

**Town of Freedom  
Selectmen's Meeting  
Monday, August 16, 2021**

Present were Selectmen Leslie Babb, Ernest Day, Jr., and Melissa Florio, and Ellen White, Town Administrator, who recorded the minutes. This meeting was held at the Town Office.

Also, present were Jamie Mullen, Robin Waters, Justin Brooks, Chuck Brooks and Scott Brooks.

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

**Review of Mail, Sign Manifests, Approval of Minutes**

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

Day made a motion to approve the minutes of the Selectmen's Meeting and Non-Public Sessions held on 8/6/2021 with corrections noted (Page 2: \$25,000 not \$25,00, all non-publics add Ernie Day as present). Florio seconded. Babb abstained-absent. Majority vote carried.

**Department Head Updates:**

Police Department – Chief Jamie Mullen reported normal activity including monitoring of beach activity. Question presented on signs at the Albert Godfrey Road beach and allowance of dogs. Sign states no dogs allowed on beach but is not clear as to whether they can be up in the parking area. Response was given by department to accident on Porter Road. The coverage by the Fire Department was excellent and a patient was transported by the DHART helicopter. Another accident occurred on Ossipee Lake Road. Mullen is thankful for the help provided by assisting agencies. A court order issued for return of personal property in possession of the Police Department was fulfilled and freed up a lot of storage space in the property room. Mullen has mapped out a plan for physical agility testing as well as a calendar of upcoming trainings. Discussion on coverage availability. Mullen discussed the promotion of Officer Laferriere to Sergeant and rate of pay increase effective next pay period. Additional discussion on on-call pay and research conducted on how surrounding towns handle it. Mullen would like to keep call at 8-hours with 3-hours in overtime paid for response when necessary. Compensatory time tracking is available.

Fire Department – Chief Rob Cunio is at a Chief's meeting this evening.

**Appointments / Old / New Business / Discussion:**

Day made a motion to appoint Michel Cloutier to the FAISC as recommended by the committee. Florio seconded. All in favor, the motion passed.

*Bid Opening – Heat & Road Fuel Supply and Propane Supply:* Babb announced the opening of the sealed bids received at 7:00 PM.

Suburban Propane:

Fixed price \$1.945 or rack plus \$1.3578 as of 8/12 plus \$0.55

White Mountain Oil & Propane:

Fixed price \$1.44 or rack plus \$1.69

CN Brown:

#2 \$2.259, K-1 \$2.679, Unleaded \$2.349

Day made a motion to award the propane contract to White Mountain Oil & propane for the fixed price of \$1.44/gallon. Florio seconded. All in favor, the motion passed.

Day made a motion to award the heat and road fuel contract to CN Brown. Florio seconded. All in favor, the motion passed.

The Board received three bids to replace the generator at the Town Hall. Deyab Electric \$5,890 for a 12kW Briggs and Stratton; JA Corey Electric \$6,174.88 for a 14kW Generac, and Chamberlin Electric \$7,189.92 for a 16kW Generac. The present generator is approximately 15-years old and has been experiencing issues. Day made a motion to proceed with the bid provided by Deyab Electric in the amount of \$5,890. Florio seconded. All in favor, the motion passed.

*Chuck Brooks – Library appropriation and payroll processing* - Brooks first announced the upcoming retirement of Library Director Elizabeth Rhymer. An open house will be held at the library from 9am-1pm on her last day, 9/11/2021.

Brooks introduced Robin Waters as the new Treasurer and commented on how well she has done. Brooks discussed a request to have the Town take over the payroll processing for the library. Babb responded that the legality was questioned several years ago; the Selectmen must have approval authority over all expenditures including payables and payroll. He then went into explaining the expenditure approval process by department heads before payment is processed and finally approved by the Board of Selectmen. Brooks stated the Library Trustees will be meeting on Thursday and he will discuss with them. It was clarified that all privately held funds would still be under the control of the Library Trustees. Any donations received from Friends of the Library would have to be processed through the town's general fund and would be designated as a special revenue fund to be used for their specified purpose. The Library Trustees would then appoint the purpose for which the funds are to be expended.

Brooks stated they have consulted with Terry Knowles, who is now retired from the Charitable Trusts division, and she has recommended that the library's annual appropriation be included in the town's operating budget. If in the event Town Meeting does not approve the appropriation as a separate warrant article, the Selectmen are not stuck with having to pull the funding from the operating budget or have to hold a special Town Meeting as an annual appropriation to the library is required by statute.

#### **Department Head Updates continued:**

Transfer Station – Justin Brooks reported trash as usual. There was an incident this past weekend where a contractor with a van-full refused to show what he was disposing of or pay for it. There was an altercation between he and George. This type of situation will be passed off to the police department for action. Discussion on revocation of privileges. Brooks stated that Rickers has been scheduled to pickup the scrap metal pile.

Highway – Road Agent Scott Brooks reported that washouts from the rain over the weekend have been cleared up and they are prepping for winter. Brooks met with Josh Bouchard this morning to look at the washout along Watson Hill Road and provided a video for the Selectmen to view. The culvert could not handle the volume and as a result a portion of Watson Hill Road washed out. This was the 4<sup>th</sup> similar event in the past 10-15 years. CMA will be providing a proposal to design and permit a solution for the three problem areas. Nothing has been completed on the Durgin Hill Road project in which \$125,000 in funds were encumbered. CMA is under the impression the project is on

hold. Bouchard will be reaching out to Ellen to discuss further and will pull together updated information for next week including any price updates. Brooks will be pulling together leftover funds from the summer and winter budget to be used toward the project if necessary.

