

Selectmen's Minutes

July 27, 2015

Present: Bruce Beane, Steve Moscicki, Jim Trudell, Donna Clark-AA, Celine Presby-Treasurer, Michael O'Brien-Emergency Management Director, Tom Smith-Road Agent

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

Manifests & Invoices:

The manifests for July 20th and July 27th 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 \$56,406.12 in the WGSB checking account, \$10,186.38 in the WGSB Insured Cash Sweep (ICS) account and \$300,000 in the tax anticipation note (TAN). Moscicki motioned to approve the Treasurer's report as given, 2nd by Trudell, all voted in favor.

Meeting Minutes:

Minutes for July 13th were reviewed. Moscicki motioned to approve the minutes as written, 2nd by Trudell, all voted in favor.

Committee/Department Reports & Needs:

- Emergency Management Director Michael O'Brien met with the Board to discuss a number of issues. The Town's Hazard Mitigation Plan and Local Emergency Operations Plan must both be updated by the fall of 2016. Grants will cover a majority of the cost and the Town's match will be in the form of hours contributed by staff and officials. He also attended a meeting on the Emergency Food & Shelter Program and applied for received \$500 towards emergency supplies. Michael toured the new addition, including the 1st floor meeting room which will be designated as the Town's Emergency Operations Center (only when needed) as well as the storage area available under the addition. The group discussed doing a mailing with emergency contact information and a survey as money was budgeting for this purpose. Michael will meet with the Board again to present the information for the mailing and a list of supplies to be purchased.
- Tom Smith updated the Selectmen on highway department matters. He and Beane made a beneficial trip to Pike Industries last week to see their crushing operation. They crush the same basic material as that found in the Town's quarry but mix overburden in with it to act as a binder. They also suggested tearing up roads before grading to create a softer surface so stones will lay down and stay down. Tom tried this when grading Skinny Ridge Rd and it looked great after rolling and spraying. They also discussed re-crushing or re-screening some of the material that is stockpiled. Beane located a used trailer that could be used to haul the vibratory roller and the backhoe among other things. The price is good so he and Tom will inspect it tomorrow and make an

offer if it is found to be in good condition. Asplundh is taking down a large diseased tree in Center Cemetery, saving the Town about \$1,600. The Selectmen asked Tom to follow up with having Michie Corp prepare a contract to begin the engineering phase of the Mountain Meadows Road bridge replacement project. A beaver dam let go and washed out a portion of Wilderness Acres Rd. Beane confirmed with Town Counsel that the Town cannot assist with repairing a private road. A letter will be sent to property owners on private and class 6 roads reminding them that they are responsible for the maintenance of those roads. A purchase order was approved for All States Asphalt for \$2,760 for liquid calcium chloride.

- Clark reported on the recent Safety Committee meeting which included an inspection of the Town Hall.
- Tax Collector Carol Messner provided a list of properties liened on July 22nd and requested authorization to record two July 23rd tax deeds for properties that were taken for outstanding 2012 taxes. The Selectmen also acknowledged her request for the refund of a partial payment made on one of the properties and reviewed and signed deed letters to the former owners.
- The Trustees of the Trust Funds advised the Board that PFM Asset Management is the new administrator for the NH Public Deposit Investment Pool which holds all of the Town's capital reserve funds.

Permits and Applications:

The following was approved:

- Driveway permit for Timothy Ryan for Map 246 Lot 007

Correspondence:

The following were received:

- Grafton County Fiscal Year 2016 Budget
- UNH T2 Fall 2015 Training Calendar
- Lyman Community Group's June 2015 meeting minutes
- North Country Council is moving to Mount Eustis Commons July 30th
- PLT offering 'A Hard Road to Travel' workshop Sept 11th in Concord - Beane, Clark & Smith will attend
- HealthTrust Healthcare Reform webinar on IRS Reporting on Aug 13th
- North Country Public Safety Foundation seeking nominees for Public Safety Officer of the Year

Old Business:

- The Town's representation letter to Plodzik & Sanderson regarding the 2014 audit process was reviewed and signed.
- Beane spent a few hours with Roy Duddy, Eversource's community relations representative, reviewing the energy efficient aspects of the Town Hall addition and discussing the rebate paperwork for the heat pumps and lighting. Some additional cost information is needed from the electrician in order to complete the forms.
- After review by Town counsel, the public notice to sell a Hurd Hill Rd tax deeded parcel by sealed bid was submitted to the Littleton Courier and Caledonian Record and is posted at the Town Hall and on the Town website.

Information about the property may be obtained from the Selectmen's Office during regular business hours.

- Engineer Jenn McCourt is working on the Town Hall septic system plan.
- In an effort to resolve an ongoing nuisance dog situation, the complainants will be asked to attend next week's meeting.

New Business:

- Beane will inspect the front handicapped ramp with Charles Hochmuth to determine if it needs to be reinforced before it is painted and has new non-skid material put down on it.
- The Board appreciates the efforts Nancy & Jerry Landry have put in to help make the Grange Hall a more attractive building.
- Clark has signed up for the PLT Financial Reporting & Accountability course this fall that includes classroom and webinar sessions.

Non Public:

Beane made a motion to enter non-public session per RSA 91-A:3, II(a) to present two annual employee reviews, 2nd by Moscicki, all in favor by roll call vote. Resumed public session. Trudell made a motion to seal the minutes of the non-public session, 2nd by Moscicki, all in favor following a roll call vote.

Moscicki motioned to adjourn the meeting at 8:40 pm, 2nd by Trudell, all voted in favor.

The next regular meeting is scheduled for Monday, Aug 3rd, at 6:00 pm.