

**Selectmen's Work Session & Non-Public Session
Monday, July 29, 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 3:00 PM.

Review of Red Folders, Accounts Payable and Payroll Manifests:

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

White informed the Board of a few employee absences and others on leave.

Discussion took place on offering health insurance coverage under COBRA to ex-spouses. The Board agreed that coverage would be provided for 36-month and any change in plan cost would be the responsibility of the ex-spouse of the covered employee.

A separation package for a retiring employee was presented for review.

Steve McConarty, Zoning Enforcement Officer, entered at 3:20 PM. Discussion took place on a door repair at the Transfer Station. The invoices will be processed for payment but McConarty was asked to sign off on the repair. Additional discussion took place on the approval process for repairs on government buildings that are to be approved by McConarty versus those to be approved under a Department Head's authority.

McConarty informed the board that Mr. Lungo has provided various proofs of the coffee caboose and other business activity to prove active business last year. McConarty stated that Mr. Lungo and family will be present at the Selectmen's Meeting for any questions.

McConarty presented a request for hardship exemption related to the Sign Permit Application filed by Angel Montanez. The Board will review the request at the regular meeting.

Martin questioned a request received for a refund of a Sign Permit Application that was rescinded by the applicant. Simpson explained that the fees collected are for administrative review and are therefore not refundable.

McConarty was dismissed at 3:27 PM.

White informed the Board that a small claims filing for past due Transfer Station fees was paid in full this morning. Another small claims filing for a voided check that was cashed is still to be collected.

Kellie Skehan, Town Clerk/Tax Collector, entered at 3:30 PM.

Non-Public Session:

Martin polled the Board for a Non-Public Session pursuant to RSA 91-A:3, II (c) for a tax matter at 3:31 PM. Martin answered yes, Simpson answered yes, and Eldridge answered yes. Martin made a motion to adjourn the Non-Public Session at 3:43 PM. Eldridge seconded. A unanimous vote was taken. Skehan was dismissed.

White informed the Board that only two applications have been received in response to the second advertising for a cleaner. She has reached out to a company to see if they would be interested in subcontracting the service until someone is hired.

White advised the Board that everything has been arranged for the Employee of the Year luncheon to take place on Monday, 8/5/2019.

Being no further input, the work session adjourned. Adjourned at 3:53 PM.

Sandra P. Martin, Chairman

Martha B. Eldridge

Susan J. Simpson

To be approved 8/5/2019