

Selectmen's Work Session & Non-Public Session
Monday, September 9, 2019

The following meeting was held in the upstairs conference room at Town Hall. Present were Selectmen Sandra Martin, Martha Eldridge, and Susan Simpson, and Ellen White, Town Administrator, who recorded the minutes.

Chairman Martin called the meeting to order at 2:30 PM.

Review of Red Folders, Accounts Payable and Payroll Manifests:

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

Discussion:

Martin distributed copies of proposed revision to the Sign Ordinance for review. Discussion ensued. It was confirmed that proposed revisions would go through the same public hearing process as a Zoning Ordinance amendment which would then go on to Town Meeting for vote.

Discussion took place on lending chairs and tables for use outside of a Town Hall function. The Board agreed to continue to disallow this. The tables and chairs are available for use in the Town Hall only.

White provided updates on Highway Department-related matters. She informed the Board that Highway Foreman Bill Eldridge has been very helpful. The sidewalk site work is just about wrapped up with the subcontractors coming in starting the week of 9/23/2019. Tires have been ordered for the grader and will arrive this week. Tires needed for Truck #6 were ordered and installed. The Ford F-550 was repaired at Granite Ford and will be transferred to the Transfer Station as soon as the new F-550 is fully equipped and road-ready.

Martin questioned whether the compactor has been ordered for the Transfer Station. White responded that the money raised in a 2012 Warrant Article was turned back in to the General Fund last year as it had not been expended for 6 years. White will verify whether it is still a needed piece of equipment to purchase. Discussion took place on the two Solid Waste Capital Reserve Funds. White stated that one is for equipment replacement and the other is for improvements to the facility. The question of whether they can be combined was asked. White stated that one would have to be dissolved at Town Meeting, the funds turned back in to the General Fund, and then added to the fund they would like to keep.

A letter of resignation was received from Public Works Director Brad Harriman. This will be announced at tonight's Selectmen's Meeting. White verified with the Board the timeframe for the advertising of the job opening. She will be contacting Municipal Resources, Inc. to determine their cost for providing their services in the job search and for availability for an interim Public Works Director.

White presented the Board with a draft schedule of the 2020 budget review. She will verify the dates for the Budget Committee's review and distribute to all departments, boards and committees by the end of the week. The budget review process is scheduled to commence on 9/30/2019.

Non-Public Session:

Present was Kellie Skehan, Town Clerk/Tax Collector. Martin polled the Board for a Non-Public Session pursuant to RSA 91-A:3, II (c) for a tax matter at 3:30 PM. Martin answered yes, Simpson answered yes, and Eldridge answered yes. Martin made a motion to adjourn the Non-Public Session at 3:37 PM. Eldridge seconded. A unanimous vote was taken.

Discussion took place on potential warrant articles for a pavilion at Constitution Park and expanding the equipment at the playground. Further discussion took place on establishing a capital reserve account for the maintenance and upkeep needs of the parks and playgrounds. White informed the Board that the Town has been approved to apply for grant funds with the Land and Water Conservation Fund, the same grant funds that were used to establish the conservation trails at Constitution Park. Craig Brady, Recreation Director, will be reporting this at Selectmen's Meeting tonight.

White was asked to look into the purpose of the Town Beach Capital Reserve Fund to see if the funds can be used toward Parks & Recreation.

Being no further input, the work session adjourned. Adjourned at 3:58 PM.

Sandra P. Martin, Chairman

Martha B. Eldridge

Susan J. Simpson

To be approved 9/16/2019