

**Selectmen's Meeting**  
**Thursday, February 3, 2022**

Chairman Les Babb called the meeting to order at 10:34 AM. Present were Selectmen Les Babb, Ernie Day, and Melissa Florio, and Ellen White, Town Administrator, joined by telephone and recorded these minutes. This meeting was held at the Town Office.

**Discussion:**

The Board reviewed the draft operating budget, warrant articles and proposed revenues along with the draft from MS-636.

Ernie questioned if there was any help needed with drafting the language for the warrant articles? Ellen responded that she is drafting them and will request help if needed. She reached out to Attorney John Ratigan for advice on the Tax Collector's position.

Melissa spoke with Chief Mullen and he should have a trade value on the F-550 to present to the Board on Monday. Ellen added \$25,000 as a rough figure in the projected revenues so there was some offset to the Warrant Article for the new cruiser. Ellen stated the Chief may need an additional \$2,000 to outfit the cruiser but any overage can likely come out of the operating budget. Les stated the radios needs replacement but that expenditure can come from the Capital Reserve Fund. Ellen confirmed they are agents to expend from the Police Department Equipment Capital Reserve Fund.

Ellen stated the revenues are projected based on last year's revenues while not overstating them. Ernie questioned if the \$165,722 is the ARPA grant funds? Ellen confirmed. Les questioned the other grants including milfoil and USDA funds and what the USDA funds are for? Ellen responded that it is the funds the library is applying for to reconstruct their entrances. Melissa questioned the amount for the Meals & Room Tax. Ellen responded that it is normally around \$85,000-90,000 and she is uncertain if the increased amount of \$117,000 received in 2022 will continue as it is not received until the end of the year. Les stated the revenue offset is \$556,937, with an increase in warrant articles to be raised by taxation at \$220,321 and a total increase of \$349,320. The funding of amounts to be added to the Capital Reserve accounts has been presented as coming from unreserved fund balance. Given the proposed decrease in the school budget of over \$533,000, the Board discussed options to not use as much from fund balance. Ellen confirmed the operating budget was updated to include wage increases and applicable taxes and retirement, the increase in the welfare budget to account for the cleanout of a tax-deeded property, and adjustment to the Household Hazardous Waste Collection.

Melissa questioned if the Police budget includes the Administrative Assistant position? Ellen responded that the position will be funded under the part-time salaries line item. Jamie is still working out the details as to how many hours he will need for the position and with Eric Diaz moving over to full-time status, there will be monies remaining.

Les reviewed the projected amount that will be added to the unreserved fund balance this year. The Board was in agreement to add to the Capital Reserve Funds through taxation rather than offset by unreserved fund balance.

Discussion on draft equalization ratio coming in at 74.4% which shows the town is undervalued in comparison to current market values.

Ellen will make the changes and calculate a projected tax rate.

Les announced he will be attending a zoom meeting at 3:00 this afternoon along with several other towns regarding short-term rentals. He spoke with Jeb Bradley yesterday and he is looking to look toward 180-days for restriction. He does not think it will pass. Multiple members on the committee are short-term rental owners and should recuse themselves. Sanitation and septic regulations are being proposed to be in line with NH DES. Egress and life safety items are also being addressed. Towns may set the fee to cover whatever enforcement may cost.

Ellen informed the Board the Town Report is scheduled to go to the printer on the 14<sup>th</sup>. Les will work on the Selectmen's Report. Once the warrant articles and Town Warrant are drafted, they will have to be submitted for legal review.

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

Les made a motion enter into a non-public session at 9:30 AM pursuant to RSA 91-A:3, II (l) for legal. Melissa seconded. Roll call vote was taken: Ernie-yes, Melissa-yes, Les-yes. All in favor, the motion passed. Les made a motion to reconvene public session at 9:34 AM. Melissa seconded. All in favor, the motion passed.

### **Discussion continued:**

Gary Williams and David Senecal entered at 9:36 AM. Gary presented a draft copy of a foundation only permit he created for review. Gary reviewed the items he has added to be inspected as part of this permit process.

Gary stated Hayes should be in any time looking to commence work and this permit will be very helpful. An email was received this week requesting permission to move forward. Gary stated they have not supplied weekly reports as they indicated they would. Les suggested Gary contact Hayes to let him know the Board will lift the cease and desist provided they start receiving regular weekly reports. Les made a motion to authorize Gary to use his judgement in removing the cease and desist for DJH Investment Trust. Ernie seconded. All in favor, the motion passed.

Dave reviewed the foundation inspection process used in Wolfeboro.

Brief discussion on what other towns charge for their permit application fees. Dave stated the building permit fees assessed are in line and reasonable. Dave stated the fees collected presently are covering the expenses for the building inspection side. Les proposed the permit fee change when he was Zoning Officer.

The Board was in favor of implementing the foundation only permit as proposed.

### **Adjournment:**

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

The meeting adjourned at 9:43 AM.

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