

**Selectmen's Workshop**  
**Monday, January 4, 2016**

Chairman Morgan called the meeting to order at 3:05 PM. Present were Selectmen Richard Morgan, Franklin Riley and Robert Freeman, and Ellen White, Town Administrator, who recorded the minutes. Also present was Kellie Skehan, Town Clerk/Tax Collector, Harry Merrow, Treasurer, and Elaine Sherman, Finance & Benefits Administrator.

Merrow reported the General Fund balance to be \$2,282,054.80.

Skehan stated that \$1.3 million remains uncollected. She will be sending out reminder notices in February and lien notices in March and anticipates that an additional \$700,000 will be collected by June. Skehan also reported that approximately \$33,000 has been collected in advance for future tax.

White questioned whether the Tax Anticipation Note had been paid off. Merrow confirmed and reported that the interest on the note was \$6,166.

Discussion took place on the upcoming school payments for a total of \$2.6 million due through March.

Discussion took place on the Tax Anticipation Note. The Board encouraged Merrow to apply for the Note early. Merrow suggested reducing the borrowed amount to \$2 million from \$2.5 million. The Board was not in favor of the reduction. Morgan stated that he is hopeful that they will not have to borrow but is unsure with the highway garage addition. Sherman questioned how soon before construction would begin. Riley responded that they are prepared to break ground following Town Meeting approval.

Sherman reported that a \$40,000 reimbursement was received from the State of NH DOT for the Whittier Covered Bridge as well as \$660 toward the milfoil. The money has been turned over to the Trustees of Trust Funds but the total of both was deposited into the Whittier Covered Bridge Fund and will need to be corrected. The balance of the Invasive Species Control Fund was noted at just shy of \$19,000.

Riley commented that there has been great progress on addressing the tax delinquencies.

Sherman informed the Board that a request for reimbursement from the Trustees has been updated to reflect the funds coming from the Bridge Replacement and/or Repair Fund to cover the expenses paid on the Valley Road Bridge.

Discussion took place on the Whittier Covered Bridge. White stated that \$134,000 will be available for Phase III once the rest of the reimbursements come in from the State of NH DOT and L-CHIP grant.

A cutoff date for the processing of 2015 invoices was set for Friday, 1/8/2016. White will send notice to all Department Heads.

Sherman questioned if the insurance proceeds received for the Sumner Brook chimney repair are to be returned to the Conservation Commission. White confirmed.

Merrow discussed a potential warrant article for the purchase of a public beach on Ossipee Lake. Discussion ensued. The Board was in agreement that it is a good plan for future, but not this year.

Skehan questioned if the Board will be putting together a warrant article to abolish the Water & Sewer Commission. The Board confirmed. Discussion took place on the licensure requirements, staffing and the system's needs. Additional discussion took place on the budget and the department's recent purchase of a new vehicle. White was asked to follow up with Attorney Sager for his opinion on how to proceed with taking the department back over.

Morgan reviewed the history of the water bond.

White reported that the audit has been officially confirmed for the week of 1/25/2016. Merrow stated that he has a backup of the previous accounting system but no computer to run it on. Discussion took place on the reports he will be required to provide during the audit.

White informed the Board that Cemetery Trustee Roy Barron will not be turning in the Cemetery checkbook that still has a balance remaining, and that the auditors will have to schedule a time to review the Cemetery records. Discussion took place on how to proceed with the closure of the account.

Skehan, Sherman and Merrow were dismissed at 4:05 PM.

Morgan requested that a meeting be scheduled on Wednesday, 1/6/2016 at 2:00 PM for discussion on the warrant articles.

Being no further input, the workshop was adjourned.

Adjourned at 4:10 PM.

---

Richard H. Morgan, Chairman

---

Franklin R. Riley

---

Robert C. Freeman

To be approved 1/11/2016