Brooks was asked to continue to research the cost of a salt/sand shed building as ARPA funds will be used toward it. Discussion on present road sand on hand. Brooks stated that he would like to go with an arch building and will seek updates. Culverts and turnouts were filled last week during a strange band of rain that produced reportedly 1.8-4" of rainfall.

Town Office – Administrator Ellen White requested a few non-public sessions; personnel, reputation and legal. An offsite staff training has been rescheduled for Thursday, 8/26. The Town Office will be closed for the day but the Building Inspector, Zoning Officer and Town Clerk will not be affected. Emily Fournier has resigned her position as Deputy Town Clerk. White reviewed proposed items for the Capital Improvement Program without focus on the present Town Office building needs including IT upgrades, purchase of an industrial shredder, full-size plan scanner, high density file storage system, digitization of archived town records, security system and video monitoring in public areas, town-wide phone system upgrades. Babb suggested an in-house data backup system. Florio suggested pandemic or emergency preparation items for consideration. Scope or work on the Town Office building will be handled by the Town Office Advisory Committee in their scope of work. The MS-535 has been completed and is in the folder for signatures wrapping up the 2020 fiscal year.

**Non-Public Session(s):**

Babb made a motion to enter into a non-public session at 7:55 PM pursuant to RSA 91-a:3, II (a) for personnel. Day seconded. Roll call vote was taken: Babb-yes, Day-yes, Florio-yes. All in favor, the motion passed. Babb made a motion to reconvene public session at 7:58 PM. Florio seconded. All in favor, the motion passed.

Discussion on filling vacant deputy positions.

Babb made a motion to enter into a non-public session at 8:02 PM pursuant to RSA 91-a:3, II (c) for reputation. Day seconded. Roll call vote was taken: Babb-yes, Day-yes, Florio-yes. All in favor, the motion passed. Babb made a motion to reconvene public session at 8:04 PM. Day seconded. All in favor, the motion passed.

Babb made a motion to enter into a non-public session at 8:05 PM pursuant to RSA 91-a:3, II (e) for legal. Day seconded. Roll call vote was taken: Babb-yes, Day-yes, Florio-yes. All in favor, the motion passed. Babb made a motion to reconvene public session at 8:07 PM. Day seconded. All in favor, the motion passed.

Babb made a motion to approve the settlement agreement with FairPoint to settle the pending tax appeals for \$2,904 under the terms contained in that agreement and to authorize the Chair of the Board to sign the settlement agreement on behalf of the Town. Day seconded. All in favor, the motion passed.

~~Babb made a motion to enter into a non-public session at 7:29 PM pursuant to RSA 91-a:3, II (d) for acquisition. Day seconded. Roll call vote was taken: Day-yes, Babb-yes, Florio-yes. All in favor, the motion passed. Babb made a motion to reconvene public session at 8:00 PM. Day seconded. All in favor, the motion passed.~~

**Discussion continued:**

~~A letter in response to an inquiry received from Peter Park was reviewed and approved to issue.~~

~~Discussion on location of off-duty cruisers. Day would like to see them parked at the Public Safety Building.~~

~~Discussion on reporting of hours on timesheets to include salaried employees for tracking worker's compensation claims. Also, on missing new hire paperwork.~~

~~Discussion on obtaining updated prices on the salt/sand storage building for consideration for use of the ARPA funds.~~ Day reported several calls received regarding the updated Town Hall Use policy and prohibition of alcohol. Day has informed all that there was no change in the policy, it has always been the case for insurance purposes.

Florio informed the Board of a call she took from Randel Cole regarding a zoning issue with a septic he installed. Florio referred him to bring his project into compliance or to apply to the ZBA for a variance.

White reported a thank you note received from a taxpayer for assistance given with a request for an abatement.

The Board agreed to not meet next week due to no agenda items, unless something comes up by the end of the week.

Florio commented on the very brief and unproductive Forest Advisory meeting held. Most action items were dealt with outside of the meetings and there have been no meetings in the past four months due to no action items.

**Consent Agenda:**

- Minutes – Selectmen’s Meeting & Non-Public Sessions– ~~7/26~~9/21 Approved
- ~~Minutes – Public Hearing – ARPA Funds – 7/26/2021~~ ~~Approved~~
- Payroll Manifest – week ending ~~7/28~~11/21 Approved
- Accounts Payable Manifest – week ending ~~7/28~~11/21 Approved

**Correspondence:**

- Minutes – Forest Advisory Committee Meeting 8/11/2021 Reviewed
- Minutes – FAISC Meeting 8/12/2021 Reviewed
- Policy - Short-Term Rentals Draft (Town of Madison) Reviewed
- Report – Action Ambulance Call Response thru 5/31/2021 Reviewed
- Report – NH DRA Community Action Report June-July 2021 Reviewed
- Report – Facilities Update Reviewed
- E-Mail – David Tursky re: Private Road Questions Reviewed
- E-Mail – Mark McConkey re: Driveway Access Questions Reviewed
- Receipt – Primex Holiday Contribution Return of Premiums Reviewed

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

The meeting adjourned at 8:19 PM.

Respectfully submitted,  
Ellen White, Town Administrator

Approved by the Board of Selectmen on \_\_\_\_\_:

|  |                |                    |                   |
|--|----------------|--------------------|-------------------|
|  | _____          | _____              | _____             |
|  | Leslie R. Babb | Ernest F. Day, Jr. | Melissa M. Florio |