

**Selectmen's Meeting
Monday, March 28, 2022**

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

Also in attendance were Jeff Nicoll, Rob Cunio, Brian Taylor, Roberta MacCarthy, Anne Cunningham, Jake Stephan, Kyle Clifton, Marcia Santner, Susan Harris, and Jimmy Harris.

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 suggests short-term rental (STR) owners certify the number of days by showing 2-years of Room & Meals tax returns. Ellen will run this by the attorney.

A letter received from Totem Pole regarding two apartments they rent out as well as privately-owned units that are rented on a short-term basis was reviewed. The Board was in agreement that the STR ordinance applies to any rental of less than 30-days.

Melissa questioned if the request for appointment for Peter Keenan to join the ZBA has been approved? Ellen responded that they did approve the request but she is waiting for the minutes to reference for other member reappointments. Les questioned if there are any changes to the Selectmen Reps? All were in agreement to remain on the same boards/committees. Ellen stated that the FAC and FCC meet early in April and should be making their recommendations for appointments at that time. Another request for appointment received from Sean Coriaty has been forwarded to the FAC for recommendation.

Ernie made a motion to approve the minutes of the Selectmen's Meeting held on March 21, 2022 and the Non-Public Sessions of March 14, 2022. Melissa seconded. Les abstained from the one Non-Public Session he was not present for. All in favor, the motion passed.

Ernie made a motion to have Les sign the Landfill Post Closure Inspection Report. Melissa seconded. All in favor, the motion passed.

Les requested that a review of town-owned properties eligible for resale be added as an agenda item for next week.

Department Head Updates

Conservation Commission - Chair Jeff Nicoll informed the Board that he is still working on the draft letter to the Effingham Planning Board regarding the Meena, LLC gas station. The letter should be impactful and accurate as well as in context with how it will be received in discussion. The meeting is scheduled for April 7 and he will be verifying when it needs to be received by. Les confirmed that all bullet points and justifying information is to be incorporated? Jeff confirmed.

Fire-Rescue Department – Chief Rob Cunio reported call volume including 1 new Covid cases, 2 medical aid, 1 fire alarm, and 2 mutual aid-fire. Engine 7 is back in service. Daily fire dangers are now being posted; most will be required to burn with a permit from here on due to limited snow coverage remaining. The lease paperwork has been received for the new Rescue and needs to be returned by April 8 to lock in the interest rate. Ellen confirmed she has forwarded it for legal and insurance review and it is satisfactory. Legal counsel will be providing a required letter with proof to accompany the agreement. All forestry equipment is prepped and ready for the season upon us.

Highway Department – Road Agent Scott Brooks reported all was drying up until the recent cold spell. He anticipates we are 3-weeks away from lifting the road bans. Scott will be filling the salt shed under the current contract pricing as he anticipates pricing increases. Road raking, ditch clearing, sign inventory for replacement, and vehicle maintenance is well underway. Messages have been left regarding the status of the new Mack but he has no update to provide at this time.

Town Office – Administrator Ellen White reported she is working on new quotes for the phone system replacement at the Town Office. Consolidate Communications is looking to schedule a meeting this Thursday at 12:30 to review broadband expansion in the area as presented at the recent Broadband Communication District meeting. If more than one Selectman will be in attendance, this will be a posted meeting. Ellen reviewed the vacancies and reappointments to be made to the various boards and committees. She will create a list to be acted on for next week.

Old / New Business / Discussion:

Open Proposal Received for Summer Maintenance of Town Properties – Les announced the opening of the proposals at 6:54 PM. Three proposals were received as follows:

- 1.) Lakeside Landscaping \$1,190/month for 8 months
- 2.) White’s Property Service 2022-\$22,450, 2023-\$23,250, 2024-\$23,950
- 3.) East Ridge Property Maintenance \$4,735 per year; Total \$14,205 for 3-years

The Board reviewed the scope of work and proposals in detail. Les commented that the 153 property was not included in the scope of work, but is included in one of the proposals received. The annual totals in summary: \$4,735, \$9,520, and \$22,450. Route 153 may have to be bid separately. **Melissa made a motion to accept the proposal received from East Ridge Property Maintenance for \$4,735. Ernie seconded. All in favor, the motion passed.** Ellen will send letters of appreciation to all who respondents.

