

**Selectmen's Meeting**  
**Monday, December 20, 2021**

Chairman Leslie Babb called the meeting to order at 6:30 PM. Present were Selectmen Leslie Babb, Ernie Day, and Melissa Florio, and Ellen White, Town Administrator, who recorded these minutes. This meeting was held at the Town Hall.

Also, present were Justin Brooks, Scott Brooks, Rob Cunio, Christopher Libby, Mark McKinley and Gary Williams.

Les called the meeting to order at 6:34 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.

Les commented on the minutes stating that in response to whether the library has any plans for future remodel, the response was not "at this time". Ernie made a motion to approve the minutes of the Selectmen's Meeting/Public Hearing and Non-Public Sessions held on 12/13/2021. Melissa seconded. All in favor, the motion passed unanimously.

Question arose on requests for abatements for campers in campgrounds. It was explained that they are taxed if on site as of April 1 and no proof of registration has been provided. Many provided proof of valid registration after the tax bills were generated.

**Department Head Updates**

Transfer Station – Justin Brooks reported normal activity. Saturday was busy with people preparing for the incoming storm. The new steel container is working out well. Ernie questioned if there is concern with snow accumulating without a lid on the container? Justin responded that it is no different than with the demo containers.

Highway – Road Agent Scott Brooks reported all is well. The quote for the precast culverts was received from Mitchie Corporation. Salt inventory is reported at a sustainable level until mid-March. Storm cleanup went well but the crew was busy keeping up. There is a check engine light on in the International again registering as a sensor in the oil filter. Messages left with HP Fairfield checking on a status update have been unanswered. Melissa questioned if the contract services need to go out to bid as stated in the recent audit recommendations? Les responded that it was last done 10-12 years ago. The Town sets the equipment rates and it is the Road Agent's responsibility to contract equipment within those parameters. Scott Melissa stated the purpose is to show that the Town is not creating a conflict of interest. Scott responded that it is a benefit to the town. Availability for help is short everywhere, especially seen at the State DOT-level. The equipment rates will be added as an agenda item for review.

Fire Department – Chief Rob Cunio reported 11 active Covid cases and call volume including 4 medical aid, 1 CO alarm, and trees/wires down. The department has been busy preparing for winter and the tracks will be put on the Mule tomorrow night. Rob is hoping for a safe 10-12" of ice for the

Loon Lake Derby to happen. He also reported that Charlie has finished his EMT class and will be applying to do his test next.

### **Public Input:**

Christopher Libby stated he is just observing.

### **Old / New Business / Discussion:**

The proposal from Mitchie Corporation was reviewed. Scott stated that there is approximately \$67,000 leftover and in summer highway and \$190,000 in winter highway and further estimates \$50,000-150,000 for installation. Using R&D Paving's quote of \$236,000 he can complete the binder and follow with the top coat in the following year. If the culvert is ordered now, the price is locked in and it will give them plenty of time to build and store it until needed in July-August. The quote received is based on the design provided by CMA. Ernie made a motion to authorize Scott to approve the contract with Mitchie Corporation for the concrete work on Swett Hill Road for \$67,583. Melissa seconded. All in favor, the motion carried unanimously. Ernie questioned if there is any down payment required. Scott responded that there is not, all they need is a signed contract.

Melissa questioned if there is any update on the sand shed. Scott reviewed the pricing received including the lean-to option for storage of the grader and other equipment totaling approximately \$420,000.

### **Appointments:**

2022 Budget Review:

Town Officers Salary – Level-funding.

Elections – Feedback provided from Don Johnson via email. Three elections to contend with in 2022. Compensation for the Supervisors of the Checklist has been added into the budget as well as printing expenses for the town ballots. Requested amount is \$17,150.

Town Officers Expense – Ellen stated that line items were adjusted to bring in line with current pricing but nothing too significant. Requested amount is \$288,003.

Legal - \$5,000 has been added to figure in for potential legal costs related to short-term rentals. Requested amount is \$30,000.

General Government Buildings – Mark discussed his request to add accounts for the Masonic Lodge building's utilities and maintenance, increases in maintenance and repair line items for the Town Office, Town Hall and Public Safety buildings based on overages. It was noted that the deposit for the generator replacement at the Town Hall and septic alarm repair at the Public Safety building came out of these budgets this year. Discussion on creating a Capital Reserve Fund or updating the existing Town Office/Town Hall repair fund to include the Public Safety Building. Rob stated the old section will need to be paved soon. Ellen will research to determine which way will best work. The Town Office/Town Hall Capital Reserve Fund has a reported balance of \$37,240. Les stated that the paving should be a separate warrant article.

Parks & Recreation – Mark suggests an increase in the mowing/maintenance for the ballfield to \$5,000. The grounds maintenance contract will be going out to bid in the spring. Mark reported he received a quote to replace and paint the boards in the roller rink of between \$8,000-10,000. A few boards can be replaced as an option to give the students a fresh start for their proposed project. Mark will connect with the school to discuss further. The sprinkler system at the ballfield is tested yearly for backflow protection and heads are replaced by the highway crew as needed. Mark will be getting a quote to replace the chain-link fence around the ballfield and potentially the skate rink.

