

Selectmen's Meeting
Monday, November 7, 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 Justin Brooks, Scott Brooks and Rich Gray.

Review of Mail, Sign Manifests, Approval of Minutes:

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

Ernie made a motion to approve the minutes of the Selectmen's Meetings and Non-Public Sessions held on October 24, 2022 and November 2, 2022, and the Public Official's Meeting held on October 26, 2022. Melissa seconded. All in favor, the motion passed.

Ellen announced the credit card machine is now active at the Transfer Station. A test posting was completed successfully this afternoon.

Department Head Updates:

Transfer Station – Supervisor Justin Brooks reported an increase in the disposal of leaves and pine needles. He put out a notice on Facebook stating Japanese knotweed will not be accepted at the Transfer Station as it will be destructive to the mulch program. Ellen added this comment to the website as well.

Highway Department – Road Agent Scott Brooks reported the sweeper has a broken axel and being a 1991 model year, parts availability is no longer an option to be able to repair it. Allied Equipment, an MB dealer, can custom build one with a 28–30-week lead time but it is not guaranteed to work. The axle was taken off and brought up to Alpine Machine to get a quote for them to build a custom axle. Scott explained that a traction drive is no longer made, all machines are now hydraulic or pony motor driven with a \$40k price tag. Sweepster offers a traction option with hydraulic angling in the \$30-35k price range. Scott is unable to do any shoulder work with this piece of equipment out of operation. He questioned how to proceed, and if it will need to be a Warrant Article? Ellen stated that the additional monies received for roads and bridges can be used for this purpose as an option. Scott was looking to use that money for Huckins Road repairs as well as toward the two Watson Hill and Durgin Hill box culverts. Les questioned if the purchase can be made this year. Ernie would like Scott to check on pricing and availability for purchase potential. Les stated they could hold a special Town Meeting to purchase in an emergency situation from Fund Balance. Ellen reminded the Board that they already withdrew \$85,000 from fund balance as an emergency expenditure to cover the overage in paving and crack sealing costs. Justin suggested a front-end attachment option. Scott is not a fan because the operator would be driving through the dust. The Highway Equipment Capital Reserve Fund balance is presently at \$34,700. Les discussed the equipment replacement cycle which is normally 10-20 years. This piece of equipment has surpassed its life expectancy. He suggests finding three vendors for pricing comparisons. **All were in agreement to try to purchase a new sweeper this fall if there is one available.** Scott will also proceed with getting a quote to repair the axle so it can be put out to bid.

Town Office – Ellen reported the new phone system wiring install was scheduled for Friday but was delayed due to an emergency call and ultimately rescheduled for Wednesday. The rest of the equipment should be installed in mid-December. Rickers dropped a 30-yard container at 3 Ossipee Lake Road for the disposal of all steel on site. Both containers on site are full and one more swap of the Waste Management container is required and has been ordered for this week. The legal file requested from NH Municipal Association was received today and will be sorted through for retention. Ellen met with Noah Hoffman, Timber Monitor from NH Department of Revenue last week regarding an investigation he completed on three timber cuts that took place in 2020. A non-public discussion is needed to go over the findings. The public hearing requirements for updates to the Solid Waste Facility Management Ordinance were reviewed. Ellen explained that NHMA advised ordinance updates should be done at Town Meeting. In the past, a public hearing has been scheduled and noticed for 7-10 days as a formality, but is not required by statute. Ellen clarified with Attorney Diane Gorrow this morning and if the ordinance is a Selectmen’s ordinance rather than one adopted at Town Meeting, it can be amended outside of Town Meeting. Ellen will be researching the history on the ordinance to see how it was originally adopted and will proceed with scheduling the update after that determination is made, tentatively November 14.

Melissa questioned if the village flags are scheduled to be removed. Ellen responded that Greg Williams has agreed to remove the flags after Veteran’s Day and will put them back up prior to Memorial Day.

Melissa discussed an anonymous mailing received with a health complaint on a camper on Old Stagecoach Road. Ellen responded that Health Officer Frank Evitts investigated the complaint and was not able to locate the camper in question.

