

BOARD OF SELECTMEN'S MEETING

Monday, June 25, 2018
Call Meeting to Order **5:30PM**

FINAL

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 5:30PM.

At 5:31PM Chris Bowes made a **motion** to go into non-public session under RSA 91-A: 3 II (L) review legal advice. Virginia Drew seconded the motion. A roll call vote was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

Board met with Tim Northcott, M&N Assessing regarding the legal BTLA on-going cases.

At 6:02PM 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.

Non-public session adjourned and Chair opened the regular meeting at 6:02PM.

Staff Present: Nancy Wheeler

Other Attendees: Joni Kitson, Maryann Zirngiebel, Gary Perry, Ryan Burns and Len Gilman.

The group recited the Pledge of Allegiance.

Review and Accept Agenda Chris Bowes made a **motion** to approve the agenda. Virginia Drew seconded the motion. All voted in favor. (Kelly noted it is not a payroll week.)

Administrators Report: Kelly Dearborn-Luce reported on:

Gordon – Kelly spoke about the 2 concerns on Old Turnpike Rd. (one for trees to be removed and other for paving / petition that was submitted). Gordon and Kelly drove down the road and it is a dirt road and in good condition. Gordon looked at the trees in question and he did not “mark” them, could have been Utilities. There is one small tree that appears to be dead he could remove that one. The petition will be submitted for checklist and budget committee review in the fall. Vehicle mileage report was submitted.

Chief Yeaton –posting for job as FF/Paramedic and FF/AEMT. The quarterly report was submitted.

Chief Preve – The ALICE program at the school went well. The mileage report was submitted. Eddie Eagle brochure was reviewed. Chief asked if crown Vic could be stripped to get ready for the auction and the Board agreed.

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BOS meeting schedule and **Dept head meetings** July 16th and start budget review Oct 22. Kelly mentioned that the evaluation forms could be submitted for the Board to review ahead of time so when they meet with individual Department Head the evaluations could be reviewed.

The Tax Deeding list was discussed and Hugh mentioned that the list included the campers now. Kelly would like to discuss further in non-public at the end of the meeting. A confidential letter was also submitted to the Board that will be discussed in non-public.

Policies updates are being worked on by Donna and Kelly noted that the Code of Ethics is out dated and asked the Board to review. The Board is also reviewing the RSA 31:105 (Indemnification) and will be discussed further at the next meeting.

Alison from Conservation submitted a form for the Board to sign regarding a Grant that Bearpaw is applying for to purchase/acquire a parcel of land for Conservation. The Board reviewed the application and Hugh would like to meet with them to discuss further before signing the acknowledgment form for the LCHIP Grant.

Finance Report: Nancy Wheeler reported on the Fire Department new personnel. The Budget committee met and will meet again on September 13th. The Budget committee would like the Selectmen's proposed budget by November 8th. The insurance covered the replacement for the thermal image claim that was lost during the Goboro fire. Nancy mentioned that she is training Donna (Office Assistant) to be the back-up for AP & Payroll. Nancy asked if the Board had questions regarding AP and Hugh asked about the older invoice submitted and the First Light bill.

Signature:

Accounts Payable/Manifest was reviewed and signed.

2018 Dog Warrant was reviewed. Chris Bowes made a **motion** to approve and sign the 2018 Warrant for Unlicensed dogs. Virginia Drew seconded the motion, all voted in favor.

Surplus Application/Renewal was reviewed. Chris Bowes made a **motion** to approve the application for certification and agreement form for federal surplus property participation. Motion was seconded by Virginia Drew, all voted in favor.

Safety Plan for Road Race for Old Home Day 2018 was reviewed. Chris Bowes made a **motion** to approve and sign the safety plan for the road race. Motion was seconded by Virginia Drew, all voted in favor.

Timber Tax Levy x3. Board reviewed the Yield Tax levy for timber cuts. Chris Bowes made a **motion** to approve the timber yield tax levy for Lots: R01-7, R-6-3 &4 and U10-8. Motion was seconded by Virginia Drew, all voted in favor.

Discussion:

Accept donations: Board reviewed the 2 donations that have been submitted for the 2018 Fireworks. Chris Bowes made a **motion** to accept the donation for the firework fund at \$100.00 each. Motion was seconded by Virginia Drew, all voted in favor.

Dave Fiorentino was in attendance and donated another \$100.00 (cash) towards the Fireworks fund. Chris Bowes made a **motion** to accept the donation for the firework fund at \$100.00. Motion was seconded by Virginia Drew, all voted in favor. The Board thanked Dave for his generous donation!

