

Selectboard Minutes
September 5, 2023

Present: Jenn Jones, chair
Russ Kelly
Paul Kleinman

At 6pm, Jones called the meeting to order.

The Board signed the payroll and accounts payable summary register.

Kelly motioned, seconded by Kleinman, to accept the consent agenda which consisted of recreation manifest, treasurer's report (found at the end of these minutes), intent to cut and the following building permits:

- Elliot & Lindsay Pope, 106 Pickpocket Road, Building
- Preservation Rev Trust, 17 Michael Bennet Road, Minor Project
- Lawrence & Ruth Kogel Rev Trust, 71 Three Ponds Drive, Building

All were in favor.

Jones opened the meeting to public comment at 6:02pm.

Becky Dunham, Block Drive, asked what the actionable items would be for the meeting. Jones responded there would be a few forms to review and sign. She added there was not a lot on the agenda for this week.

Letty Bedard, Middle Road, asked what the timber form was and if it is approved by the Selectboard. Karen Clement, Town Administrator, explained the intent to cut is filed by the property owner and signed by the logger for an intention to cut more than 10,000 board feet on their property. She added it allows the town to collect taxes after the cutting is completed and a report of cut is submitted.

Jones closed public comment at 6:04pm.

Clement presented the board with an abatement recommendation from Jim Michaud, the town's contracted assessor. She explained the homeowner submitted an abatement for the 2022 tax year citing incorrect square footage. After an on-site inspection and review of a recent appraisal, MLS, and confirmation of incorrect square footage of finished space/unfinished space, Michaud recommends the assessment valuation for 27 Sherman Avenue be reduced from \$742,710 to \$500,310. Jones asked a few clarifying questions. Kleinman requested to review the documents from Michaud in an attempt to better understand the adjustment.

Kelly motioned, seconded by Kleinman, to accept the recommendation from Jim Michaud for adjusting the assessment of 27 Sherman Avenue to \$500,310. All were in favor.

Clement presented the board with an abatement recommendation from Michaud for 172 Pickpocket Road. She explained the owner cited other similar property values, sales comparables, construction costs, and an implied property value of \$760,713 as her basis for an abatement request. Michaud did an interior and exterior review. He recommends adjusting the assessed value from \$566,731 to \$437,268 based on the comparison of other properties with similar style and grade. Clement explained the homeowner is responsible for supplying all the information displaying why they believe the assessment is not accurate.

Kleinman motioned, seconded by Kelly, to accept the recommendation of Jim Michaud to adjust the assessed value to \$566,731 for 172 Pickpocket Road. All were in favor.

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Clement explained the copier contract for the town and the police department is coming due. She explained that currently the contract is \$4,946 annually which includes the monthly lease and quarterly maintenance. Clement is proposing signing a new 5-year lease for \$3,065 annually. She explained the new Toshiba copiers would replace the current Sharp copiers. Clement added this is through the state bid. Clement responded it would be a \$100 buyout at the end of the lease. Jones asked if the state bid discount allows for an outright purchase. Clement responded she was unsure, but offered to reach out to the sales rep to find out if that was an option.

Clement explained the new company would arrange for pickup of the existing copiers and then train staff on the new copiers. Jones asked if there was a termination cost. Clement responded that the police department would have a \$450 termination fee for their existing contract. She added that Toshiba would cover that cost.

Kleinman motioned, Kelly seconded, to sign the contract for the Toshiba copiers. All were in favor.

Jones shared with the board there were two on-call fire fighter resignations. Matt Bergeron has moved away, and Julia Tennant has returned to college. Jones explained both employees are leaving on good terms and both had positive things to say in their resignation letters. Kelly motioned, seconded by Kleinman, to accept the resignations. All were in favor.

Jones addressed there was still a need for discussion on committee appointments and confirmed there was a desire to wait until the full board could be in attendance.

Kelly stated the communications committee is continuing work on the website.

Kleinman stated Planning Board would be meeting on Thursday. He believes there is a new application for a new development that will be reviewed at that meeting.

Kleinman added there is a meeting with the recreation department at 4:30 on Monday to review the final items for the Capital Improvement Plan.

Jones stated that ahead of budget season there should be COLA advice in the next 2-3 weeks from the financial company the town uses.

Jones explained the February primary election date is still undecided at this point. She will address that with the School Board at the next school board meeting.

Jones confirmed Kelly would be attending the Conservation Commission Meetings in Artimovich's place. Kelly affirmed he would.

At 6:17pm, Kelly motioned, seconded by Kleinman to adjourn the meeting. All were in favor.

Respectfully submitted,

Tamera Peek

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WEEKLY TREASURER'S REPORT				
DATE:			9/5/2023	
General Fund:		TD BANK		
Previous Balance:		6,262,671.22		
Deposits:		17,675.36		
Payroll:		40,526.28	DDP: \$39,787.48	
			CHK: \$738.80	
FICA:		8804.13		
A/P:		968,806.13	Reg A/P Cks \$25,111.13	NHRS \$
			Swasey: \$241,000.00	CO-OP: \$702,695.00
Transfer to Impact Fees				
Voided Checks				
Trans from GF to Rec CC		(\$45.00)		
Admin CC ACH Payment		2,067.67		
Account Balance:		5,260,097.37		
Interest Earned YTD:		80,509.54		
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Joyce A. Gallant, Treasurer				