

Selectmen's Department Head Meeting & Workshop
Monday, July 11, 2016

Chairman Riley called the workshop to order at 2:30 PM. Present were Selectmen Franklin Riley, Robert Freeman, and Richard Morgan, and Ellen White, Town Administrator, who recorded the minutes. Also present was Steve McConarty, Zoning Enforcement Officer.

McConarty updated the Board on an ongoing construction project requiring a variance and/or special exception. Discussion took place on issuing a cease and desist letter until the proper approvals are granted.

McConarty informed the Board that he has issued hazardous building letters to the property owners of 44 Danville Road and 44 Bay Point Road with a request for response with a plan of action within 10-days. McConarty reviewed several other properties he is working on that have existing safety concerns.

McConarty reviewed the building permit fees in comparison to what is being charged by surrounding towns. Additional discussion took place on the building permit requirements. Additional discussion will take place at a later date.

McConarty was dismissed at 3:15 PM.

Police Chief Jim Eldridge entered at 3:15 PM. He distributed a proposal for a part-time Prosecutor for the Boards' review. Discussion ensued.

Discussion took place on the Dog Officer position.

Eldridge was given a draft copy of the updated Outdoor Event Ordinance for review.

Eldridge was dismissed at 3:42 PM.

The Board then moved down to the Bub Avery Memorial Gymnasium for discussion on the Main Street Program with Board Member Ralph Wurster.

Wurster questioned how the events to be held at the Main Street Gazebo should be scheduled. It was agreed by all that the Contract for Use of Facilities form would be used for all events, with the schedule verified by Peter Waugh, Recreation Director, and copies of all events to be forward to the Main Street Program.

Wurster discussed the garden maintenance at the Main Street Park. The Main Street Program will continue to weed, mulch and feed the trees in the park as well as maintain the flower garden, and the tree pruning will be handled by the Laborer position with guidance given from Wurster.

Wurster expressed concern with a section of the lawn by the gazebo and questioned if the irrigation system is working properly. This will be brought to the attention of Public Works Director Brad Harriman.

Wurster stated the exterior of the Main Street building is in need of being repainted. Discussion took

place on the rehabilitation of the building that took place when the Main Street Program took it over. The Board agreed that the exterior painting should be the Town's responsibility.

Wurster questioned if the Board knew anything about a variance proposed by the Indian Mound Property Owner's Association. The Board was not aware of any.

Being no further input, the meeting was adjourned.

Adjourned at 4:00 PM.

Franklin R. Riley, Chairman

Robert C. Freeman

Richard H. Morgan

To be approved 7/18/2016