

Selectmen's Minutes

December 15, 2014

Present: Jim Trudell, Bruce Beane, Steve Moscicki, Donna Clark-AA, Celine Presby-Treasurer

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

Manifests & Invoices:

The manifests for Dec 3rd, Dec 8th and Dec 15th 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 \$107,430.06 in the WGSB checking account and \$215,094.60 in the WGSB Insured Cash Sweep (ICS) account. Treasurer Presby reported that the \$600,000 tax anticipation note (TAN) has been repaid in full. Moscicki motioned to approve the Treasurer's report as given, 2nd by Beane, all voted in favor.

Meeting Minutes:

Minutes for Dec 1st and Dec 4th were reviewed. Moscicki motioned to approve both sets of minutes as written, 2nd by Beane, all voted in favor.

Committee/Department Reports & Needs:

- The Town Offices will be closed for vacation from Christmas Eve through Jan 4, 2015. This information is posted at the Town Hall and on the Town website, and will appear in the Dec 17th edition of the Littleton Courier. The Selectmen will meet as usual on Dec 29th at 6:00 pm.
- Trudell made a motion to transfer \$24,000 from the Building Capital Reserve Fund to the General Fund to cover additional amounts expended on the Town Hall addition since the initial transfer of funds in Oct 2014, 2nd by Beane, so voted all. Trudell made a motion to transfer \$2,895 from the Office & Computer Equipment Capital Reserve Fund to the General Fund to cover the amount paid to W.B. Mason for a refurbished Sharp MX2600N color printer/copier/scanner/fax for the Town Offices, 2nd by Beane, so voted all. Letters authorizing the Trustees of the Trust Funds to coordinate the transfer of these funds with Treasurer Presby were also signed.

Permits and Applications:

The following were approved:

- Pistol Permit
- Intent to Cut for Sarah Aldrich for Map 215 Lot 005

Correspondence:

The following was received:

- Lyman Community Group - Nov 2014 meeting minutes and notice that they will soon be electing officers for 2015 if anyone is interested

Old Business:

- Beane updated the Board on the Town Hall addition. A leak caused by ice and snow backing up has been resolved. Carpet will be installed in the upstairs office this week and the Selectmen's office will be moved into the new area. Remodeling of the lobby and Town Clerk/Tax Collector's office will then begin. Expenses for the project were also reviewed.
- Town Counsel has requested more information regarding an ongoing FairPoint pole license petition matter.
- Paul Hatch of NH Homeland Security & Emergency Management will assist Clark and Emergency Management Director Michael O'Brien in applying for \$2,500 in 2015 grant funds for the Emergency Operation Plan update.
- Trudell and Beane reported on a Local Government Road Law seminar they recently attended. The importance of record-keeping was stressed when addressing road issues. After the first of the year, Trudell will work with Tom Smith to formally document the location and condition of all culverts and bridges.
- The Board received a response to a request for information from a resident operating a business out of her home. No further action is required.

New Business:

- Lyman's 2014 equalization data was prepared by Clark and assessor Phil Bodwell and reviewed by the Selectmen. The Board signed the Equalization Municipal Assessment Data Certificate and the data will be electronically submitted to the NH Department of Revenue.
- On Dec 5, 2011, the Board of Selectmen voted to allow members of the governing body to participate in the HealthTrust medical insurance plan at their own expense. After some discussion and confirmation from HealthTrust that this group would also be eligible for dental coverage, Trudell motioned to allow members of the governing body to participate in the dental insurance plan at their own expense, 2nd by Beane, all voted in favor.
- Work continued on the 2015 proposed budget.

Trudell motioned to adjourn the meeting at 7:55 pm, 2nd by Beane, all voted in favor.

The next regular meeting is scheduled for Monday, Dec 29th, at 6:00 pm.