

**Selectmen's Workshop**  
**Monday, December 15, 2014**

Chairman Morgan called the workshop to order at 3:05 PM. Present were Selectmen Richard Morgan, Robert Freeman and Franklin Riley, and Ellen White, Town Administrator, who recorded the minutes. Also present was Brad Harriman, Public Works Director.

Harriman informed the Board that Ron Davis has informed him of a planned retirement after the first of the year. Discussion took place on how the appointment of the position will be handled and whether a vacancy created from the appointment will be filled. The Board agreed that a date of retirement needs to be defined before any action is taken to advertise opening(s).

Riley discussed an issue with snow removal at the Mountainview Station. Harriman will look into this further. Harriman was dismissed at 3:20 PM.

Discussion took place on the Secretary vacancy for the Land Use Boards.

Chester "Ski" Kwiatkowski, Planning Board Chairman, entered for discussion at 3:30 PM. "Ski" informed the Board that ZBA Chair Jean Simpson is unable to attend but they had discussed the vacancy and he is prepared to speak on behalf of both Boards.

Morgan stated there to be an immediate need to fill the vacancy and suggested the Land Use Boards work with the Selectmen to fill a position that could potentially have other roles and responsibilities such as minute's transcription of the Conservation Commission meetings. Discussion on RSA 673:16 ensued.

"Ski" questioned how the Town would support assistance with the meetings in the interim. Morgan answered that it depends on how willing the Land Use Boards are to work with them in filling the position.

"Ski" requested the 2014 unused wages be encumbered. White answered that wages cannot be encumbered and suggested the respective Boards adjust their budgets prior to Public Hearing if they are concerned with not having enough funds to support the position. Morgan stated that if they were able to allow use of the position for other tasks as suggested, the Selectmen have the ability to absorb overages for part-time wages.

White stated that a job description needs to be developed prior to advertising the position so an applicant knows what they are applying for. She further stated that there is not one in existence that she has been able to be located but will provide some sample job descriptions she compiled.

"Ski" stated he will speak with Jean Simpson for her input. "Ski" was dismissed at 3:50 PM.

E. Morton Leavitt, Cemetery Trustee, entered for discussion at 3:50 PM.

Leavitt provided the Board with a topography sketch of properties that abut the Ossipee Cemetery. He stated that the land contours may create too much challenge for expansion.

Leavitt also suggested the Town purchase a larger tract of land for a new Town cemetery rather than expanding the existing cemeteries.

Leavitt spoke on the requirements and Town obligations in respect to abandoned cemeteries. He added that a statement was made during a Budget Committee meeting and he wanted to clarify that a cemetery must be neglected for 20-years or more to be eligible for the Town to take over then it would happen by a vote at Town Meeting.

Leavitt stated that he agreed to fill the position of Cemetery Trustee until the end of the year and he will not be pursuing the position further, thus announcing his resignation. He stated that Roy Barron, Cemetery Trustee Chairman, has found someone willing to fill Leavitt's position and will be introducing him tonight. Leavitt stated that he will continue to assist Barron in the interim.

Leavitt informed the Board of one remaining deed discrepancy he came across. He also suggested the price of the lots be reviewed as Ossipee's pricing is lower than most.

Being no further input, the workshop 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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Franklin R. Riley

To be approved 12/22/2014