

**Selectmen's Meeting
Monday, December 5, 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, Jamie Mullen, Rob Cunio, and Jeff Nicoll.

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 Meeting held on November 28, 2022 and the Non-Public Session held on November 14, 2022 and November 28, 2022. Melissa seconded. All in favor, the motion passed.

The property located at 124 Old Stagecoach Road was repurchased by the former owner. The Release Deed was presented for signatures and was approved.

Department Head Updates:

Police Department – Chief Jamie Mullen reported activity was busy around the holiday including a felony arrest with an ongoing investigation for a call involving 4 agencies. Officer Diaz will be attending Police Academy January 9. Jamie has completed the background checks on two part-time candidates and would like to proceed with adding them onto the roster to assist with coverage while Ofc. Diaz is at the academy.

Transfer Station – Supervisor Justin Brooks reported it is starting to slow down. Televisions were hauled out this week and they are working on daily items. Justin received a quote for the garage door replacement at \$4,365 with an electric opener installed. There is a 6-week lead time and he would like to encumber monies from the current budget for the expenditure. The contractor would require ½ down to order the door and the balance upon completion of the installation. Justin also contacted White Mountain Overhead Doors but did not receive response. Ellen provided an additional contact for quote comparison. Justin also reported Charlene has been very successful in getting patrons to update their facilities permits.

Highway Department – Road Agent Scott Brooks reported the crew has been filling in potholes and grading roads where they can. Scott received pricing on the sweeper but did not have it available to share. Scott reviewed the pricing for a new truck at today's prices: \$86k for plow gear for a single axle truck, \$20k for a sander, and \$130-140k for cab and chassis; for total of approximately \$250-260k. The loader (2013 model year) is the next piece of equipment scheduled for replacement anticipated in 2024. The backhoe is noted as a 2014 model year, and grader is a 2011.

Fire Department – Chief Rob Cunio reported 6 calls for medical aid and 1 service call. Rob is still working on making contact with the USDA with the new contact list provided. He questioned if a charge should be implemented for furnace inspections? Les responded that there is no charge for inspections, the permit fee should be adjusted to cover the cost of inspection. Zoning Officer Gary

Williams is in the process of reviewing all permit fees. Currently there is no charge for oil burner permits and there is only record of about 5/year being installed. This will be added for further discussion as an agenda topic next week. Rob reported he has received a quote for the dredging of the fire pond, very similar to the services provided for the fire pond at Jerry Brooks', estimated at \$30-40k. Rob will continue to pursue grant funding to assist with this project as it was noted a priority in the Hazard Mitigation Plan update.

Appointments:

Budget Review: Police Department – Jamie confirmed the hiring of the two part-time candidates. The Board agreed. The Police Department budget was presented at an overall increase of \$2,000 in training. Discussion regarding the cruiser replacement schedule. Jamie does not have plans to replace the Explorer for another 3-years. Les reviewed the replacement schedule where a cruiser is purchased one year and half the monies of the purchase price are added to the Capital Reserve Fund the following year. Jamie will work with Rob and check the state bid pricing and availability for options.

Highway Department - Line-by-line items were discussed; asphalt=cold patch, gravel=1-1/2" trucked, pave=top Swett Hill Road. Plan is to purchase gravel at the end of next year to be stockpiled for Huckins Road. Contract services is for dust control, sweeping, tree removal, crane, bucket truck, etc. Road striping is subject to paint prices. Summer Highway proposed at \$332,956, (18%). Salt is over \$10/ton, average tonnage calculated, sand is the same plus cost of equipment to screen. Scott is hopeful the new salt shed will minimize their loss. Rental equipment has been calculated on recently adopted rates with hours calculated on a 3-year average. Winter Highway proposed at \$476,852 (19%). Oil usage is down and prices are down. General Highway proposed at \$280,756 (8%). Overall budget \$1,090,564 (17.5%).

Conservation Commission – Overall budget presented at \$2,250, reduced from \$2,600. Hours were added for the recording secretary to cover some special meetings planned in 2023, but the operating supply budget was reduced since member packets are being emailed and hand-delivered so this reduction was used to offset the increase in wages. Jeff stated Green Mountain Conservation Group has requested consideration of a 5% increase for their water quality testing. A baseline water quality test has been ordered for Trout Pond as there is no data showing this pond has every been analyzed. With volunteers providing a boat and access, GMCG can complete this testing for \$900 and will be coordinated with Barry Keith.

Discussion regarding the Forest Advisory Committee Warrant Articles. Barry Keith will be providing information for the FAC to review that will help determine the amounts necessary.

Jeff stated the cost for the new signage for the trail renaming project in the Town Forest will be reduced by the Special Revenue funds including the donation received in the name of Jennifer Moulin. A presentation will be planned. The new trail maps featuring a scannable barcode will be livened to the website as soon as Jeff is able to connect with Ellen.

Jeff also reported GMCG will be providing all water quality data in raw form and graphs.

Melissa questioned if there will be a Warrant Article proposed for the trail maintenance/road repairs needed? A quote was received last year but a scope of work should be developed or the project should be put out for proposals. Les stated the FAC should coordinate with Barry for the location of planned

cuttings so it is not disruptive to any trail/road repairs. Jeff stated Barry has provided input for areas needing repair as well.

