

## BOARD OF SELECT MEN'S MEETING

Monday, July 30, 2018

Call Meeting to Order **6:00PM**

### DRAFT

Approved on \_\_\_\_\_ (Date)

or amended on \_\_\_\_\_

Hugh Curley \_\_\_\_\_  
J Chris Bowes \_\_\_\_\_  
Virginia Drew \_\_\_\_\_

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

Chair Curley opened the meeting at 6:00PM.

**Staff Present:** Nancy Wheeler

**Other Attendees:** Joni Kitson, Len Gilman, Chief Yeaton, Deborah Sargent, Dick Frambach and Gordon Ellis.

The group recited the Pledge of Allegiance.

**Review and Accept Agenda** Hugh would like to table two items on the agenda; the BCEP appointment and the Bear Paw Conservation discussion. Chris Bowes made a **motion** to accept the agenda as amended. Virginia Drew seconded the motion. All voted in favor.

**Finance Report:** Nancy Wheeler said the MS 535 is in the signature file. The DOL training was informative and Nancy spoke about the 2<sup>nd</sup> injury fund.

At 6:05PM Chris Bowes made a **motion** to go into non-public session under RSA 91-A: 3 II (L) legal review. Virginia Drew seconded the motion. A roll call vote was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

At 6:25PM the Board returned from non-public session. A decision was made in non-public. Chris Bowes made a **motion** to seal the minutes. Virginia Drew seconded the motion. A roll call vote to seal the minutes was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

### **Scheduled Time:**

**Chief Yeaton – performance review.**

At 6:25PM Chris Bowes made a **motion** to go into non-public session under RSA 91-A: 3 II (a) personnel, performance review. Virginia Drew seconded the motion. A roll call vote was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

At 6:55PM the Board returned from non-public session. No decisions were made.

Chris Bowes made a **motion** to seal the minutes. Virginia Drew seconded the motion. A roll call vote to seal the minutes was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

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Gordon Ellis, Road Agent – performance review.

At 6:57PM Chris Bowes made a **motion** to go into non-public session under RSA 91-A: 3 II (a) personnel, performance review. Virginia Drew seconded the motion. A roll call vote was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

At 7:15PM the Board returned from non-public session. No decisions were made.

Chris Bowes made a **motion** to seal the minutes. Virginia Drew seconded the motion. A roll call vote to seal the minutes was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

PA 28 Inventory Form – Glenn Horner, Chair of the Zoning Board of Adjustment submitted a letter regarding the use of the Inventory forms. The Board had a discussion about the history and residents completing the forms. Chris said he read Glenn's letter and agrees with the use of the inventory now and how it is helpful but he would not want to do the forms every year. Hugh spoke to Tim (M&N Assessing) about how other Towns use the forms. Tim also agreed that the form can be helpful but didn't think we needed to use them every year. Chris said since the revaluation is done every five years there would be no need to have the forms done each year. Hugh said DRA sends the form to complete each year and at that time, the Board can decide if they choose to do the forms that year or not. Virginia said the forms use to be available at Town meeting. Virginia made a **motion** to use the inventory (PA28). Motion was seconded by Chris Bowes, all voted in favor. George Carlson, ZBA member spoke in favor of the PA 28 form and said it has helped the ZBA in court cases, mostly with the seasonal use housing on the lake.

Administrators Report: Kelly said Fire and Highway departments spoke with the Board earlier. The Police Chief has been busy and Chris will speak with the Board on a legal question the Chief has in non-public. The town owned land for sale on Copperline is being researched by the realtor. The Grant for the new phone system that Rick Bilodeau spoke about has increased the cost on our part and Kelly will ask Rick to speak with the Board further.

**Signature:**

Accounts Payable/Manifest was reviewed and signed.

Payroll was reviewed and signed.

MS-535 was reviewed. Chris Bowes made a **motion** to approve and sign the MS 535. Virginia Drew seconded the motion, all voted in favor.

**Discussion:**

Bear-Paw / Conservation regarding the LCHIP Grant – was tabled and Hugh will keep trying to reach Alison from Conservation.

ZBA member – Ricky Belanger has moved out of town and therefore has resigned from the ZBA. Hugh asked Kelly to draft a thank you letter for the BOS.

Code of Ethics Policy – was tabled until next meeting.

