

Selectmen's Meeting Monday, January 27, 2020

These minutes were recorded by Angela Rizzitano, Secretary. Matt Sawyer Jr., Town Administrator, was also in attendance. 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:

Highway Department – William Eldridge, Highway Foreman, read the highway work log. He advised that they plowed and sanded as needed. They checked all routes. They installed truck lights on truck 8. Chairman Martin mentioned the inability to see past snow banks on Folsom Road and Route 16B. W. Eldridge advised that he will reach out to the State of NH DOT as that is a NHDOT plowed road.

Police Department – Joseph Duchesne, Police Chief, reported that the Police Department has had a busy week. He advised that Officer Baker is now in week 4 at the Police Academy. He also advised that a self-defense class for young girls and women is currently in the works.

Recreation Department – Craig Brady, Recreation Director, reported that the Winter Brochure would be going out January 28, 2020. It will also be updated on RecDesk as well. He also advised that during February vacation the Recreation Department will be offering Ski with the Ossipee Police Department at King Pine. He thanked the Police Department for helping with this event.

Selectmen's Office – Matt Sawyer Jr., Town Administrator, reported that he worked on the budget and the Town Report. He also advised that they had their monthly department head meeting. He is also working on a proposed employee manual revision.

Town Clerk/Tax Collector – Kellie Skehan, Town Clerk/Tax Collector, advised that the Town Clerk's Office received approximately \$16,500.00 in revenue with \$4,000.00 of that via online payments. The Tax Collector received approximately \$71,000.00 with approximately \$24,000 coming in via online payments. She advised that boat decals are in and that dog registrations will be due April 30, 2020.

Transfer Station – Brewster Vittum, Transfer Station Supervisor, advised that they did their normal recycling. He also advised that the 22 tons of mixed paper ready to be shipped out will cost approximately \$80-\$100 per ton. Vittum also advised that LRPC will be hosting a Solid Waste Roundtable event on February 6, 2020 from 9:00 AM-11:30 AM at the Meredith Community Center for Solid Waste/DPW employees.

Building Inspector– Steve McConarty, reported he has been busy with permits and inspections. He also advised that O’Reilly’s Auto Parts has begun installing shelving this week and should be opening soon.

Government Buildings- Tony J. Eldridge, reported that he visited with the Greater Boston Police Counsel. The GBPC administers a cooperative purchasing program for items such as police cruisers, medium and heavy duty trucks, motorcycles, hybrid vehicles, and numerous other industry specific commodities. He also has begun researching the sidewalk lights. He received some driveway permits and he advised that Jeddrey is planning to widen Pollys Crossing Road. He also advised that he has a meeting with Hoyle & Tanner and DOT regarding the Whittier Covered Bridge. He is looking to get this project finished as soon as possible. The plow was put on truck 9. The closet has been cleaned out for the new custodian. They will be having the generators serviced this week. The electrician will be fixing the lights at the Library and the Freight House this week. The Town has been offered to take a free class regarding the new loader to educate them on the maintenance and others things they need to know about the loader. The trip is paid for by the company offering the class.

Public Input:

None presented

Meeting Minutes:

Martin made a motion to approve the minutes from the Work Session and Non-Public session held on 1/13/2020. M. Eldridge seconded. A unanimous vote was taken.

Martin made a motion to approve the minutes from the Selectmen’s Meeting held on 1/13/2020. M. Eldridge seconded. A unanimous vote was taken.

Martin made a motion to seal the minutes from the Non-Public Session held pursuant to RSA 91-A:3, II (b) for a Personnel Matter. M. Eldridge seconded. A unanimous vote was taken.

Accounts Payable & Payroll Manifests:

The Payroll Check Voucher total was submitted for the week ending 1/18/2020 with a pay date of 1/21/2020 in the amount of \$6,239.08. Accounts Payable for the week ending 1/18/2020 is \$341,391.79. Water & Sewer Accounts Payable is \$6,239.08. M. Eldridge made a motion to approve. Simpson seconded. A unanimous vote was taken.

The Payroll Check Voucher total was submitted for the week ending 1/25/2020 with a pay date of 1/28/2020 in the amount of \$54,601.41. Accounts Payable for the week ending 1/25/2020 is \$25,859.92. Water & Sewer Accounts Payable is \$6,092.18. 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 1/18/2020 with a pay date of 1/21/2020 was submitted in the amount of \$3,302.94. M. Eldridge made a motion to sign the request. Simpson seconded. A unanimous vote was taken.

A Payroll Reimbursement Request issued to the Water & Sewer Department for the payroll week ending 1/25/2020 with a pay date of 1/28/2020 was submitted in the amount of \$4,413.36. M. Eldridge made a motion to sign the request. Simpson seconded. A unanimous vote was taken.

Water & Sewer Red Folder:

A Water & Sewer abatement application was presented to the Board for 1230 Route 16 for a leak that was previously investigated. Wayne Eldridge, Water & Sewer Supervisor, advised that it is his opinion that the leak was an ongoing issue and the customer was aware of the situation. Wayne Eldridge advised that he believes this should not be abated. M. Eldridge made a motion to deny this abatement. Martin seconded. A unanimous vote was taken.

Review of Red Folder:

The board received a memo from Town Administrator, Matt Sawyer Jr. regarding the policy in place describing the disciplinary/termination process for union and non-union employees. Matt Sawyer Jr. recommends that the Town edit the employee manual to become consistent with the union contract. Martin made a motion to replace the wording. M. Eldridge seconded. A unanimous vote was taken.

