

Selectmen's Meeting Monday, January 13, 2020

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

Call to Order:

Selectman 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, Martha Eldridge and Susan Simpson.

Department Head Reporting:

Police Department – Joseph Duchesne, Police Chief, reported that the Police Department has been busy with a lot of motor vehicle accidents. He also advised that Officer Baker is in week 2 of the Police Academy.

Highway Department – Tony J. Eldridge, Superintendent of the Works, read the highway work log. He advised that they plowed and sanded as needed. They changed wing blades on truck 7 and plated front plow on truck 7. They set grader up for the winter and fixed exhaust on the sidewalk tractor. They are planning on picking up the new dump truck 1-14-2020. They received 3 quotes for a new loader. One is for approximately \$141,000. One is for \$144,000 and one is for \$150,000. The one for \$144,000 was dropped to \$141,000 after Eldridge spoke with the salesman and they added a warranty as well. That is the loader he is recommending. He also advised that they tried flooding the ice rink but the weather made it not possible at this time. He advised that they tested the panic buttons in the offices.

Recreation Department – Craig Brady, Recreation Director, reported that travel basketball is doing very well. All programs are going smoothly. He also advised that the ice rink will be flooded, weather permitting, by Friday, January 17, 2020.

Selectmen's Office – Matt Sawyer Jr., Town Administrator, reported that he worked on some personnel issues including the possible transfer station position. He advised they worked on department budgets and warrant articles. He also advised that he has been working with T.J. Eldridge regarding the sidewalk maintenance needs and loader purchase. He spent time working on the Town Report and advised that all reports need to be in by January 24, 2020.

Town Clerk/Tax Collector – Kellie Skehan, Town Clerk/Tax Collector, advised that the Town Clerk's Office received approximately \$22,000.00 in revenue. The Tax Collector received approximately \$177,000.00 with approximately \$123,000 coming in via online payments. Skehan advised that town election sign-ups are from January 22, 2020 to January 31, 2020 and the presidential primaries are February 11, 2020 from 8 AM-7 PM. Absentee ballots are available now.

Transfer Station – Brewster Vittum, Transfer Station Supervisor, advised that they did their normal recycling. He also advised that they have 22 tons of mixed paper ready to be shipped out but they are waiting on pricing. He is putting figures together to discuss with the Board regarding a possible increase at the transfer station.

Building Inspector– Steve McConarty, reported he has been busy with permits and inspections. He also advised that the Zoning Officer, Jonathon Smith, has been busy as well. He also advised that O’Reilly’s Auto Parts should be opening soon.

Government Buildings- Tony J. Eldridge, reported that they tested the panic buttons in the offices. He also advised that they are planning on cleaning the Main Street steps and looking into purchasing a new plow for the Government Buildings parking lots. He also has someone coming to look into a furnace issue in the garage.

Public Input:

Dick Fortin from the 6-Town Ambulance Committee asked the Board to initial the contract addendum previously signed. Chairman Martin made a motion to initial the 8 page ambulance contract. M. Eldridge seconded. A unanimous vote was taken.

Meeting Minutes:

Martin made a motion to approve the minutes from the Work Session and Non-Public session held on 1/6/2020. M. Eldridge seconded. A unanimous vote was taken.

Martin made a motion to approve the minutes from the Work Session and Non-Public session held on 1/9/2020. M. Eldridge seconded. A unanimous vote was taken.

Martin made a motion to approve the minutes from the Selectmen’s Meeting held on 1/6/2020. M. Eldridge seconded. A unanimous vote was taken.

Accounts Payable & Payroll Manifests:

The Payroll Check Voucher total was submitted for the week ending 1/11/2020 with a pay date of 1/14/2020 in the amount of \$45,769.11. Accounts Payable for the week ending 1/11/2020 is \$134,679.09. Water & Sewer Accounts Payable is \$9,984.93. M. Eldridge made a motion to approve. Simpson seconded. A unanimous vote was taken.