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Board reviewed the RSA 31:105 Indemnification for Damages: Virginia Drew would like to adopt the updated version (2011). Hugh also drafted a version for the Board to review. Kelly submitted the original that was adopted in 1988. A discussion was held on the need and differences of the updates. The Board will review all 3 versions and discuss again at the next meeting.

Scheduled Time:

Gary Perry from Webster Park Commission spoke to the Board about Eagle Scout Ryan Burns for his trail project at Webster Park. Ryan explained to the Board the work that had been done to make the trail. Ryan said he (and team) spent about 120 hours on the trail. Virginia asked if the trail is ADA complaint and Ryan said its smooth enough but may be little challenging. Ryan said they would like suggestions as to the name of the trail. Chris asked Ryan what he thought the name could be and Ryan said "Eagle Trail". Suggestion was made for his name (Burns) and Ryan said he doesn't need to have his name on the trail. Gary Perry said there will be a plaque for the Eagle Scout Ryan and a sign for the trail name. The Board discussed having the trail called Eagle Scout Trail as to not be confused with the Eagle mascot at the school. Ryan agreed. Chris Bowes made a **motion** to approve the name of the new trail at Webster Park, built by Eagle Scout Ryan Burns; the **"Eagle Scout Trail"**. Motion was seconded by Virginia Drew, all voted in favor. The Board thanked and commended Ryan on his achievements!

Chris asked Gary how the park clean-up was doing and Gary said it was going well. Park is ready. Gary mentioned that with the drone assistance from Jack Bowes, they will now know what (and where) the replanting of trees will be. Gary is hoping to have an overlay to the maps showing the area of the park.

Minutes to approve and sign

Draft – June 11, 2018 were reviewed. Chris Bowes made a **motion** to approve the minutes. Motion was seconded by Virginia Drew, all voted in favor.

May 21, 2018 amended draft was reviewed. Virginia Drew made a **motion** to approve the minutes. Motion was seconded by Chris Bowes, all voted in favor.

May 21, 2018 Final were reviewed and signed.

April 9, 2018 Final with attachment were reviewed and signed.

Non-Public minutes – June 11, 2018 (x3) were reviewed. Virginia Drew made a **motion** to approve session # 1 minutes. Motion was seconded by Chris Bowes, all voted in favor. Virginia Drew made a **motion** to approve session #2 minutes. Motion was seconded by Chris Bowes, all voted in favor. Virginia Drew made a **motion** to approve session #3 minutes. Motion was seconded by Chris Bowes, all voted in favor.

Selectmen Reports:

Chris Bowes spoke about the meeting with the Police Chief to review on-going recommendations from MRI. Chris mentioned that the Chief had some good community outreach with the school kids that toured the Department facility. Also, the school is allowing the PD to use a room to assist the children when needed. The monthly report was submitted and everything else is still in progress.

Virginia Drew mentioned that the Budget committee met and concerns about when the Board could submit their proposed budget. Discussion was held regarding the BOS meetings to meet with Department Heads and Kelly explained that July is when the Board will review performance evaluation forms and then in October they could be ready to start budget presentations with the Department Heads. The Board would like to start the presentation, if possible in September. Virginia also said she reviewed the new web site and some changes are needed.

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Hugh Curley spoke about the campers being on the tax deeded list. Some of the campers have been removed currently but they still owe for the 2015 taxes. Hugh suggested that the Board may want to abate those campers that have been removed. Kelly will have the abatement request ready for the next meeting. Hugh noted that the audit for the Town Clerk/ Tax Collector went well. Also, in the FYI file was the certificate for Robert Hutchins for "Road Scholar". The Board would like to congratulate Hutch on this achievement and Kelly will send a letter. Hugh also said that one hearing for the planning board has been postponed.

For your Information:

Official Audit Report / Town Clerks Office
Training cert for Robert Hutchins – Road Scholar

5 Minutes for Public Questions and Comments:

Maryann Zirngiebel mentioned that there is new Superintendent for the school (for new school year). Chris asked Maryann about "POPS" and Maryann mentioned the monies they received and the new equipment they were able to purchase.

At 7:13PM Chris Bowes made a **motion** to go into non-public session under RSA 91-A: 3 II (c) reputations. Virginia Drew seconded the motion. A roll call vote was Hugh Curley – Yes, Chris Bowes – Yes and Virginia Drew-Yes. Motion passed.

At 7:45PM the Board returned from non-public session. No 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.

Chris Bowes made a **motion** to approve the tax agreement for property on Map U3- Lot 5. Virginia Drew seconded the motion, all voted in favor.

At 7:55PM Chris Bowes made a **motion** to adjourn. Virginia Drew seconded, all voted in favor.

Respectfully submitted,
Kelly Dearborn-Luce
Recording Secretary

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