The Board received the Town of Ossipee Investment Policy. Martin made a motion to sign. Eldridge seconded. A unanimous vote was taken.

The Board presented the Winter and Inclement Weather Policy and Priorities regarding winter maintenance, procedures and operations for the Town and the citizens of the Town of Ossipee. Chairman Martin advised that this did not need a public hearing per legal counsel. Martin made a motion to sign. Simpson seconded. A unanimous vote was taken.

The Board received an Oath of Office from Erin Donnelly for Deputy Boat Tax Collector for the Town of Ossipee. Chairman Martin read the Oath of Office. Martin made a motion to sign. 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 received a letter from the State of New Hampshire Department of Natural and Cultural Resources Division of Forests and Lands regarding the timber sale at the Pine River State Forest in Ossipee and Effingham. That sale has been completed to satisfaction. Chairman Martin read the letter. It will be available in the Selectman's Office.

The Board received a Property Tax Credit and Exemption application. It is recommended by the assessor to approve. Martin made a motion to sign. Simpson seconded. A unanimous vote was taken.

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The Board received a request to sign an agreement between Ossipec and Effingham to provide mutual emergency coverage for Motor Vehicle Registration with the understanding that the Town doing the work will keep any fees occurring as a result of the emergency coverage. The request was from the Town Clerk, Kellie Skehan. Martin made a motion to sign. Simpson seconded. A unanimous vote was taken.

The Board received a current use assessment application for 14 Coldan Farm Road. Map 243, Lot 4. M. Eldridge made a motion to approve. Simpson seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received for Carroll County Attorney's Office for January 31, 2020 at the Freight House for training from 8:00 AM -12:30 PM. M. Eldridge made a motion to approve. Simpson seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received for Rainbow Ridge Landowners Association for May 16, 2020 at the Freight House for the annual meeting from 8:00 AM -12:30 PM. M. Eldridge made a motion to approve. Simpson seconded. A unanimous vote was taken.

The Transfer Station Work Log was received for January 12, 2020 through January 25, 2020. It will be on file in the Selectmen's Office.

The Board received the Highway Weekly Report for the week ending January 24, 2020. It will be on file in the Selectmen's Office.

A Contract for Use of Facilities was received for Granite State Rural Water Association for December 8, 2020 at the Freight House for training for water operators from 8:15 AM -2:00 PM. Simpson made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received for Ossipec Concerned Citizens for multiple dates at the Freight House for meetings and multiple dates at the Bub Avery Gym for fundraising events. Simpson made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

A Contract for Use of Facilities was received for Ossipec Round Table for February 22, 2020 at the Bub Avery Gym at the Town Hall for community networking from 8:30 AM -2:00 PM. Simpson made a motion to approve. M. Eldridge seconded. A unanimous vote was taken.

A Request for a Clerical Abatement was received for the property located at 1 Terrace Pines Road for property owner Penny Graco (Map 104, Lot 014003, Sub 004). The request is in the amount of \$3.00. The reason for the abatement is that this camper sold in June 2019 and the bill of sale was not received before the tax bill went out so we need to abate the previous owner and give a supplemental warrant to the new owner. Simpson made a motion to approve this abatement. M. Eldridge seconded. A unanimous vote was taken.

A Request for a Clerical Abatement was received for the property located at 110 Nichols Road for property owner Ronald and Collette Dusseault (Map 029, Lot 001, Sub 229). The request is in the amount of \$115.00. The reason for the abatement is that this camper was registered for the 2019 season. They will still be responsible for the assessment on their deck. Simpson made a motion to approve this abatement. M. Eldridge seconded. A unanimous vote was taken.

A Notice of Intent to Cut Wood or Timber for Map 263, Lot 15 was presented for Constance Hertel. The logger is David Degruttola. There is a cemetery on the property and the taxes are paid. Simpson made a motion to approve this Intent to Cut. M. Eldridge seconded. A unanimous vote was taken.

The Board received a Supplemental Warrant for Scott Leslie of 1 Terrace Pines Road in the amount of \$3.00. The reason for the warrant is the property was sold in June 2019 and the bill of sale was not received until after the final tax bill went out. Simpson made a motion to sign this warrant. M. Eldridge seconded. A unanimous vote was taken.

A Request for a Clerical Abatement was received for the property located at 67 Ossipee Mountain Road for property owner Town of Ossipee (Map 217, Lot 012). The request is in the amount of \$894.00. The reason for the abatement is that the Town took this property after April 1, 2019 so the assessing clerk was unable to make it exempt before the final bill went out. Simpson made a motion to approve this abatement. M. Eldridge seconded. A unanimous vote was taken.

Old Business:

None Presented

New Business:

None Presented

Second Public Input:

Marie McConarty from Ossipee Old Home Week Committee presented the Board with a Petition Warrant Article for \$5000.00 for fireworks. Martin made a motion to accept the petition. M. Eldridge seconded. A unanimous vote was taken.

Non-Public Session:

None

The next meeting will take place on Monday, February 3, 2020.

Adjournment:

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

Adjourned at 4:55 PM.

Sandra P. Martin, Chairman

Martha B. Eldridge

Susan J. Simpson

To be approved 2/3/2020