auditor and they are willing to add in a response from the Selectmen to the 2013 audit on the items that are in progress or have been corrected in 2014. Response will be generated for the following items: Purchasing Policy, Capital Assets, Employee Evaluations, Investment Policy, and Computer Use. White will also inform them of the monthly Department Head meetings and finance meetings that are taking place.

White stated that the auditor is also on board with moving the audit review up to earlier in the year.

Skehan, Hall, and Sherman were dismissed at 3:47 PM.

David Senecal, Zoning Enforcement Officer, entered for discussion on temporary housing. Senecal informed the Board that the temporary trailer on Dorrs Corner Road was removed at some point over the weekend. Freeman stated that someone is living in the camper next to the service garage at Indian Mound. Morgan asked Senecal to document his progress. Senecal will reach out to Brad Leighton to get the camper removed. Senecal was dismissed at 4:57 PM.

White informed the Board that the interviews for the Assessing Clerk position will take place on Wednesday.

Being no further input, the workshop was adjourned.

Adjourned at 4:00 PM.

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Richard H. Morgan, Chairman

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Robert C. Freeman

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Franklin R. Riley

To be approved 10/20/2014