

Board of Selectmen
Minutes September 21, 2021

Convened at 6:00 pm

Present: Ken Christiansen, Chair
Robert Mantegari
Andrew Artimovich
Jonathan Frizzell
Jon Morgan

Christiansen called the meeting to order.

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the Recreation register which consisted of 3 checks.

Joyce Gallant was in to present the weekly Treasurer's report. Please see last page to view the report.

Mantegari made a motion, 2nd by Artimovich to approve the public minutes of 9/14/2021 as written. All were in favor.

Mantegari made a motion, 2nd by Frizzell to approve the non-public minutes of 9/14/2021 as written. All were in favor.

Kip Kaiser, Building Inspector, had the following building permits to be approved this week:

- Julie D'Eon, 108 Lake Road, electrical for finished room above garage: signed by Board.
- Jonathan Morgan, 51 Lake Road, install rooftop solar PV rated system: signed by Board.
- Jonathan Morgan, 51 Lake Road, electrical for rooftop solar: signed by Board.
- First Baptist Church, 201 North Road, 48x20' extension to rear of Church: signed by Board.
- Walter Porter, 172 Pickpocket Road, plumbing for new dwelling: signed by Board.
- Gagnon Family Rev. Trust, 5 Wilson Way, wiring for 10kw generator: signed by Board.
- Steven Woods, 21 Brook Crossing, new garage: signed by Board.
- Steven DeLong, 38 Peabody Drive, relocating kitchen sink and dishwasher to island: signed by Board.
- Wright Builders, LLC, 29 RT 107, 4-bedroom new dwelling: signed by Board.
- Catherine Lyman, 5 Washington Drive, install 10kw generator: signed by Board.

Notes:

- 1) Clement asked the BOS to re-sign the land use change tax bill from last week due to a typing error.
- 2) Per diems working in another department. Do you want a federal background check (2-6 weeks), or can we do a state one (walk in service)?
 - a. Artimovich said that they are already working somewhere else. Morgan asked if it is just fire? Clement asked if they could start working with a state background or if they also needed to do a live scan. Artimovich said walk in will work as they have already been background checked by someone else.
- 3) RSA 31:39 permits BOS to regulate town roads. RSA 259:59 defines what a motor vehicle is and allows for imposing a weight limit. This is what is used to impose "no Thru Trucking".
 - a. Christiansen asked Wayne Robinson (Road Agent) if he had posted the sign. Clement said the Police Department are fine with it and it does not require a hearing. Mantegari made a motion, 2nd by Frizzell to sign the ordinance and post the sign. All in favor. The motion carries.
- 4) Clement said the BOS had already approved the library to have an AC condenser for \$5,000 out of the capital reserve

Board of Selectmen
Minutes September 21, 2021

fund for building maintenance and the 2nd one is due to be replaced next year out of that same fund. The company have said if we allow them to do both right now, they will charge us \$7,500, so we have a savings of \$2,500. Artimovich made a motion, 2nd by Frizzell to replace both AC condensers now for \$7,500 out of the CRF for maintenance of town owned buildings. All in favor. The motion carries.

At 6:13pm the Department Head Meeting opened.

Planning and Zoning, Bruce Stevens

- Work on Master Plan.
- Updates to Capital Improvement Plan (CIP) to collect impact fees.
- Quote from Bruce Mayberry to revise CIP \$7,500 - \$8,500, Mayberry is retiring in 2022. Use encumbered funds for this and split with school per last time.
 - Mantegari asked if we update the CIP every 10 years and Stevens said we need to justify the needs for Police, Fire, and road expenditures.
 - Christiansen to contact the school and asked Stevens to get a formal proposal.
- Economic development in town, not a lot happened in a period of time. Planning Board 100% onboard in finding out what we have for possible development in town.
 - Christiansen said we will research to see if we have sufficient funds.
- Lack of enforcement with junk yard situations in town. Defend the ordinance voted for.
 - Artimovich asked for this information to be passed on to the budget committee.

Recreation, Andrew Gray

- Pretty successful this year – basically back to normal.
- Next year reach out to UNH and SST for more experienced counselors.
- Van had 1 trip since pandemic – next is planned for mid-October at Cider Hill Farm.
- Soccer registration up by 20 from 2020.
- Field hockey has the most success, numbers down a little from 2020.
- Basketball was an issue last year, this year looking to go back to Raymond. Looking at alternative routes for a successful basketball season.
- Seniors enjoying chair yoga and we have 2nd luncheon this Thursday, going back to monthly starting in October.
- Part-time senior center had positive feedback. Would like to get the basement finished – lighter and more accommodating for rentals.
- Casino trip is on hold as they are not allowing buses from out of State.
- Sip and sign planned for October.
- Ice rink – create sub-committee so that it is functional for Winter.
- Recreation Center – looking to repair/paint walls, railings, doors, steps, and basement.
- 39 rentals up to date, 28 more than a year ago.
- Hall fees up \$1,730 than 2020.
- Field rentals \$2,300 more than 2020.
- More men's and doubles leagues at night with new field lights.
- \$5,000 in field rentals so far this year. Does not include Fall rentals.

Board of Selectmen
Minutes September 21, 2021

Town Clerk, Daphne Woss

- Registrations for vitals and dogs YTD is \$911,000 which is up \$11,000 from last year.
- A lot of online registrations and walk ins.
- A lot of new people in town.

