

## BOARD OF SELECTMEN'S MEETING

Monday, February 26, 2018  
Call Meeting to Order **5:00PM**

### DRAFT

Donald Harty \_\_\_\_\_  
Hugh Curley III \_\_\_\_\_  
J Christopher Bowes \_\_\_\_\_

Approved on \_\_\_\_\_ (Date)  
or amended on \_\_\_\_\_

**Present:** Donald Harty, Chair; Hugh Curley, Vice Chair; Chris Bowes, Selectman and Kelly Dearborn-Luce, Town Administrator/Recording Secretary.

Chair Don Harty opened the meeting at 5pm.

#### Scheduled non-public session.

At 5:00PM Hugh Curley made a **motion** to go into non-public session under RSA 91-A: 3 II (a) personnel. Chris Bowes seconded the motion. A roll call vote was Don Harty – yes, Hugh Curley – Yes and Chris Bowes - yes. Motion passed.

At 5:55PM the Board returned from non-public session. Decisions were made in non-public. Hugh Curley made a **motion** to seal the minutes. Chris Bowes seconded the motion. A roll call vote to seal the minutes was Don Harty – yes, Hugh Curley – Yes and Chris Bowes - yes. Motion passed.

Chair reconvened the regular meeting.

**Staff Present:** Nancy Wheeler

**Other Attendees:** Joni Kitson, Virginia Drew, Dick Frambach, John Klose and Leann Fuller.

The group recited the Pledge of Allegiance.

**Review and Accept Agenda** Chris Bowes made a **motion** to approve the agenda. Hugh Curley seconded the motion, all voted in favor.

#### **Scheduled Public Hearing:**

Chair Don Harty opened the public hearing for the Board of Selectmen to discuss accepting a donation to the Fire Department. Chief Yeaton spoke about the donation; the furnace needed to be replaced at the fire station and in 2016 bids were sent out. Rymes was awarded the bid. The heating system was switched over from oil to propane. The replacement cost was \$21,500 and Rymes donated \$10,000 towards the cost. Chair Harty kept the public hearing open for an hour for further comments or discussion. After hearing no further discussion, Hugh Curley made a **motion** to close the public hearing. Motion was seconded by Chris Bowes, all voted in favor. Chris Bowes made a **motion** to accept the donation of \$10,000.00 from Rymes for the Fire Department furnace. Motion was seconded by Hugh Curley, all voted in favor.

Chief Yeaton introduced new volunteers for the Fire Department, Kaylie Smith and Brad Ryder. Kaylie has been with the Explorer program for 6 years and will now volunteer and become AEMT. She will be taking the AEMT course with George Calligandes. Kaylie is also attending NHTI for Business Management. Brad is working on his Assoc degree in Firefighting and is currently FF1 and EMT.

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He will be FF2 and AEMT in the spring. Chief also noted that 2 other members will be new volunteers; Mike Crowley who is an AEMT and has an interest to be active in the Department and Dave Simpson who is an instructor at the Fire Academy, FF2 and AEMT. Chief said he was glad to have the new volunteers. Board thanked the Chief and new volunteers for their service.

Chief also spoke about the new incentive program for recruitment that George Calligandes is working on. George has proposed a free AEMT class for volunteers to become certified and in return they will commit to serve on the department for 2 years. The Board would like some more details with the program and they will discuss at the next meeting. Also the Chief said the new ambulance bid has been awarded to American and the Ambulance committee did a great thorough job.

Chief Yeaton mentioned that the Antique Fire Truck Show will be in May at Webster Park and there will be parade with over 100 antique trucks.

Kelly Dearborn-Luce noted that the other scheduled item for the agenda was for Patricia Hickey, Welfare Director to discuss monthly allowance. Patricia had received new information and is still working on the changes.

#### **Finance report:**

Nancy Wheeler reported on the reimbursement funds from DOT regarding Echo Valley Farm Road Bridge project. The job came under budget approximately \$25,000. The reimbursement payment should be \$154,000. Nancy mentioned the reissue of the payroll manifest due to a voided check. Hugh Curley asked about the invoice for the Food Pantry furnace. The furnace was not working and Kelly had called for service. The new part was defective and still on warranty and the repair will be done this Friday.

#### **Administrators Report:**

Kelly Dearborn-Luce noted that the new candidate for the Zoning Board of Adjustment recording secretary was in attendance and would like to meet the Board. Kelly said Leeann Fuller came in for an interview and also met with Glenn Horner, Chair of ZBA. The Board welcomed Leeann Fuller and spoke about the current position as recording secretary. Hugh Curley made a **motion** to offer the position as recording secretary to Leeann Fuller. Motion was seconded by Chris Bowes, all voted in favor.

Kelly continued to report on the following: Departments – Gordon has posted the roads and will work with Kelly to submit any waiver request through emails. Chief Yeaton said he had worked shifts over the weekend due to number of calls and they are short staffed. Chief Preve would like to be able to utilize the holding cells now that have been repaired. The Board agreed it was ok to use the cells now. The Town report is out for final print. Bob Blodgett would like to know if you need his assistance as Pro-Tem for Election Day. Hugh Curley made a **motion** to appoint Bob Blodgett as pro-tem for the day of the election, March 13, 2018. Motion was seconded by Chris Bowes, all voted in favor. The tax deeded property previously discussed is now vacant and the MH park owners are in the process of taking it. The property may not have to be deeded and Kelly will speak with Dawn Blackwell, Tax Collector. Tim Northcott from M&N Assessing is working on new pick-ups, abatements, exemptions, etc. before the April 1<sup>st</sup> deadline. The Board had previously asked about consolidating the plow/mow (lawn) maintenance and Kelly is still working on names and prices.

#### **Signature:**

Accounts Payable/Manifest was reviewed and signed.

Payroll was reviewed and signed.

Restitution payment agreement was reviewed. Kelly Dearborn-Luce noted that the party responsible for the payment has not returned her signed copy. The Board would like to wait until she signs her copy and will review again at the next meeting.

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Publishing Contract for the local free maps was reviewed. Hugh Curley made a **motion** to approve and sign the contract, as it is no cost to the Town. Motion was seconded by Chris Bowes, all voted in favor.

Land Use Changes: Tim from M&N Assessing submitted 3 land use changes for current use land release. Chris Bowes made a **motion** to approve the land use changes for Map R10-23-12, R10-23-20 and R8-8-3. Motion was seconded by Hugh Curley, all voted in favor.

## **DISCUSSION**

2018 Paving prices submitted by Advanced Paving was reviewed. Kelly noted that Gordon Ellis, Road Agent wants to stay at these prices, as it would be less expensive due to increase of oil (for asphalt). The Board reviewed last year prices and the bid process. Chris Bowes said he is uncomfortable not going out to bid per the town policy and he would like to speak with Gordon to clarify. Don Harty said he would like to see the 2018 pricing go out to bid again. Hugh Curley said he was not uncomfortable with accepting these prices as they would be for smaller projects but maybe they could obtain bids for the number of feet, tons, etc. and not necessarily each road project.

## **MINUTES**

*Draft* – February 12, 2018 - Hugh Curley made a **motion** to approve the minutes Don Harty seconded the motion, all voted in favor. (Chris Bowes abstained as he was absent for meeting.)

*Final* – January 29, 2018 at 8:30AM were reviewed and signed.

*Final* – January 29, 2018 at 5pm (amended minutes) were reviewed and signed.

*Final* – February 2, 2018 were reviewed and signed.

Non-Public minutes – February 12, 2018 (sealed) were reviewed. Hugh Curley made a **motion** to approve the non-public minutes. Don Harty seconded the motion, all voted in favor. (Chris Bowes abstained as he was absent for meeting.)

Non-Public Minutes February 2, 2018 (sealed) the amended version was reviewed. Hugh Curley made a **motion** to approve the amended minutes. Don Harty seconded the motion, all voted in favor.

## **Liaison Reports:**

Hugh Curley asked about the handouts for the Old Meeting House Committee and Virginia Drew will contact Jeff Keeler. Hugh said the Planning Board approved two new businesses. BCEP discussed the compost and noted that they will not be accepting brush. Hugh mentioned that the “Meet the Candidates” session will be on Sunday at 2pm at the Library.

Chris Bowes spoke about the DOT letter regarding the Route 4 rest area. They are going to surplus the property and it will be offered to the Town first then abutters.

## **5 Minutes for Public Questions and Comments:**

Joni Kitson asked Don for the answer about the keys from last meeting and Don said some of the keys made were for town hall, some for the contractors to enter during work and spare keys.

Joni also stated she would have liked a dialog from Don regarding the sale of equipment to Gordon Ellis, Road Agent since the sale was from Don’s personal company. Don explained that the wholesale price was used and that invoice was also attached.

Virginia Drew asked the Board if they had a preference for awarding the road project bids to local contractors first during the bid process and the Board said no, they used to choose local contractors first but then other companies stopped bidding for that reason. Don noted that there is no formal policy for awarding the bids to local contractors.

John Klose said that the NHDOT will not have funds available this year. John also noted the DOT will replace the paved area with grass at the Route 4 rest area.

**For your Information:**

Meals on Wheels walk-a-thon invite.

Mitchell Group announcement of new Attorney.

At 6:59PM Chris Bowes made a **motion** to adjourn. Hugh Curley seconded, all voted in favor.

Respectfully submitted,  
Kelly Dearborn-Luce  
Recording Secretary

*These minutes are in preliminary draft form only and are subject to change before final approval.*