

**Selectmen's Meeting**  
**Monday, June 22, 2015**

Chairman Morgan called the meeting to order at 4:15 PM. Present were Selectmen Richard Morgan, Franklin Riley and Robert Freeman, and Ellen White, Town Administrator, who recorded the minutes.

Morgan opened the meeting with the Pledge of Allegiance.

Morgan made a motion to approve the minutes from the Selectmen's Meeting held on 6/15/2015. Freeman seconded. A unanimous vote was taken.

The Payroll Voucher was submitted for the week ending 6/20/2015 in the amount of \$39,106.44. Morgan made a motion to approve and sign the voucher. Freeman seconded. A unanimous vote was taken.

The Accounts Payable Voucher was submitted for the week ending 6/13/2015 in the amount of \$956,027.72 including a school payment of \$906,330.00. Morgan made a motion to approve and sign the voucher. Freeman seconded. A unanimous vote was taken.

Morgan expressed gratitude to the Finance Team for being an integral part of cash flow and planned purchasing resulting in keeping up with the bill payments without having to borrow against the TAN note. Morgan added that open communication and policy changes implemented have proven to be effective.

The Investment Policy was presented for its annual review per RSA 41:9. Morgan stated that the Board has reviewed it and the only change they will be making is for the Treasurer to provide copies of bank statements or other financial documentation to the Board of Selectmen upon request rather than monthly in an effort to reduce paper. Morgan made a motion to adopt the revised Investment Policy. Freeman seconded. A unanimous vote was taken.

The Highway Department Work Log was submitted for the weeks ending 6/13/2015 and 6/20/2015.

An Agreement between Ossipee Mountain Estates Cooperative, Inc. and the Town of Ossipee was presented for review. Morgan stated that there are several manufactured housing units located in the Cooperative that the Town has liens on for delinquent property taxes, and the units have been left abandoned by the property owners. This has held up the properties from being transferred or demolished. Morgan read the agreement which has been drafted by the Town Attorney and the Cooperative's Attorney which results in the Town taking the units by Tax Collector's Deed, and then auctioning the units to Ossipee Mountain Estates Cooperative, Inc. so they are able to take title to rehabilitate or demolish the units as necessary. The agreement holds the Cooperative responsible for enforcing their own rules of making sure the property taxes in addition to the rent are current on the units located in the Cooperative. Morgan made a motion to sign the Agreement. Freeman seconded. A unanimous vote was taken.

Morgan read a new policy regarding tax payment agreements. The policy reiterates a taxpayer's responsibility to pay their fair share of the property taxes, and also reviews the payment plans that may be considered by the Board of Selectmen. A copy of the policy is attached to these minutes. Morgan made a motion to adopt and sign the policy. Freeman seconded. A unanimous vote was taken.

Two quotes were received from Jay Hounsell for additional masonry repairs at the Library, and for chimney work to be completed at the Town Hall. Brad Harriman, Public Works Director, reviewed the items requested as a change order for the Library, as well as the issue with the chimney at Town Hall. Harriman reported that the masonry repairs at the Library should be completed this week and the roof will then be ready for re-roofing. Harriman added that he is happy with the work that has been completed by Hounsell. A review of expenditures for the Library roof repair estimates that the project cost will come in around \$20,000 less than

the amount raised in the Warrant Article. Morgan made a motion to approve the change order to the Library roof and approve the chimney repair at the Town Hall. Freeman seconded. A unanimous vote was taken.

A parcel of land located on Map 23, Lot 4 was discussed as the property owner would like to donate it to the Town. Riley made a motion to forward the information to the Conservation Commission for their opinion, then schedule a public hearing. Morgan seconded. A unanimous vote was taken.

Morgan announced that Police Chief James Eldridge was recognized as the Employee of the Year during a luncheon held at noon today. Morgan stated that Eldridge was well deserving of the award.

A letter addressed to the Police Department in response to thank you note written by Cher Riley was presented for signatures. The letter thanks the Department for their efforts and participation in the Relay for Life's Touch-A-Truck event. Morgan made a motion to sign the letter. Freeman seconded. A unanimous vote was taken.

