

**Selectmen's Meeting  
Monday, September 19, 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 was Scott Brooks, Justin Brooks, Helen Cheese-Probert, James and a friend, and Gary Williams.

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

The accounts payable and payroll manifests, and red folder including correspondence was reviewed.

Discussion regarding the cost of the roll off container in place at 3 Ossipee Lake Road.

***Ernie made a motion to approve the minutes of the Selectmen's Meeting held on September 12, 2022. Melissa seconded. All in favor, the motion passed.***

Two applications for Short-Term Rental Conditional Use Permit were submitted for approval. Melissa commented that the Planning Board reviewed with no comment provided. Ellen noted one application is a renewal for 2023 since Vacasa would not allow booking into next year until proof was provided showing the property was licensed.

Melissa questioned if students from the elementary school will be in tonight to discuss the roller rink repairs. Ellen responded that she has requested a cost estimate from Kim Stephan so the Board can review the budget to see if financial assistance can be provided by the town.

The winter roads inspection sheets were provided by Road Agent Scott Brooks. Question as to whether the roads are being maintained regularly as are required. Scott responded that they have to in order for the town to provide winter maintenance. A particular road was not plowed a few years back as a result for not keeping up with regular maintenance. Les provided a history leading up to the winter maintenance agreement stating these particular private roads have been plowed since the 1960's. They do not meet the subdivision regulations making it difficult for the town to take them over so instead each property owner is assessed a fee for winter maintenance. Ellen questioned if the fee should be reviewed? Currently it covers the cost of multiple mailings but not much more.

**Department Head Updates:**

Highway Department – Road Agent Scott Brook reported the Swett Hill Road project is done. 1,200 yards are available to screen and truck then put into the sand storage building. Road grading has started as has turnout cleanouts along Burnham and Watson Hill. Ernie questioned if the guardrail for Swett Hill has been ordered? Scott responded that the company is scheduled to come out and take a look. Ernie stated the necessity of the guardrail with increased rate of speed traveled down the hill since new paving.

Transfer Station – Supervisor Justin Brooks reported that winter hours are scheduled to commence this Saturday. He polled people at the Transfer Station and in consideration of a transition to a year-

round schedule, he proposes a Friday-Monday 8am-4pm schedule rather than Thursday-Sunday as was discussed. Friday-Monday was the result of approximately 75% of the people he polled. Scott questioned if that will be containers will be full by Sunday in the summer leaving no room for disposal on Monday? Justin does not think it will be an issue. ***The Board was in favor of the proposed schedule of Friday-Monday 8am – 4pm and agreed to begin the new year-round schedule effective October 1 with notice to be posted immediately.*** Ellen will create a handout to be distributed over the next two weeks. Melissa suggested locations to put the handouts such as Bobby Sue's, the Village Store, Library and the Spot. Justin requested to meet with the Selectmen and Scott Brooks at the Transfer Station to review the new proposed traffic plan. ***The Board agreed to meet on Saturday, October 8 at 7 am.*** Justin questioned the status of a new hire for the Transfer Station. Les responded that they will discuss with him in non-public session.

Town Office – Administrator Ellen White reported she was out most of last week attending the Supervisor's Academy held at Primex. She reached out to Ricker's Auto Salvage and they are offering \$200.00 in salvage value for the 2012 Chevy Tahoe since it is missing the catalytic converter. Les offered to purchase. ***Melissa and Ernie were in agreement to sell the Tahoe to Les for \$200.00.*** The credit card equipment has been received for the Transfer Station and install will take place as soon as practical. Discussion regarding placement of the equipment.

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

Melissa reported that members from the Town Forest Sign Committee met with Stephen Walker from the State who offered a few good suggestions including adding PVT before the name rather than after. The committee will be meeting on the first Friday in October to review the suggestions and sign off on the proposed order for new signage.

Additionally, at the Planning Board Meeting an application for STR Conditional Use Permit was missing items and was not forwarded onto the Selectmen. The septic analysis noted the septic to be in poor to fair condition and also noted that the washer is not hooked up to the septic. There is question as to whether it should be turned over to the Health Officer.

Ernie questioned if the joint meeting with the School Board has been confirmed. Ellen confirmed attendance for the Board for Tuesday, October 11 and requested a time of 6:30pm, if possible.

Les stated he was approached by Ron Newbury at the election last Tuesday and they will be mowing fields at the Town Forest this Saturday. The bridge condition past the Bluffs is noted to be in questionable condition.

Melissa questioned if proposed driveway regulations will be forwarded onto the Planning Board for addition into the Zoning Ordinance? Scott has not had a chance to draft language.

Melissa discussed food trucks and whether they would be allowed on town property such as at the ballfield. Les responded that they have to be addressed by the Planning Board first and then if allowed they would have to adhere to licensing and insurance requirements.

