

SELECTMEN'S MINUTES

May 17, 2021 at the Town Hall

Present: Bruce Beane, Jim Trudell, Wendy Ho-sing-loy, Celine Presby-Treasurer, Administrative Assistant-Tabbatha Shosa, Road Agent-Tom Smith

Other: Nancy Labbay

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

Manifests & Invoices:

The manifests for 05/06/2021, 05/10/2021 and 05/17/2021 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 \$70,801.11 in the WGSB checking account, \$50,000 in the NOW account, and \$164,841.91 in the WGSB Insured Cash Sweep (ICS) account. Ho-sing-loy motioned to approve the Treasurer's report as given, 2nd by Trudell, all voted in favor.

Meeting Minutes:

Minutes for the May 3rd meeting were reviewed. Beane motioned to approve the minutes as written, 2nd by Ho-sing-loy, all voted in favor.

Committee/Department Reports & Needs:

- Shosa explained that she would be preparing the first Tax Warrant for the 2021 year in the next week. Carignan will process and mail out the first round of tax bills on Wednesday, May 26th. This will be the Towns first year with semi-annual tax billing.
- Shosa will attend a training for Municipal Officials on Tuesday, May 18th. She will also register for the Art of Welfare virtual training that will take place in June.

Permits and Applications:

- The BOS reviewed and signed a driveway permit for a property located on Skinny Ridge Rd.
- The BOS reviewed and signed three timber tax warrants and certifications.
- The BOS reviewed and signed an Intent to Cut for Map 241 Lot 001
- The BOS reviewed and signed an Intent to Cut for Map 233 Lot 007

Correspondence:

- The BOS received the NH Town and City Magazine for May/June 2021. Beane will review for information that might pertain to the BOS.

Old Business:

- Shosa has continued to provide additional documentation as it is requested to the auditors. The auditors will provide a Financial Report of the Budget in the next week and Shosa will complete the MS-535 and prepare it for signatures.
- The BOS continued to discuss their concerns with the necessary clean-up that needs to be completed for a property located on Under the Mountain Rd. They will continue to research in an effort to determine who is responsible for the removal of the debris.

New Business:

- An update on progress being made on the construction of a home on Wilderness Acres Rd was reviewed by the board.
- A letter confirming the extension of an existing building permit was signed to allow the applicant to complete improvements on a new structure to bring zoning violations into compliance.
- Nancy Labbay discussed concerns over a recent Timber Tax bill that was received last week. Shosa will speak with the DRA to review the processing and ensure that the proper amount is billed. The BOS will abate the difference should a change need to be made.
- Three request for use of the Town Hall in the months of June and July were recently received. The BOS will allow the Town Hall to be opened to the public once again but will be implementing additional guidelines and rules. The bathroom, tables, chairs, doorknobs, and light switches must be wiped down and disinfected after use. CDC mask guidelines must be followed. The current guidelines state that any individual who has not received a full COVID vaccine will be required to wear a mask. The individual applying for the use of the Town Hall is agreeing to take responsibility for and ensure that all those in attendance at their function will adhere to all of the rules and regulations set forth by the BOS.

Trudell motioned to adjourn the meeting at 7:40 pm, 2nd by Beane, all voted in favor.

The next regular Selectmen's meeting is scheduled for May 24th at 6:00 pm at the Lyman Town Hall.

Approved:
