

**Selectmen's Meeting
Monday, April 1, 2019**

These minutes were recorded by Ellen White, Town Administrator. The meeting was held in the Bub Avery Memorial Gymnasium at Town Hall.

Call to Order:

Chairman Martin called the meeting to order at 4:15 PM.

Martin opened the meeting with the Pledge of Allegiance.

Attendance by Roll Call:

Present were Selectmen Sandra Martin and Susan Simpson. Selectman Martha Eldridge was absent (excused).

Public Input:

None presented.

Meeting Minutes:

Martin stated that the minutes from the Selectmen's Meeting held on 3/25/2019 will be posted to the website in draft form but will not be approved until a quorum of the Board present at that meeting is available to approve them.

Martin made a motion to seal the minutes from the Non-Public Session held pursuant to RSA 91-A:3, II (d) for an acquisition. Simpson seconded. A unanimous vote was taken.

Accounts Payable & Payroll Manifests:

The Payroll & Benefits Voucher was submitted for the week ending 3/30/2019 in the amount of \$153,361.49. The Accounts Payable Voucher was submitted for the week ending 3/25/2019 in the amount of \$34,059.39. The Water & Sewer Accounts Payable Voucher submitted for the week ending 3/25/2019 was in the amount of \$6,463.40. Martin made a motion to approve and sign the vouchers. Simpson seconded. A unanimous vote was taken.

Water & Sewer Red Folder:

A Water & Sewer Warrant in the amount of \$84,397.35 for second quarter water & sewer billing was presented for signatures. Martin made a motion to approve the warrant. Simpson seconded. A unanimous vote was taken.

A Payroll Reimbursement Request issued to the Water & Sewer Department for the payroll week ending 3/30/2019 was submitted in the amount of \$3,252.48. Simpson made a motion to sign the request. Martin seconded. A unanimous vote was taken.

Review of Red Folder:

The Transfer Station Work Log was received for the week ending 3/30/2019. Martin read the work completed at the Transfer Station.

A Timber Tax Warrant in the amount of \$1,098.13 from the Report of Cut submitted by the Fred Bickford Trust (Map 101, Lot 5, Sub Lot T) was presented for signatures. Simpson made a motion to approve the warrant. Martin seconded. A unanimous vote was taken.

A Timber Tax Warrant in the amount of \$3,070.61 from the Report of Cut submitted by Maxfield Property Holdings, Inc. (Map 101, Lot 1) was presented for signatures. Simpson made a motion to approve the warrant. Martin seconded. A unanimous vote was taken.

A Timber Tax Warrant in the amount of \$2,616.07 from the Report of Cut submitted by Lee Steege Hobbs, POA for et al (Map 18, Lot 11) was presented for signatures. Simpson made a motion to approve the warrant. Martin seconded. A unanimous vote was taken.

A Timber Tax Warrant in the amount of \$4,425.83 from the Report of Cut submitted by Marcorm LLC (Map 277, Lot 4 and Map 278, Lot 1) was presented for signatures. Simpson made a motion to approve the warrant. Martin seconded. A unanimous vote was taken.

A Timber Tax Warrant in the amount of \$13,672.52 from the Report of Cut submitted by Ossipee Aggregates Corp. (Map 267, Lot 4 and Map 267, Lot 8) was presented for signatures. Simpson made a motion to approve the warrant. Martin seconded. A unanimous vote was taken.

A Timber Tax Warrant in the amount of \$0.00 from the Report of Cut submitted by Tom Fadden and Harold Whittaker (Map 240, Lot 4) was presented for signatures. Simpson made a motion to approve the warrant. Martin seconded. A unanimous vote was taken.

Department Head Reports:

Recreation Department – Craig Brady, Recreation Director, announced spring programs including Lil Pro's Basketball on Thursdays, Flag Football on Mondays, and Travel Soccer for grades 4-6. He announced the Annual Easter Egg Hunt will take place on Saturday, 4/20/2019 in a joint effort with the Ossipee Old Home Week Committee. Brady also presented the spring Community Brochure for programs offered by the Recreation Department and Library now available at the Town Hall, Recreation Department, Library, and on the Town website.