Heritage Commission – Ellen informed the Board that Alan Fall stated the Commission’s request for level-funding.

The Selectmen are scheduled to meet with the Freedom School Board on 12/19. There are no meetings scheduled 12/26 or 1/2/2023 due to the holiday observance. Meetings will be scheduled in between the holidays as may be necessary to wrap up the operating budget.

Public Input:

Scott reported he reviewed the old road at Sherwood Forest which is now grown in and hard to tell is paved. He anticipates there may be some push back with any attempt to reopen. Scott questions if a survey should be completed to establish the right-of-way since the access has not been utilized in over 40 years. Brush has been piled at the end of the road. The ROW Capital Reserve Fund has a balance of \$6,332 as of 9/30/2022 to be used for this purpose. Discussion regarding whether it would require a vote to bring back to Class V status. The requirements were reviewed, since it has not been maintained for more than 5-years it is considered a Class VI. Laying out as a winter-maintained road is another option but would still require vote at Town Meeting. All were in favor to proceed to have it surveyed. White Mountain should have most of the baseline information to pull from.

Old / New Business / Discussion:

Melissa stated the Brian Taylor noted the Community Profile page is not working on the website. Ellen responded that the link directs to data on NH Employment Security’s site but it has not been updated since 2017 even though the survey is updated annually.

Melissa reported that she attended a broadband meeting in Concord last Friday and approximately 60 people were in attendance. ARPA funds are being accepted for broadband expansion and a second grant will be presented on 12/14/2022. CCI will be moving forward with the project for regional broadband expansion to include Ossipee, Effingham, Madison and Freedom.

Ellen discussed a question raised by a resident regarding survey pins that may have been removed from her property during the Danforth Bay Bridge construction. Ellen contacted Northeast Earth and their project manager remembers a survey pin between the property in question and the neighbor’s located at the mailbox, and the other side pin was found buried 1’ underground and left undisturbed. A metal detector should be able to locate that pin. Jamie questions if the pin was maybe once visibly marked by a grade stake and is no longer? Ellen was asked to check if with Alan Fall to see if he completed the survey on the property. Potential cost to remark the bounds is reported to be \$1,500.

Ellen presented a verbal quote Mark McKinley has received from Charlie Hatfield for tree removal behind the Masonic Lodge. The total is \$1,000 including two ash trees recommended for removal in addition to some problem limbs that could potentially damage the Lodge and Roller Shed. Mark has left several messages with TLL with no return call. Discussion regarding documenting unsuccessful attempts. Les stated that the Purchasing Policy needs to be reviewed and a form developed to document dates and times attempted to contact vendors to obtain competitive quotes. This is becoming increasingly more difficult.

Non-Public Session(s):

Les made a motion to enter into a non-public session at 8:00 PM pursuant to RSA 91-A:3, II (c), reputation. 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 8:14 PM. Ernie seconded. All in favor, the motion passed.

Les made a motion to enter into a non-public session at 8:15 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 8:50 PM. Melissa seconded. All in favor, the motion passed.

Discussion continued:

The status of the 2021 audit was reviewed. Greg Colby is reviewing the financial statements and working on the MD&A for finalization. Ernie stated the audit should be finalized earlier in the year.

Melissa reviewed the meeting she and Scott Brooks attended with the Friends of Danforth Pond ground for their grant funding. There is question about property ownership and deeded access to the property immediately abutting the pond. Melissa reviewed with Ellen and the property is owned by the Town although an abutting property owner has water access rights. Efforts to mitigate runoff will be reviewed and a scope of work will be proposed for submittal with the grant application.

Melissa questioned the status of a building removal for the newly constructed home on Village Road. The dilapidated building on Village at Eldridge Ave. was also discussed. Additionally, it was discussed that new permits should not be issued until existing homes are removed. These two, plus a third at Frank Meserve’s property, should be reviewed by Gary.

Brief discussion regarding the engine replacement in the old International. Ellen will pull the related invoices for review.

Adjournment:

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

The meeting adjourned at 9:05 PM.

Consent Agenda:

Accounts Payable – Week ending 11/30/2022	Approved
Payroll Manifest – Week ending 12/2/2022	Approved
Minutes – Selectmen’s Meeting & Non-Public Sessions – 11/28/2022	Approved
Minutes – Non-Public Sessions – 11/14/2022	Approved
Application for Elderly Exemption	Denied
Agreement for Transportation and Disposal Services – Casella Waste Management	Approved
Timber Tax Levy – Michael Eldridge, Jr., Map 8, Lot 1	Approved
Certification of Yield Taxes Assessed – “ ”	Approved

Bill for Services – Equipment rental rates effective 11/28/2022
Release Deed – Linda O’Leary, Map 41, Lot 41
Employee Time Off Request x3

Approved
Approved
Approved

Correspondence:

Minutes – Town Office Advisory Committee Meeting – 11/30/2022
Minutes – Planning Board Work Session – 12/01/2022
Budget – 2023 Carroll County
Letter – to: Jim Stone re: Appointment to EMD
Receipt – Tax Deeded Property Repurchase
Receipt – Tax Payment per Agreement

Reviewed
Reviewed
Reviewed
Reviewed
Reviewed
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