Short-Term Rentals (ongoing discussion) – Melissa announced she will be meeting with Chief Cunio tomorrow at 1 to review the inspection form requirements. Les stated that the Board is working on determining if grandfathering is allowed and how. They will be consulting with legal to verify. The Board would like to see 2-years of receipts from an accredited platform or records of Room & Meals tax payments to determine what was in place. Life safety, health and sanitation requirements will still have to be followed as well as the conditional use permit.

Public Input:

None presented.

Non-Public Session:

Les made a motion to enter into a Non-Public Session at 7:14 PM pursuant to RSA 91-A:3, II (d) for acquisition. Ernie seconded. Roll call vote was taken: Ernie-yes, Melissa-yes, Les-yes. All in favor, the motion passed. Les made a motion reconvene public session at 7:40 PM. Melissa seconded. All in favor, the motion passed.

Discussion continued:

Discussion continued:

Ernie made a motion to have Les sign the pesticide permit application for milfoil treatment. Melissa seconded. All in favor, the motion passed.

Ernie questioned what the fee will be for STR's? A figure divisible by 12 depending on number of days the property is rented? Les responded that it should be one rate regardless of the number of days.

Ellen questioned the enforcement of the STR's and whether it will be added to the Zoning Officer's responsibilities and further discussed the present workload of the position. Ellen was asked to discuss it with the Zoning Officer.

Les made a motion to execute the Equipment Lease/Purchase Agreement from Municipal Leasing Credit Corporation for the new rescue truck. Melissa seconded. All in favor, the motion passed.

Melissa suggested contacting the School Board to setup a quarterly meeting schedule. The Selectmen could attend their meeting or they could come to ours.

Ernie reviewed the total cost of the Highway budget including Warrant Articles this year as \$1,980,046.

Ellen provided a spreadsheet of outstanding zoning violation fines and questioned when the collection of said fines should take place? It will be case-by-case depending on the violation and remediation efforts.

Brief review of STR conditional use permit requirements including acknowledgement of trash disposal, off-street parking, and contact information on the application.

The Board questioned the status of the new cruiser and which option was decided upon? Ellen will follow up with Chief Jamie Mullen.

Ernie discussed the need for reconsideration of offering State retirement to employees and the positive impact it will have in attracting qualified individuals to apply for open positions. An updated cost analysis will be completed and Ellen will get the requirements pulled together on how to join.

Adjournment

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

The meeting adjourned at 8:26 PM.

Consent Agenda

Minutes – Selectmen’s Meeting– 3/21/2022	Approved
Minutes – Non-Public Session x3 – 3/14/2022	Approved
Accounts Payable – Week ending 3/25/2022	Approved
Payroll Manifest – Week ending 3/23/2022	Approved
Request for Abatement – Ken Parseghian, Camp Calumet (Map 5, Lot 4-PAR001)	Approved
Request for Abatement – Paul Keto, Camp Calumet (Map 5, Lot 4-KET002)	Approved
Application for Veteran’s Tax Credit	Approved
Landfill Post Closure Inspection Report	Approved
Pesticide Permit Application	Approved
Equipment Lease/Purchase Agreement	Approved
Yield Tax Warrant – Donald & Victoria Tillett (Map 14, Lot 51)	Approved
Certification of Yield Taxes Assessed – “ ”	Approved
Letter – State of NH Boat Desk re: Goodhue Ossipee, LLC as Boat Agent	Approved

Correspondence

Request for Appointment – Sean Coriaty – FAC	Reviewed
Request for Appointment – Peter Keenan – ZBA	Reviewed
Receipt – Tax Payment as Agreed	Reviewed
Report – Town-Owned Properties	Reviewed
Report – Zoning Violations Status Report	Reviewed
Letter -Totem Pole Park re: Applicability of STR ordinance	Reviewed
Letter – NH Liquor Commission re: The Spot in Freedom NH LLC	Reviewed
Letter – to Karl Ogren, Camp Calumet re: Donation of election day meals	Reviewed
Letters – to various legal firms re: Thanks for submitting proposal for legal services	Reviewed
Letter – Meg Williams re: Requesting grandfathered status under RSA 674:19	Reviewed
E-Mail – Carolann Killinger re: Requesting grandfathered status under RSA 674:19	Reviewed
E-Mail – Erica & John McKeon re: Requesting grandfathered status “ ”	Reviewed
Wetlands Permit Application – 80 Berry Bay Road (Map 43, Lot 1)	Reviewed
Job Description – Police Department Administrative Assistant	Reviewed

Respectfully submitted,
Ellen N. White, Town Administrator

Approved by the Board of Selectmen on _____:

Leslie R. Babb

Ernest F. Day, Jr.

Melissa M. Florio