Mark stated the roof of the Masonic Lodge needs repair. Quotes were received before the acquisition and will be updated for inclusion in a warrant article. Mark stated the roof is leaking around the chimney and has been for a long time.

Mark presented a few sample options of flooring for replacement at the Town Hall. Three estimates were provided from Charette's and another vendor will also be providing a quote. Mark is proposing carpet squares to help with the acoustics while the exterior perimeter can be vinyl planks. Discussion ensued. This was agreed to go on as a warrant article.

Assessing – Amount per contract renewal at \$32,784. Ellen commented that the amount appropriated in 2021 was \$924.00 short of the contracted amount resulting in the overspent line item.

Personnel Administration – Ellen explained that the amount calculated last year included full-time police salaries and they are exempt from social security and Medicare withholding. The proposed amount is \$56,185.

Insurance – Property liability and worker's compensation rates are per the renewal packets received from Primex at \$53,325 total.

Regional Associations – Per Lakes Region Planning Commission's requested amount of \$2,506.

Hydrants – Level-funded.

Ossipee Lake Dam Authority – Pending receipt of expense report from the Dam Authority.

Street Lights – A significant decrease has been realized since the lighting upgrade. Year-to-date expenditures are \$3,187.38 of the \$7,200 appropriated. The Board suggested a reduction to \$5,000.

Patriotic Purposes – Level-funded (\$1,400).

Old Home Week – Pending committee request.

Debt Service – Payments calculated per the bond and lease agreements for a total of \$193,677. The Public Safety Bond was paid in full in 2021.

Interest Expense – Payments calculated per the bond and lease agreements for a total of \$30,738.

A review of all proposed budgets and draft list of proposed warrant articles will be discussed next week.

## Non-Public Session(s):

Les made a motion to enter into a non-public session at 7:55 PM pursuant to RSA 91-A:3, II (e) for legal. Ernie seconded. Roll call vote was taken: Les-yes, Ernie-yes, Melissa-yes. All in favor the motion passed. Les made a motion to reconvene public session at 8:20 PM. Ernie seconded. All in favor the motion passed.

Les made a motion to enter into a non-public session at 8:20 PM pursuant to RSA 91-A:3, II (c) for reputation. Melissa seconded. Roll call vote was taken: Les-yes, Ernie-yes, Melissa-yes. All in favor, the motion passed. Melissa made a motion to reconvene public session at 8:40 PM. Ernie seconded. All in favor, the motion passed.

## Consent Agenda

Minutes – Selectmen’s Meeting/Public Hearing & Non-Public Session – 12/13/21	Approved
Accounts Payable – Week ending 12/17/2021	Approved
Payroll Manifest – Week ending 12/15/2021	Approved
Employee Time Off Request	Approved
Abatement Request – Fred & Lisa Tibbetts, Adams Ave. (Map 60, Lot 1-YAD12)	Denied
Abatement Request – James Baril, Camp Calumet (Map 5, Lot 4-BAR001)	Approved
Abatement Request – Michael & Carol Heron, Lincoln Ln. (Map 60, Lot 1-YLI13)	Approved
Abatement Request – Brad Ness, Camp Calumet (Map 5, Lot 4-NES001)	Approved
Abatement Request – Carin Peterson, Camp Calumet (Map 5, Lot 4-PET001)	Approved
Abatement Request – David Mahoney, Camp Calumet (Map 5, Lot 4-MAH001)	Denied
Abatement Request – Dave & Mari Thurston, Owl’s Head (Map 60, Lot 1-YOW49)	Approved
Abatement Request – Joseph & Patricia O’Connor, 3 Lafayette (M60, L1-YLA03)	Approved
Abatement Request – Dwight & Jean Dearborn, (Map 60, Lot 1-YFL04)	Denied
Supplemental Tax Warrant – Kyle & Nicole Beaudet, 3 Lafayette (M60, L1-YLA03)	Approved
Yield Tax Warrant – MH Humphrey & Sons, Town Forest (Map 6, Lot 2)	Approved
Certification of Yield Taxes Assessed – “ ”	Approved

## Correspondence

Minutes – JLMSC Quarterly Meeting – 12/14/2021	Reviewed
Email – Children Unlimited re: Freedom assistance numbers for funding request	Reviewed
Email – Barbara Hall-Siktberg re: Short-term rentals	Reviewed
Letter – Richard Martin & Robin Kebernick re: Response to Driveway C&D Order	Reviewed
Statement – Trust Funds as of 11/30/2021	Reviewed
Receipt – Payment confirmation for Assistance to Firefighters Grant	Reviewed

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

The meeting adjourned at 8:41 PM.

Respectfully submitted,  
Ellen N. White, Town Administrator

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

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Leslie R. Babb

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Ernest F. Day, Jr.

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Melissa M. Florio