Highway Department – Brad Harriman, Public Works Director, stated that the Highway Department has been busy completing pothole repair and is awaiting spring's arrival. The bids for the sidewalk project are in the folder for review. Harriman stated that he has not received a recent update on the Whittier Covered Bridge but it is to be put out bid for the final phase in mid-April, with construction commencing this summer. Discussion took place on placing visually appealing shrubs and plantings in the center of the roundabout at the intersection of Routes 28 & 171.

Transfer Station – Harriman announced the Earth Day Free Collection Day is scheduled for Saturday, 4/20/2019 and the Transfer Station employees have been busy pushing snow banks back and making room for the excess items that come in. The Department has been busy creating bales and doing routine recycling. Martin briefly discussed the Town of Tamworth which has eliminated their recycling program and the cost of hauling is half of what Ossipee is paying. Harriman responded that the volume needs to be compared. Martin questioned who is responsible for the snow removal on top of the containers which collapsed to snow load this winter. Harriman responded that the containers have been known to be weak for several years and bracing has added to get them through.

Water & Sewer Department – Wayne Eldridge, Water & Sewer Supervisor, reported that the meter reading went very well using the remote system; a process that once took 1-1/2 days and now takes approximately 1-1/2 hours. Eldridge stated that the Department attempted to free up a frozen water line last week but was

unsuccessful. Eldridge will be working on submitting the required water consumption and chemical reports to the State as required.

Police Department – Joe Duchesne, Police Chief, presented the Board with a statistics report and reviews them. A total of 198 incidents were responded to in the month of March.

Martin announced that reports for all departments will be posted on the Town's website.

Town Clerk/Tax Collector – Kellie Skehan, Town Clerk/Tax Collector, provided the Board with a report of Town Clerk fees and taxes collected for the month of March. Skehan stated she will begin processing liens on 4/23/2019. She encouraged those who are behind on their property taxes to make payment agreements prior to the deadline. Skehan stated that tax bills will be going out in early May with a 7/1/2019 due date.

Zoning Enforcement/Government Buildings – Steve McConarty, ZEO, reported that he has been busy dealing with health issues at an apartment building as well as pulling together building permit information for 270 units to be raised at Westward Shores Campground to be FEMA-compliant. Other projects such as the attic cleanout, bath and hall renovations, and painting are in the process of being completed at Town Hall. In the building department, McConarty noted more commercial than residential permitting is in the works.

Review of Red Folder Continued:

The Highway Department Work Log was received for the week ending 3/30/2019. Simpson read the work completed by the Highway Department.

The minutes of the Ossipee Economic Development Committee meeting held on 3/18/2019 were presented for review.

A Contract for Use of Facilities was received from Jessica French requesting use of the Bub Avery Memorial Gymnasium on 4/28/2019 for a birthday party. The scheduled has been verified and applicable deposit has been received. Martin made a motion to approve the contract. Simpson seconded. A unanimous vote was taken.

The Board received a letter from the Town of Freedom inviting them to attend a joint meeting on 4/22/2019 at 6:00 PM to discuss the ambulance contract due to expire on 3/31/2020. Martin requested the invitation be extended to the Fire Chiefs in each precinct.

The Board received a letter from Leo Maestranzi requesting an extension until June for the Intent to Cut Wood or Timber filed for the property located at 50 Route 25 West (Map 8, Lot 18). Simpson made a motion to approve the request. Martin seconded. A unanimous vote was taken.

The Board received a programming update from Charter Communications.

The Intersection of Routes 28 & 171 Roundabout Landscaping Agreement was presented for review. White stated that she reached out the Garden Club to see if they would be willing to take on the maintenance and it will be discussed at their next meeting on Thursday.