Ernie requested letters of thanks be drafted for departing Planning Board member Bill Elliott, and Safety Officer and Emergency Management Director Kelly McClare.

Public Input:

None presented.

Old / New Business / Discussion:

Extension of Ambulance Contract - Ellen distributed an email to all towns involved in the regional ambulance agreement requesting each board vote on whether to proceed into discussion on the proposed extension of the ambulance contract. ***Les made a motion to approve extension offer at 3% for the next 5-years after the contract ends. Ernie seconded. All in favor, the motion passed.*** The Board discussed their satisfaction with the current provider and the efforts they have made to better service the region.

Job Description Review: Tax Collector - A draft of the job description and job opening advertisement were distributed for review. ***The Board agreed to proceed with advertisement for the position.*** Ellen questioned the pay scale to be advertised for the position since the current pay is fee-based. ***The Board agreed on a range of \$18-\$21/hour.***

Non-Public Session(s):

Les made a motion to enter into a non-public session at 7:20 PM pursuant to RSA 91-A:3, II (c), reputation. Melissa 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 7:40 PM. Ernie seconded. All in favor, the motion passed.

Les made a motion to enter into a non-public session at 7:40 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 7:50 PM. Ernie seconded. All in favor, the motion passed.

Les made a motion to enter into a non-public session at 7:50 PM pursuant to RSA 91-A:3, II (l), 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 8:00 PM. Ernie seconded. All in favor, the motion passed.

Adjournment:

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

The meeting adjourned at 8:02 PM.

Consent Agenda:

Accounts Payable – Week ending 10/28/2022 & 11/2/2022	Approved
Payroll Manifest – Week ending 10/26/2022 & 11/4/2022	Approved
Minutes – Selectmen’s Meeting & Non-Public Sessions – 10/24/2022	Approved
Minutes – Public Officials Meeting – 10/26/2022	Approved
Minutes – Selectmen’s Meeting & Non-Public Session – 11/2/2022	Approved
Employee Time-Off Request	Approved
Div. of Forest & Lands Forest Protection Bureau – Grant MOU & Financial Aff.	Approved
Form PA-36-A: Discretionary Preservation Easement App – Marston(Map 9, Lot 18)	Approved
Letter to: Timothy & Nerine Sullivan (Map 7, Lot 4) re: Driveway Permit App Denial	Approved

Correspondence:

Notice of Decision – ZBA App No. 27.12-22 – Variance Granted	Reviewed
Notice of Decision – ZBA App No. 27.12-22 – Variance Granted	Reviewed
Notice of Decision – ZBA App No. 27-12-22 – Special Exception Granted	Reviewed
Notice of Decision – ZBA App No. 32-36-22 – Variance Granted	Reviewed
Notice of Decision – ZBA App No. 32-36-22 – Special Exception Granted	Reviewed
Notice of Decision – ZBA App No. 41-7-22 – Variance Granted	Reviewed
Notice of Decision – ZBA App No. 41-7-22 – Variance Granted	Reviewed
Notice of Decision – ZBA App No. 32-7-22 – Variance Granted	Reviewed
Newsletter – Ossipee Lake Alliance re: Meena, LLC Gas Station – 10.31.2022	Reviewed
Agreement – Casella Transportation & Disposal Services (2023-2027)	Reviewed

Letter – Bill Elliott re: Resignation from Planning Board	Reviewed
Letter – Kelly McClare re: Resignation from Emergency Mgt. & Safety Officer	Reviewed
Letter – Anonymous complaint re: Milford Ave & Old Stage Coach Road camper	Reviewed
Letter – NH DES Drinking Water & Groundwater Bureau re: Freedom Vlg Condos	Reviewed
E-Mail – Carroll County re: Request for town photo for website	Reviewed
E-Mail – 6-Town Regional Ambulance Agreement Extension Request for Vote	Reviewed
E-Mail – CCCDPC re: Public Hearing Request for Carroll County Comm District	Reviewed
Brochure – Keller Williams Government Services	Reviewed
Receipt – State of NH – 2022 Quarter 2 Highway Block Grant	Reviewed
Receipt – Tax Payment as Agreed	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