An agreement between the Town and Attorney Sager to hold a public auction of properties owned by the Town was presented for signatures. Morgan stated that an auction will be held in September and all properties sold will be subject to a 10% buyer's fee, but there will be no cost to the Town. Morgan made a motion to sign the agreement. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to Jay K. Hounsell General Construction in the amount of \$3,530.00 for additional repairs to the Library was presented for signatures. Morgan made a motion to approve the Purchase Order. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to Jay K. Hounsell General Construction in the amount of \$2,832.00 for chimney repairs at the Town Hall was presented for signatures. Morgan made a motion to approve the Purchase Order. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to Central Tire Co., Inc. in the amount of \$2,772.80 for tires for the Transfer Station's backhoe was presented for signatures. Morgan made a motion to approve the Purchase Order. Freeman seconded. A unanimous vote was taken.

A Purchase Order payable to Diamond Ledge Electronics in the amount of \$6,970.00 for equipment for the new 2015 Chevrolet Caprice cruiser was presented for signatures. Morgan made a motion to approve the Purchase Order. Freeman seconded. A unanimous vote was taken.

The Board received a letter from Tri-County Community Action Program Inc. informing them of a consolidation of several Community Contact Offices. Morgan stated that the office located in Tamworth is not affected.

The Board received a copy of a check received from Northeast Resource Recovery Association in the amount of \$15,598.74 for aluminum recycling.

The programming update was received from Time Warner Cable.

The Board received a thank you note from Jacquelyn Brown, a recipient of the Lyford Merrow Scholarship Award.

The Board received a letter from Highway Foreman Bill Eldridge informing them that Scott Riley and Chris Seamans, employees of the Highway Department, took on the project of changing the engine cooler in the Ford F-350 plow truck, a job that would have cost the Town \$3,500. The two employees completed the task using just \$600 in parts. Harriman stated that they were also able to repair a bad turbo charger in the vehicle.

Morgan requested that a letter of thanks be sent to each of the employees for going above and beyond to save the taxpayer's money.

Morgan spoke on an incentive program he would like to implement to recognize employees when they are responsible for cost saving measures. Holyoake questioned what is needed to start the program. Morgan answered that it would have to be budgeted for and criteria would need to be established.

Freeman commented that the Highway Department did an excellent job on the Archer's Pond Bridge, another project where they were able to save money by recycling materials.

Old Business:

Whittier Covered Bridge - Morgan stated that there is a pending change order of significant cost for the Whittier Covered Bridge project that is currently being reviewed by the engineers.

Library Roof – Harriman reported that the roof is scheduled to be re-shingled mid-July.

Morgan questioned how the plans are coming along for the Highway Garage expansion. Harriman answered that he met with Bowen Corporation a few weeks ago and anticipates a quote in the next 2-3 weeks to include the engineering and scope of work.

This concluded the business portion of the meeting and Morgan opened the meeting to public input.

Public Input:

Holyoake asked what the plans are for the expansion of the Highway Department. Morgan answered that the existing garage was built in 1975 and the addition will include a mechanic's bay and additional room for vehicle storage as most equipment is currently stored in a pole barn. Morgan stated that the Board requested Harriman complete the engineering and plans this year in preparation for a Warrant Article in 2016. He added that a Capital Reserve fund previously established will assist in completing the project without having to borrow.

Holyoake asked about the status of the Board appointing a Public Information Officer. Morgan answered that he is nervous about appointing anyone outside of Town government as the Town's spokesperson. Freeman stated that the Emergency Management Department is required to have one as they were instructed by the State of NH Department of Homeland Security and Emergency Management. Riley stated that the Board needs more information before they appoint someone.

Holyoake asked if there was any movement on Hobb's outdoor events. Morgan answered that a letter was sent to Mr. Fischbein but nothing further has developed.

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

Adjourned at 5:05 PM.

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Richard H. Morgan, Chairman

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Franklin R. Riley

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Robert C. Freeman

To be approved 6/29/2015