The Tax Anticipation Note documents were presented for signatures. Martin announced the application is for borrowing authority of up to \$2.5 million and \$1.6 million was borrowed in 2018. Martin made a motion to sign the documents. Simpson seconded. A unanimous vote was taken.

The Consent Calendar Agenda from the meeting of the Governor and Executive Council held on 3/28/2019 was presented for review.

The quotes were received for the installation of 600' of 4' fencing at Constitution Park for a dog park. The quotes received are as follows:

McGuirk Fence Company	\$ 8,000
Good Neighbor Fence	\$ 9,300
American Fences, Inc.	\$13,200

Brady recommends awarding the contract to McGuirk Fence Company. Martin made a motion to proceed with McGuirk Fence Company. Simpson seconded. A unanimous vote was taken.

The Board received a memo from Harriman reviewing the breakdown of aggregate material to be purchased under the gravel line item:

Evans Brothers (Berry Pit)	\$25,000
Ossipee Aggregates	\$25,000
Green Oaks Pit (Duncan Lake)	\$15,000

Martin made a motion to create an open purchase orders for these vendors/amounts. Simpson seconded. A unanimous vote was taken.

The Board received a memo from Harriman reviewing the quotes received for the curbing, concrete aprons, and paving for the sidewalk project (attached to these minutes). Martin made a motion to award the contract for granite curbing to Tri State Curb in the amount of \$14,832.60; the concrete aprons to Tri-State Curb in the amount of \$16,938.00; and the paving to R&D Paving in the amount of \$11,040.00. Simpson seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received from the Main Street Program requesting use of the Bub Avery Memorial Gymnasium on 6/1/2019 for a Penny Sale, 7/26/2019 and 8/16/2019 for Bingo. The scheduled has been verified by Craig Brady, Recreation Director. Martin made a motion to approve the contract. Simpson seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received from the Carroll County Attorney's Office Sexual Assault Resource Team requesting use of the Freight House on the last Thursday of the month for a monthly meeting. The scheduled has been verified. Martin made a motion to approve the contract. Simpson seconded. A unanimous vote was taken.

An Intent to Excavate was received from Ossipee Aggregates Corp. for the property located at 368 Route 16 (Map 266, Lot 7). The intent is to excavate 80,000 cubic yards of gravel, 675,000 cubic yards of sand, and 68,000 cubic yards of stone products and the taxes are paid. Martin made a motion to approve the intent. Simpson seconded. A unanimous vote was taken.

An Intent to Excavate was received from Ossipee Aggregates Corp. for the property located on Granite Road (Map 130, Lot 10). The intent is to excavate 25,925 cubic yards of sand and the taxes are paid. Martin made a motion to approve the intent. Simpson seconded. A unanimous vote was taken.

An Excavation Tax Warrant in the amount of \$666.32 was presented for signatures. Martin made a motion to approve and sign the warrant. Simpson seconded. A unanimous vote was taken.

A Discretionary Preservation Easement Application was received from Francis Lord for the property located at 20 Covered Bridge Road (Map 7, Lot 1). The Assessor has reviewed the application and all required information has been submitted. Martin made a motion to approve the application. Simpson seconded. A unanimous vote was taken.

New Business:

Department Head Reporting – Took place earlier in the meeting.

Old Business:

Whittier Covered Bridge – Discussed earlier in the meeting.

Sidewalk Project – Discussed earlier in the meeting.

Intersection of Routes 28 & 171 Roundabout Landscaping Agreement – Tabled

Public Input #2:

None presented.

Non-Public Session:

Not applicable.

The next meeting will take place on Monday, April 8, 2019 at 4:15 PM.

Adjournment:

Being no further input, Martin made a motion to adjourn. Simpson seconded. A unanimous vote was taken.

Adjourned at 5:01 PM.

Sandra P. Martin, Chairman

ABSENT
Martha B. Eldridge

Susan J. Simpson

To be approved 4/8/2019