BCEP Appointment – (Since Len Gilman was in attendance, Hugh spoke about the request for appointment). Board discussed the Budget Committee appointment for Len Gilman to the BCEP. Hugh Curley spoke about the history of Len's experience and knowledge about BCEP. Hugh read some reference of comments made by Len in some previous BCEP minutes regarding the Charter, recycling profit and tipping fees. Len Gilman spoke about the Charter, Administrator and the committee not doing their due diligence. Hugh said he has concerns about the appointment. Virginia said the Budget Committee decides who is liaison for each department and who will be on the BCEP. Hugh said the liaison for the Town Budget can attend the meetings for the BCEP but the Board was not going to appoint.

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Accept donations. The Board reviewed a donation for the Fireworks Fund. Chris Bowes made a **motion** to accept the donation of \$100.00 from Bartlett Tree. Motion was seconded by Virginia Drew, all voted in favor. Board signed the thank you letter to Bartlett Tree.

Off premise sign was discussed – Virginia received an email from Gary Kitson with concerns of the permitted sign on Center Hill Road. The sign was previously approved for the town owned land off Center Hill Road by the Board after review and permit process. The sign had a previous variance and is on town land. Virginia said she spoke with Jay Hickey, ZCO and with Dave Stewart (Brewery owner) and she thinks the concerns are valid. Chris Bowes said he is amazed that this is an issue as the Board had made their decision and approved the sign. Gary spoke about the zoning ordinance and use after one year. Hugh said he is comfortable with the Board's previous decision and an appeal of the decision can be filed with the ZBA.

Swimming area off Short Falls Road was discussed. Virginia received a call from John Klose concerned about contaminated water. Kelly spoke about the DES beach program for testing. The town does have signs posted for residents only and "at risk". Board also discussed installing a portable bathroom, more police patrol, stickers for residents and more signs. Kelly suggested to have Gary Perry from Parks and Dale Sylvia, Health officer meet to discuss the future needs of the swimming area.

#### **Minutes to approve and sign**

Draft – July 16, 2018 were reviewed. Virginia Drew and Hugh made minor amendments. Chris Bowes made a **motion** to approve the minutes as amended for July 16, 2018. Motion was seconded by Virginia Drew, all voted in favor.

Final – June 2, 2018 were signed

Non-Public minutes – July 16, 2018 (x3). Chris Bowes made a **motion** to approve the non-public minutes for July 16, 2018, session #1. Virginia Drew seconded the motion, all voted in favor. Board reviewed the non-public minutes for July 16, 2018, session #2 and would like to amend them in non-public session.

Chris Bowes made a **motion** to approve the non-public minutes for July 16, 2018, session #3. Virginia Drew seconded the motion, all voted in favor.

#### **Selectmen Reports:**

Chris Bowes spoke about the meeting for Old Home Day and the committee is finalizing everything. Dick Frambach said the Scouts will be doing breakfast sandwiches. Chris said we may reach the \$3,000 goal for the fireworks.

Virginia Drew said the listening session for the Meeting House is going on. They have some great input. The Committee will come to the Board with their findings. Virginia encouraged all to go hear the Epsom Town Band on Friday night. Virginia met with Gordon, upon his request, to talk about his job as Road Agent.

Hugh Curley said he also met with Gordon about future plans and performance review. Hugh said the BCEP had an insurance risk assessment done and some concerns were discussed; traffic flow, speed bumps, trucks at scale and painting on the roads. Hugh said some adjustments will be made within the next year.

Hugh read the report submitted by Alison regarding the swimming lessons. Due to the water quality at Northwood Lake the lessons were held in Pittsfield. 53 students participated.

6 Advanced swimmers completed the Aide Program; Maggie Bowes, Nathaniel Decker, Madeline Decker, Benjamin Dugas, Karlie Hurley and Amber O'Brien.

**For your Information:** Pittsfield regional impact information.

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

Dick Frambach asked about paving on Old Turnpike Road and that his road is always washed out which needs repair every year.

At 8:20PM Chris Bowes made a **motion** to go into non-public session under RSA 91-A: 3 II (a) personnel. Virginia Drew seconded the motion. A roll call vote was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

At 8:55PM the Board returned from non-public session to regular meeting. Decisions were made in non-public.

Chris Bowes made a **motion** to seal the minutes. Virginia Drew seconded the motion. A roll call vote to seal the minutes was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

Board reviewed the amended non-public minutes for July 16, 2018, session #2. Virginia Drew made a **motion** to approve the amended minutes. Motion was seconded by Chris Bowes, all voted in favor.

Chris Bowes made a **motion** to adjourn. Motion was seconded by Virginia Drew, 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.*

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