A Payroll Reimbursement Request issued to the Water & Sewer Department for the payroll week ending 1/11/2020 with a pay date of 1/14/2020 was submitted in the amount of \$3,455.03. M. Eldridge made a motion to sign the request. Simpson seconded. A unanimous vote was taken.

Water & Sewer Red Folder:

A Water & Sewer Warrant was presented for signatures for \$80.00 with penalties after February 14, 2020 for all sums not paid by this date. M. Eldridge made a motion to approve. Martin seconded. A unanimous vote was taken.

A Water & Sewer Warrant was presented for signatures for \$120.00 with penalties after February 14, 2020 for all sums not paid by this date. M. Eldridge made a motion to approve. Simpson seconded. A unanimous vote was taken.

Review of Red Folder:

Chairman Martin read a Delegation of Deposit Authority from Treasurer, Harry Merrow. Pursuant to the provisions of RSA 41:29, II. Town Treasurer has the responsibility to deposit monies received by the Town in appropriate financial institution. RSA 41:29, 6 allows the treasurer to delegate to other town officials or employees provided such delegation is in writing and includes written procedures acceptable to the Board of Selectmen. Treasurer, Harry Merrow hereby delegates deposit function authority to the Town Clerk/Tax Collector, her deputies and her assistant. Martin made a motion to approve and sign. M. Eldridge seconded. A unanimous vote was taken.

The Board received Form 941, Employers Quarterly Federal Tax Return. Martin made a motion to sign. M. Eldridge seconded. A unanimous vote was taken.

The Board received a purchase order for repairs on the Ossipee Concerned Citizens building with an encumbering balance of \$40,420.00. Martin made a motion to sign. M. Eldridge seconded. A unanimous vote was taken.

The Board received a purchase order from RMON Networks to replace Windows 7, firewall and switch replacements for \$1,820.00. Martin made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

The Board received a purchase order from RMON Networks to upgrade the server hardware with a 3 year warranty. Martin made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

The Board received a vacation request. Martin made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

The Board has a request to the Trustees of the Trust Funds for a withdrawal from the Sidewalk Expendable Trust Fund to issue a check to the Town of Ossipee for \$23,946.34 for an invoice to R&D Paving. M. Eldridge made a motion to sign the request. Simpson seconded. A unanimous vote was taken.

The Board received the Highway Weekly Report for the week ending January 10, 2020. It will be on file in the Selectmen's Office.

The Transfer Station Work Log was received for January 5, 2020 through January 11, 2020. It will be on file in the Selectmen's Office.

The Board received a Notice of Decision for case #20-1-BLA for Patrick and Deborah Smith for Map 264, Lot 025 & 026 for a boundary line adjustment. It is on file in the Selectman's office and online.

The Board received a Notice of Decision for case #19-2-SUBD for John Howell for Map 031, Lot 031 for a subdivision. It is on file in the Selectman's office and online.

A Contract for Use of Facilities was received for Carroll County Attorney's Office for January 21, 2020 at the Freight House for police training from 12:00 PM -4:00 PM. Simpson made a motion to approve this contract. M. Eldridge seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received for Taressa Smith for March 21, 2020 at the Bub Avery Memorial Gym for a birthday party. Simpson made a motion to approve this contract. M. Eldridge seconded. A unanimous vote was taken.

A Yield Tax Warrant in the amount of \$5,349.79 for the Report of Cut submitted by RC McLucas Trucking (Map 245, Lot 013) was presented for signatures. Simpson made a motion to approve the warrant. M. Eldridge seconded. A unanimous vote was taken.

Old Business:

None Presented

New Business:

There will be no meeting on January 20, 2020 due to the MLK Holiday.

Second Public Input:

None Presented

Non-Public Session:

None

The next meeting will take place on Monday, January 27, 2020.

Adjournment:

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

Adjourned at 4:45 PM.

Sandra P. Martin, Chairman

Martha B. Eldridge

Susan J. Simpson

To be approved 1/27/2020