Ellen informed the Board she has received the signed Town Forester contract back from Barry Keith. The document requires a signature from the FCC Chairman however since there has been question

of who should be acting on the contract, she will be forwarding to the FCC and FAC. Barry commented that the Selectmen have executed his contract in the past as well.

### **Appointments:**

*Paul Mathian, Freedom Public Library – Rescheduled for 9/26/2022.*

### **Public Input:**

Helen Cheese-Probert commented that she attended the Planning Board that lasted for 3-hours. There has been discussion regarding waste removal for short-term rentals and that seasonal renters cannot use the Transfer Station to dispose of their trash. Helen referenced the Transfer Station handout that states seasonal renters can dispose of their trash for \$2/bag (now \$5/bag). She has spoken with Justin and he has no issue with seasonal disposal. Les responded that long-term (31-days or more) renters may obtain a Transfer Station permit with a letter from the landlord while other short-term renters can dispose of their trash at \$5 per bag. The Short-Term Rental Ordinance adopted by the Planning Board requires a trash management plan. Helen proposed a few ideas including charging an STR property owner a flat fee to use the Transfer Station and assign them a special permit number their renters can use to gain access to dispose of their trash. She commented that STR renters generate less trash than a regular household. Les stated that Helen has some great ideas but they should be addressed as an agenda item so others can provide comment as well. Helen agreed to put something in writing for consideration.

### **Discussion continued:**

Zoning Officer/Building Inspector Gary Williams informed the Board that a proposal has been brought to the Planning Board for consideration to bring the septic requirements regarding setbacks back to the State requirement. Currently the town's requirements are more strict by 25'. The Planning Board was not ready to act on this unless the Selectmen are in favor. Discussion ensued. ***The Board was in agreement to leave the town's requirements as they are.***

Gary reported there are two properties on the lake that have had septic systems updated without state approval. One is within 75' of water, the other is not but has two dry wells. Both properties want to add on and have a sufficient amount of acreage. One is looking to increase the size of a bedroom and the other is a kitchen remodel so not creating additional load. Scott commented that if there is nothing on record, there should be now. Gary has informed the property owners that he is required to verify septic requirements. Les stated that they have to comply especially with present challenges they are trying to mitigate in Danforth Bay with water quality grants being sought to update some of the older septic disposal systems. Property owners have to follow the rules and if they disagree with the decision to do so, they can appeal to the ZBA.

Gary questioned the road load limit exemptions including utility, heating fuels, buses, etc. and where that can be found? Les responded that they are covered by State law.

Helen asked for clarification on what is going on with water quality in Danforth Bay? Les responded that the Friends of Danforth Bay are working on grant applications to improve the water quality in Danforth. Grants are being sought after to assist with septic system review and update as necessary

as well as rainwater mitigation. Les stated there were covid-19 funds available to assist but were promptly allocated before they could be applied for by the town.

Ellen questioned a building permit renewal process that has been ongoing since 2010. The property is still under construction as verified by Gary. Discussion on setting a reasonable time for substantial completion as a requirement for permit renewal.

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

*Les made a motion to enter into a non-public session at 7:30 PM pursuant to RSA 91-A:3, II (a), personnel. 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 8:08 PM. Ernie seconded. All in favor, the motion passed.*

**Discussion continued:**

Ernie requested Scott address the hydraulic oil issue on Liberty Lane this week.

Melissa reminded Scott the boat launch needs stone dropped off.

Scott reviewed his ideas for the Transfer Station traffic pattern. Use the concrete pad at the end of the garage to put the new building on. Purchase abutting property and bring the entrance in at the top of the hill, coming between the two buildings, traveling down to recyclables and MSW, get rid of guardrail and strip of trees, bring the road further down, relocating the metal and pine needles to create an exit with better site distance to come out and utilize a draw gate to prohibit anyone from entering through the exit and dumping brush and metal then leaving.

Melissa stated that Gary proposed a change to the envelope for setbacks in regard to sheds and the feedback provided by the Planning Board suggested

**Adjournment:**

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

The meeting adjourned at 8:30 PM.

**Consent Agenda:**

Accounts Payable – Week ending 9/16/2022	Approved
Payroll Manifest – Week ending 9/14/2022	Approved
Minutes – Selectmen’s Meeting – 9/12/2022	Approved
2022 Winter Road Inspection Reports	Approved
Employee Time Off Requests	Approved
Approved Rate of Pay	Approved

**Correspondence:**

Letter – GMCG re: Upcoming trainings & events	Reviewed
Letter – Don Johnson re: State Primary Election recap	Reviewed
E-Mail – Bruce Howlett re: Thanks for letter of support	Reviewed

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