

**Selectmen's Meeting
Monday, January 30, 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 Justin Brooks, Jamie Mullen, Rich Gray, Scott Brooks, and Rob Cunio.

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 24, 2023. Melissa seconded. All in favor, the motion passed.

Department Head Updates:

Transfer Station – Supervisor Justin Brooks thanked the Selectmen for covering the Transfer Station due to staff absences as well as Scott Brooks for plowing and sanding.

Police Department – Chief Jamie Mullen announced that Officer Diaz has moved to part-time and Officer Will French will be starting with the department full-time this week. Two new firearms with new modular optic sites have been purchased and will be tested and used for training. Many policies have been updated and implemented including firearms certifications, use of force, driving, and cell phone use. Chief reported on a suspicious activity call received which appears to be an attempt to disable a camera. This is under further investigation. Thanks were given to the Sheriff's Office for providing coverage as needed. Jocelyn, the Admin. Asst., has been transcribing interviews and assisting with other case load work.

Fire Department – Chief Rob Cunio reported call volume including 6 medical aid, a structure fire on Moulton Road, 1 call for service and an illegal brush fire. It was busy following the snow storms and he is thankful for having 4-wheel drive to get into and out of call locations.

Highway Department – Road Agent Scott Brooks reported winter activity. He has reworked the budget numbers and will present those this evening.

Public Comment:

Justin requested a day off and was asked to fill out an employee time off request form.

Jamie acknowledged Officer Diaz for his efforts in saving the town \$700 on the new firearms purchase. Prior attempts made with the manufacturer were unsuccessful but Eric's persistency resulted in employee pricing.

Appointments:

Not applicable.

Old / New Business / Discussion:

Melissa questioned if a sign can be placed to point out where the public can access the sand at the Highway Garage. Scott confirmed it is all located in the new sand shed. They have looked for areas to put a separate pile for the public without being in the way of equipment but has been unsuccessful in designating an area. Les suggested an area for a sand pile at the Transfer Station. Justin stated the bulbs and oil can be shifted around in the shed so it can be somewhat under cover.

2023 Operating Budget Review – Scott presented an updated request for the winter and summer highway budgets. He reviewed line items that were adjusted. The net result of reductions is an overall increase of 11.5% for all highway-related budgets. The operating budget will be updated according to these changes.

Scott announced that he and Ellen attended a webinar last week with FEMA regarding the storm events in December. EMD Jim Stone had completed a preliminary application with estimated figures and although a disaster has not yet been declared, they are looking for cost estimates, photos, GPS coordinates and additional documentation. Scott stated this is not normally how it is handled since it seems to be a lot of work without having a declaration. Preliminary cost estimates for repairs impacting ten town roads came in at \$136,000 of which the town could potentially be reimbursed for 80%. Rob will contact Jim Stone to see if he can contact the State office for clarification on the process. Scott stated that Madison did not submit and he is unsure if other towns in Carroll County submitted requests.

Winter Parking Ban – Ellen stated that he Public Hearing to adopt an ordinance has not been scheduled yet because criteria for the ordinance needs to be established first. Normally a draft document is available for circulation prior to the hearing. Discussion regarding issues with road side parking Square Brook as well as snowmobile use on the roads which is creating challenges in snow removal efforts. A letter will be drafted to the Square Brook Association addressing these items. Police and Fire were asked what they would like to see? Jamie responded that proper notification has to be made to the public so they are aware. Rob has concerns with being able to get trucks and equipment to call locations especially during storms. The Board discussed several ways to proceed including setting a period of time for which the parking ban would be in effect. A few example winter road bans from other towns were reviewed. Scott stated he recently experience an issue with a car parked facing the wrong direction on a Rice Hill Road overnight and his concern for lack of visibility while plowing in a storm event. Jamie relayed a questioned asked of him on what happens with deliveries and unattended vehicles. Ernie likes the idea of an effective period from 11/1 to 4/15. Scott stated that snow has been received in late April and suggests 5/1 as an end date and for other times of snow and ice accumulation. Les stated it is a matter of public safety and suggested signage similar to what can be found in Bartlett place at every entry point into town. The Board agreed to move forward with drafting a winter parking ban effective 11/1-5/1 with no on street parking on town roads, to be reviewed further on 2/6/2023 and a public hearing to be scheduled the same night as the Budget Hearing, 2/13/2023. Violators will be subject to tow and fines at the owner's expense.

2023 Operating Budget Review continued – Updated operating budgets and warrant articles were presented for review. The library has amended their request to \$120,000 and that has already been figured in. The new highway budget figures will need to be updated in the spreadsheets. The Board proceeded with calculations on the tax rate impact. Two warrant articles had been omitted; the Transfer Station improvements and Watson Hill Culvert. Following their review and discussion, the Board was in agreement to move forward with funding the additions to the Capital Reserve Funds with fund balance

(noted at \$1,316,374 or 16.16%). Ellen will update all budgets for further review in advance of the 2/13/2023 Budget Hearing.

Non-Public Session(s):

Les made a motion enter into a non-public session at 8:43 PM pursuant to RSA 91-A:3, II (a), personnel. Ernie seconded. Roll call vote was taken: Ernie-yes, Melissa-yes, Les-yes. All in favor, the motion passed. Ernie made a motion to resume public session at 9:05 PM. Melissa seconded. All in favor, the motion passed.

Adjournment:

Being no further input, Les 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 1/27/2023	Approved
Payroll Manifest – Week ending 1/25/2023	Approved
Minutes – Selectmen’s Meeting– 1/24/2023	Approved
Letter – to Timberwolf Logging re: Donation of ash logs for snow roller	Approved
Request for Abatement – Robert & Theresa Zowasky, 113 Burnham Road (13/39)	Approved

Correspondence:

Letter – Bergeron Tech. re: Town Office Feasibility Study, Terms of Agreement	Reviewed
Letter – Anne Cunningham re: Response to above	Reviewed
E-Mail – re: Speeding on Liberty Lane & request for speed bumps	Reviewed
Notice – Municipal Budget Hearing – 2/13/2023	Reviewed
Budget Request – Library Appropriation	Reviewed
Proposal – Pope Security re: Fire alarm system for Masonic Lodge	Reviewed
Newsletter – Ossipee Lake Alliance re: Meena, LLC Gas Station, 1/29/2023	Reviewed
Newsletter – “ ”, 1/26/2023	Reviewed
Receipt – Tax payment as agreed	Reviewed
Report – Summary of (tax payment) activity by owner	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