

**Town of Freedom
Selectmen's Meeting
Monday, November 9, 2020**

Present were Selectmen Leslie Babb, Ernest Day, Jr., and Alan Fall, and Ellen White, Town Administrator, who recorded the minutes. Also present was Bill Elliott, Rob Troon, Justin Brooks, and Josh Shackford.

Chairman Babb called the meeting to order at 6:30 PM.

Review of Mail, Sign Manifests, Approval of Minutes

The accounts payable and payroll manifests were reviewed as well as the red folder containing correspondence.

Fall updated on the Danforth Bay Bridge Project stating the soil densification should be completed by the end of this week or Monday at the latest and they will begin working on setting the pre-cast materials next week. As for the bridge grade for the winter, plywood or filter fabric covered by 6" of crushed stone and temporary pavement will be put in place with the final grade to be taken care of in the spring. Scott Brooks has been informed and is in agreement. There is an additional contract amendment revision that was found during the submittal to NH DOT for pre-review that will need to be acted upon.

Babb made a motion to accept the minutes of the Selectmen's Meeting held on 11/2/2020. Day seconded. All in favor, the motion passed.

Babb made a motion to accept the minutes of the Non-Public sessions held on 11/2/2020. Day seconded. All in favor, the motion passed.

Discussion on the Request for Qualifications that is advertised for the Town Office Advisory Committee. White stated that it is advertised in the Conway Daily Sun and on NH Municipal Association's classified section and has also been emailed to Bergeron Technical Services. Babb reported he gave information to Anne Cunningham from the last Town Office study completed for distribution to the Committee. He referred to a checklist used for the qualification process that will be a helpful tool.

White distributed updated bridge construction cost analysis reflecting the change order and contract amendment figures anticipating State Bridge Aid 80/20 cost sharing. Fall expressed concern for having to float the balance of the expenditures until the project completion stating that NH DOT disbursed half of the construction costs. A review of available funds took place; the Infrastructure Capital Reserve Fund and Warrant Article for construction administration will cover the Town's portion of the project.

Babb made a motion to approve the contract amendment for CMA Engineers from \$60,000 to \$72,684.02, for a contract total of \$141,097.02. Day seconded. All in favor, the motion passed.

Babb made a motion to authorize Alan Fall as representative of board for bridge-related matters. Day seconded. All in favor, the motion passed.

Department Head Updates:

Transfer Station – Supervisor Justin Brooks reported being on vacation last week but he turned in the deposit to the Town Office. Three containers were hauled out and this was the first week that there have been no spare mattresses on the ground. Brief discussion on fees charged. Brooks would like to review the fee schedule for updates before the new facility stickers are issued in 2021 noting fees have not been updated since 2002.

Police Department – Chief Josh Shackford also reported return from vacation but reported a car vs. deer accident on Route 25 that occurred tonight.

Town Office – White reported that she met with the new Senior Resource Coordinator Renee Wheaton today to fill out new hire paperwork and complete onboarding into the position. The Committee on the Aging will also be meeting with her to get her started. White completed the revenue review with NH DRA this morning and the Town is ready to set the property tax rate. A representative for NH DRA was in town today to complete sales review verification from the revaluation. The exemption/credit and current use verification will be taking place closer to the first of the year which will wrap up the assessment review for the 5-year cycle.

Public Comment:

Rob Troon, Park Manager at Totem Pole Campground, discussed a letter issued to the campers regarding the winter camping agreement that was copied to the Board of Selectmen. He stated that the letter was revised before it was issued to exclude wording about fine implementation by the town for non-compliance. Troon stated that the bylaws have been updated to include fine implementation for campers that do not have winter camping permits in place for the first offense, and trespass action for subsequent offenses. Troon also stated that he will forward the plowing map to the town for the upcoming winter season.

Troon questioned the status of the Danforth Bay Bridge reopening plan? Fall responded that it will be reopened to traffic by the end of December with final road surface and grading to be completed in the spring 2021.

Appointments:

Not applicable

Old/New Business:

A complaint received from a Moulton Road property owner regarding mailbox placement in the town's right-of-way was reviewed. Discussion on the Winter Maintained Road Policy in regard to mailbox placement was reviewed as well as postal regulations. The Board agreed to respond to the complaint that the recommendation requested by the Road Agent be adhered to and if not, the Town will not be held liable for damages to the mailbox that result from winter maintenance.

The Board relocated to the downstairs office at 7:25 PM to set the Town's tax rate.

Non-Public Sessions:

Babb made a motion to enter into a non-public session at 8:45 PM pursuant to RSA 91-A:3, II (a) for personnel. Fall seconded. Roll call vote was taken: Babb-yes, Day-yes, Fall-yes. All in favor the motion passed. Fall made a motion to reconvene at 9:02 PM. Day seconded. All in favor, the motion passed.

Consent Agenda:

Minutes – Selectmen’s Meeting – 11/2/2020	Approved
Minutes – Non-Public Session – 11/2/2020	Approved
Payroll Manifest – week ending 11/4/2020	Approved
Accounts Payable Manifest – week ending 11/4/2020	Approved
Letter – NH Dept. of State re: acknowledgement of Freedom Old Home Week Assn.	Approved
Letter – Camp Calumet re: Thanks for General Election meal preparation	Approved

Correspondence:

Complaint – David Simpson, 87 Moulton Road re: Mailbox relocation request	Reviewed
Bridge Construction Project Cost Analysis	Reviewed
Wetlands Permit Application – Tom & Nancy Cristoferi, 15 Birchwood Shores Rd.	Reviewed
State of NH Education Warrant	Reviewed
Tax Payment Receipt – Payment on 2017 tax lien	Reviewed
County of Carroll – 2020 County tax assessment (\$686,381.00)	Reviewed
Request for 2021 Funding – White Mountain Community Health Center (\$2,040.00)	Reviewed
Request for 2021 Funding – Children Unlimited, Inc. (\$2,000.00)	Reviewed
Budget Status Report – YTD Expenditures & Revenues as of 11/1/2020	Reviewed

Being no further input, Day made a motion to adjourn. Fall seconded. All in favor, the motion passed.

The meeting adjourned at 9:03 PM.

Respectfully submitted,
Ellen White, Town Administrator

Approved by the Board of Selectmen on _____:

Leslie R. Babb

Ernest F. Day, Jr.

Alan G. Fall