Tax Collector, Daphne Woss

- As of yesterday, we closed out 9 years' worth of tax liens on 1 parcel.
- At 96% for collection of taxes for 2021.
- Change mortgage research company for 2022 – issues with current one this year. Not sure of cost yet but will find out.

Morgan asked what the normal percent is for tax collections and Woss said 93-94%.

Building /Code Enforcement, Kip Kaiser

- Budget on target with 32.5% remaining.
- \$44,944 in expenditures.
- 200 permits issued.
- \$58,240 in revenue.
- 17 facility projects.
- 16 complaints and code violations with a number of active ones.
- April 1st to date we have 20 new dwellings for next year's tax base.
- Set up online permitting.
- Look to add Fire Department to online permitting as well.

Cemetery, Joyce Keegal

- Live Memorial Day ceremony.
- Plan to do live Veterans Day and Wreaths Across America ceremonies.
- Increase of burials.
- Increase of sale of lots.
- A lot of compliments on how good the cemetery looks.
- Good on budget – meeting on the 7th to discuss.
- Few invoices that are out will hit the land maintenance line.
- No known budget changes know at this time.

Mantegari asked if they are meeting to discuss looking at other lands and Keegal said they will in the Wintertime – long range project.

Library, Janice Wiers

- On target with operating and salary budgets.
- Fully staffed with new Youth Director and 2 Pages.
- Hours almost back to pre-pandemic, maybe down 3 hours.

Board of Selectmen
Minutes September 21, 2021

- 78 new patrons, many from 55+ communities and youth. Programming ongoing to include these.
- Started programming again – Storytime on the lawn. Keeping numbers small.
- Circulation is closer to pre-pandemic, higher than last year.
- Compared 20 other libraries same size, came in 7th on the list. Working on planning out amphitheater to use as a community space.
- Electricity bill is down 15% due to light changes, propane down as well.
- Books have increased in price, filled a need with digital and e-books.
- Need a new circulation computer.

Mantegari asked how many subscribers were lost and Wiers said she had not done those figures yet.

Conservation Committee, Bob Stephens

- Conservation committee's budget was cut by 30% and is still way under.
- Would like to work closer with Planning Board and Recreation Committee.
- Taken over towns obligation for conservation easement monitoring.

Highway, Wayne Robinson

- Some of the line items have not been delivered yet (salt), arriving after the 24th.
- Budget is going to be close by January.
- Worried about maintenance on trucks.
- All trucks stickered now.
- 2011 truck – tear down, panels bad. Looking at \$1,200 per panel.
- 2010 truck back yesterday. Nothing on dashboard to say what is wrong. Watching it. No charge from the manufacturer. 4 or 5 weeks wait for the sensor.
 - Mantegari said that the new truck cost \$175,000. Artimovich said they must go through so many steps before the manufacturer will warranty it. Mantegari said there are 5 other vehicles up there like this. Same model. Robinson said everyone is afraid of breaking down in a snowstorm and Christiansen said to make reservations with leasing company. Robinsons said he has the loader back in service and has 2 small sanders out to throw on the 2 small trucks.
- Need new building as existing equipment is having to be stored outside and the weather is deteriorating them as there is no room in the current shed.
 - Christiansen said we will have a preliminary conversation and we will put on the agenda for next week's meeting.

Christiansen announced that Chief Wicks tendered his resignation today and that we are in the process of looking for a new Police Chief. The effective date is October 5th. Mantegari said Wicks will be using earn time until October 5th.

Kaiser spoke to a memo requesting Police support when he goes to 3 Smith Road.

This closes the Department Head Meeting at 6:44pm.

At 6:44pm Mantegari made a motion, 2nd by Artimovich to go in to non-public for personnel. Morgan – aye, Frizzell – aye, Artimovich – aye, Mantegari – aye, and Christiansen – aye. All in favor, the motion carries.

Board of Selectmen
Minutes September 21, 2021

At 8:47pm a motion was made by Morgan, 2nd by Frizzell, to come out of nonpublic session and seal the minutes. Mantegari – aye, Artimovich – aye, Frizzell – aye, Morgan – aye, and Christiansen – aye. The motion carries.

At 8:47pm Morgan made a motion, 2nd by Mantegari to adjourn. All were in favor.

Respectfully submitted,

Sarah Parkhurst

WEEKLY TREASURER'S REPORT

DATE: **9/21/2021**

General Fund:

TD BANK

| | | | |
|-------------------|-----------------|-------------------------|---------------------------|
| Previous Balance: | 4,439,105.45 | | |
| Deposits: | 143,755.75 | | |
| Payroll: | 28,341.52 | DDP: \$26,366.12 | |
| | | CHK: \$1,975.40 | |
| FICA: | 6318.27 | | |
| to Impact Fees | | Reg A/P Cks \$23,285.22 | NH Retirement \$26,114.84 |
| A/P: Regular | 49,400.36 | Swasey : \$ | CO-OP: \$ |
| FICA Return | | | |
| void checks | 27,643.37 | | |
| Account Balance: | 4,526,444.42 | | |
| Interest Earned | | | |
| YTD: | 1,743.05 | | |
| Former MMA | Interest Earned | | |
| | YTD: | 1253.26 | |

Joyce A. Gallant, Treasurer
Jonathan Ellis, Deputy Treasurer