

## SELECTMEN'S MINUTES

November 4, 2019

Present: Bruce Beane, Jim Trudell, Wendy Ho-Sing-Loy, Donna Clark-AA, Celine Presby-Treasurer

Chairman Beane called the meeting to order at 6:00 pm.

### Manifests & Invoices:

The manifests for 10/28/19 and 11/04/19 were authorized and new invoices for future payment were reviewed and initialed.

### Treasurer's Report:

The Treasurer's Report was read showing a balance of \$64,798.41 in the WGSB checking account, \$50,722.39 in the WGSB Insured Cash Sweep (ICS) account, and \$50,000 in the Tax Anticipation Note (TAN). Beane motioned to approve the Treasurer's report as given, 2<sup>nd</sup> by Ho-Sing-Loy, all voted in favor. \* The Board also signed a Request for Advance to transfer the last \$50,000 from the TAN to the General Fund checking account to cover the Nov \$72,000 school payment.

### Meeting Minutes:

Minutes for the Oct 21<sup>st</sup> meeting were reviewed. Beane motioned to approve the minutes as written, 2<sup>nd</sup> by Ho-Sing-Loy, all voted in favor.

### Committee/Department Reports & Needs:

The Board signed a purchase order for Granite State Truck Center for \$1,825.74 for a replacement steering box as discussed at a previous meeting. \* Two timber tax warrants & certifications were reviewed and signed. \* The ad for proposals for 2020 cemetery, Town Hall and Grange Hall mowing is posted on the town website and will appear in this week's Littleton Courier. Proposals must be received by Nov 21<sup>st</sup> and will be opened at a Cemetery Committee meeting on Nov 25<sup>th</sup>. \* The Selectmen signed appointment papers for Beverly Bettencourt to serve as a Supervisor of the Checklist and for Diana McGrath to serve as Deputy Town Clerk/Tax Collector. \* Conservation Commission Chairman Lisa Linowes will contact two residents interested in becoming members. \* The Town Offices will be closed Nov 11<sup>th</sup> in observance of Veterans Day.

### Permits and Applications:

The following was approved:

- Zoning Permit for Bentley & Lynn Craig for a new home for Map 206 Lot 004

Follow up on the Zoning Permit for Michael Belanger for a new home for Map 209 Lot 022 - NH DES Approval for Construction of a septic system has been received and the waiver of liability for building on a private road has been recorded.

### Correspondence:

The following were received:

- Nov/Dec 2019 NH Town & City magazine
- HealthTrust Financial Statements now available
- HealthTrust Annual Meeting & Board of Directors Election on Dec 5<sup>th</sup> in Concord
- NH Municipal Association Annual Meeting on Nov 14<sup>th</sup> in Manchester
- AHEAD 2018 Annual Report
- NH DES notice of application fee updates for certain permits
- Lisbon BizNews Fall/Winter 2019 newsletter

**Old Business:**

The 2020 HealthTrust medical rates, plan options and cost-sharing formulas were discussed. Trudell motioned to maintain the current medical plan and continue the employees' cost sharing formula at 12% for a single or 2-person policy, 2<sup>nd</sup> by Beane, all voted in favor. Family plans are available but the employee pays the difference in cost between 2-person and family coverage. The Selectmen reviewed and signed the transmittal for 2020 HealthTrust medical, dental and short-term disability coverages. They will meet with employees in the coming weeks to review the new rates and cost sharing amounts.

**New Business:**

The Town received the 2019 Grafton County Tax invoice for \$118,190 which is an increase of \$1,553 from last year. \* The Board asked Clark to look into purchasing a digital projector for Town Hall presentations. \* The Board discussed an email from Native Plant Trust regarding the possible donation of a house and land to the Town. Clark will set up a time for the Selectmen to call the owner to discuss the matter further. \* A letter will be sent to a property owner who has posted a town road as a private driveway. \* A resident is interested in using the Town Hall for an exercise class this winter but more information is needed before a decision is made. \* The Board met to review the 2019 property tax rates calculated by the NH Dept of Revenue. The Selectmen are only able to adjust the amount of overlay requested to cover possible abatements and the amount of fund balance used to reduce the town's portion of the tax rate. The 2019 property tax rate was set at \$24.13/1000 which is \$1.49 higher than 2018. The local school rate is up \$1.08, the town rate is up \$.31 and the state school and county rates are each up a few cents. The warrant will be printed and signed and the tax bills will be mailed Nov 7<sup>th</sup> with a due date of Dec 7<sup>th</sup>.

Trudell motioned to adjourn the meeting at 8:05 pm, 2<sup>nd</sup> by Beane, all voted in favor.

The next regular meeting is scheduled for Monday, Nov 18<sup>th</sup>, at 6:00 pm.

Approved:

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