

**Selectmen's Meeting  
Tuesday, January 24, 2023**

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 Gary Williams (briefly), Jayne Britton (briefly), and Rob Cunio.

**Discussion:**

Gary reviewed a permit application received for a house on Houle Drive and questioned whether the scope of work applied for is permitted. Les suggested Gary review the Planning Board documents which state there cannot be any expansion, renovation, or remodeling that would change the footprint. Gary was also referred to Anne Cunningham for additional information. If the permit application is denied, the applicant may appeal the decision to the ZBA.

Melissa questioned if there are applications for STRs that were approved by the Planning Board last week? Ellen responded that none have been forwarded.

Brief discussion on the request received to continue the ZBA case being heard for the appeal of administrative decision on Short-Term Rentals until February. ***The Board was in agreement that the stay placed on fines should be released, and enforcement action should commence immediately.***

Review of status of Transfer Station staff. Ernie and Melissa recapped on their experiences staffing the Transfer Station over the weekend.

**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 January 9, 2023 and January 11, 2023 as well as the Non-Public Sessions of January 9 and 11. Melissa seconded. All in favor, the motion passed.***

***The Board agreed to reduce the price on the Transfer Station Permits to \$10.00 for the remainder of this year.***

***Les made a motion to accept the NH DES funds for herbicide and DASH treatment of milfoil/invasive species. Melissa seconded. All in favor, the motion passed.***

***Les made a motion to authorized Melissa to sign the NH DES grant paperwork and all related documents. Ernie seconded. All in favor, the motion passed.***

Ellen announced the filing period for Town and School elected positions opens tomorrow and closes Friday, February 3<sup>rd</sup>.

Jayne Britton thanked the Board for the salary consideration for the Treasurer position but declined requesting an amendment to half of the proposed increase. The budget will be updated to reflect the amended amount.

### **Department Head Updates:**

Fire Department – Chief Rob Cunio discussed the four fires that have occurred in the past week and a half. Call volume included 4 medical aid, 3 mutual aid-fire, and 1 service call. Thanks to Scott and the Highway crew for immediately plowing and sanding the driveway on Moulton Road at the start of the fire. There will be a CPR certification class held at the Town Hall on February 7 hosted by Action Ambulance. Ellen will create a sign-up sheet for any employees wishing to renew or establish certification. Rob stated his appreciation of the mutual aid system.

Town Office – Ellen is still working on the budget and Warrant Articles, and estimated revenues. W2's and 1099's were prioritized to go out this week. Amendments were needed to the quarterly tax filings before the W2's could be issued. The new phone system issues have been resolved after multiple calls and on-site visits from Spectrum. There was an issue with the two switches that were in place and a single 24-switch was replaced which resolved the issue. A second phone line is needed as a backup to the fire alarm system so Ellen will get that established. Rob confirmed that he receives calls whenever there is a trouble code whether it be fire or related to the heating system. Ellen reported that the library is working on amending their budget request as is Scott for the highway budgets.

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

*Winter Parking Ban* – All are in favor of implementing a winter parking ban for all public ways, throughout the town. Les stated there is an existing parking ban already in place for the Village that was in place well before he became Selectman. Ellen will research the ordinances.

*NH DES Exotic Species Program Grant* – Previously discussed.

*2023 Operating Budget Review* – Ongoing. An email was received from Sarah Groleau confirming no changes to their proposed budget that was presented in December.

A second quote for tree removal behind the Masonic Lodge and roller shed was presented for the same amount as the first, \$1,000. The first quote received has apparently withdrawn. ***The Board was in agreement to proceed with the tree cutting.***

Continued discussion on staffing coverage at the Transfer Station. Ernie came up with a few names that have offered to help on a per diem basis and shared those.

### **Public Hearing:**

At 7:15 PM, Les made a motion to open the Public Hearing to review the application for Discretionary Preservation Easement for Caroline Marston, 184 Scarboro Road (Map 9, Lot 18). Ernie seconded. All in favor the motion passed.

The application and accompanying photos were reviewed. If approved, an easement deed will go into effect for a 10-year period with automatic renewal and will provide a 75% assessment reduction for the building and land it is on.

The hearing was opened to the public for comment.

Rob Cunio stated he is in favor of the preservation of any old barn. He loves to see them restored rather than deteriorating and torn down.

Les is in favor and prefers to see them restored or taken down and rebuilt in another location.

Being no further comment, Les made a motion to adjourn the public hearing at 7:17 PM. Ernie seconded. All in favor, the motion passed.

**Discussion continued:**

Public Session reconvened at 7:17 PM.

*Les made a motion to approve the application for Discretionary Preservation Easement for Caroline Marston, Map 9, Lot 18 on Scarboro Road. Ernie seconded. All in favor, the motion passed.*

Melissa questioned what can be done to increase the town's retirement contribution? Ellen read the email received from Wells Fargo stating the plan would need to be changed from a Simple IRA which has a max contribution of 3% and would have to change the plan at the start of the next calendar year.

Discussion regarding performance review periods and employee eligibility for leave time. The retirement contributions are not effective until an employee has met a 6-month probation period.

Ernie discussed the budget stating that as it has been proposed, the taxes will not go up.

Melissa commented that the Planning Board has been quiet. There have been a few new STR applications and renewals and they have been working on the formatting and wording for the 11 proposed amendments to the Zoning Ordinance. The Workforce Housing amendment is 20-pages. Others are amendments suggested by Zoning Officer Gary Williams.

Ellen has requested to Scott that the Transfer Station be plowed before Friday. The containers will need to be swapped prior to Friday. Justin will be checking containers and will order a swap if necessary.

Discussion regarding preparation for opening the emergency shelter (Town Hall) in the event of power outage. Rob stated he can unlock the Town Hall if needed.

**Appointments:**

Not applicable.

**Public Input:**

None presented.

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

Not applicable.

**Adjournment:**

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

The meeting adjourned at 7:33 PM.

**Consent Agenda:**

Accounts Payable – Week ending 1/13/2023 & 1/20/2023	Approved
Payroll Manifest – Week ending 1/11/2023 & 1/18/2023	Approved
Minutes – Selectmen’s Meeting– 1/9/2023 & 1/11/2023	Approved
Minutes – Non-Public Sessions – 1/9/2023 & 1/11/2023	Approved
Letter – to Trustees of Trust Funds re: Municipal Land & Building CRF withdrawal	Approved
Letter – to State of NH Boat Desk re: Goodhue Marine, Authorized Boat Agent	Approved

**Correspondence:**

Petition - Letter – to Carroll County YMCA Camp Huckins Re: Thanks for donation Reviewed	
Letter – to Calumet Lutheran Camp re: Thanks for donation	Reviewed
Letter – to Michele Keenan re: Acknowledging appointment to FCC	Reviewed
Letter – to Paul Elie re: Acknowledging appointment to FCC	Reviewed
Letter – from Acton Family re: thanks to all town staff and officials and farewell	Reviewed
Email – to Paul Mathieu & Robin Waters re: Budget review requested for reduction	Reviewed
Email – from Sarah Groleau re: No change to proposed school budget	Reviewed
Email – from Wells Fargo re: Retirement plan change	Reviewed
Email – from NH DES re: Groundwater Mgmt. Permit Renewal for closed landfill	Reviewed
Report – Budget status related to 3 Ossipee Lake Road cleanup	Reviewed
Report – Action Ambulance - 4 <sup>th</sup> quarter 2022	Reviewed
Bulletin – NHMA Legislative Bulletin No. 04	Reviewed
Newsletter – Ossipee Lake Alliance re: Meena, LLC Gas Station	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