

Minutes
Board of Selectmen Meeting
Tuesday January 21, 2014 @ 7:00 PM

Selectmen Present:
Robert Lang, Ernest Hartley and Colin Stubbings

The meeting was called to order @ 7:00pm by Chairman Lang. The meeting took place at the Fire Department due to the special election to fill Ray Burton's position being held at the Old Church Building. Chairman Lang announced that the meeting was being recorded for the purposes of preparing the minutes.

Steve Rounds – Resident Steve Rounds presented the Board with a signed petition to be placed on the 2014 Town warrant. The purpose of the warrant article is to urge our representatives in NH and the United States Congress to do something about money and elections through a change to the US Constitution.

Manifests – The manifests were reviewed and signed by the Board.

Highway Department – Frank Rodimon reported that he had done some revisions on his budget for this year and he gave the revised figures to the Board. Diesel and repair figures were increased. Mr. Rodimon asked Ms. Collins to create a new account for repair parts, which she said was fairly easy to create. Ms. Collins asked Mr. Rodimon if his budget accounted for the repair costs to the new plow truck. He said that it didn't, but he thought that it was covered under encumbrances. It was noted that this expense was not encumbered. Ms. Collins noted that even though the repairs were covered by a check from insurance, they still need to be shown in the budget and it can be noted that these cost of these repairs comes from Fund Balance. The Board said they wanted to look into this. The one-ton was repaired and is working well. Chairman Lang referenced a comment that Mr. Rodimon had previously made in the office regarding residents reading the Selectmen's meeting minutes and making comments that it appeared like the Board didn't trust Mr. Rodimon. Chairman Lang noted that the Board is going to be asking residents to vote to take on a new section of road and they want to ensure that if anyone questions if the road is up to specifications that they have the proper documentation to support that it is and to cover the Town and the Road Agent if it ever went to court.

Treasurer – Erik Wagstaff reported that he is still plugging away on the reconciliations. He also noted that with the Selectmen's meeting schedule change we have gotten off schedule with our payroll schedule. Mr. Wagstaff also noted that he was going to be gone the last week in February, which is a payroll week and he will be unable to sign the payroll checks. The Board discussed their options for what to do. The Board decided to have timesheets in on Thursday

February 20th and have payroll done on the 21st so Erik can sign the checks on Friday. The Board will also look into getting the schedule back on track.

Executive Assistant – Ms. Collins reported that she had been working on the reconciliations and the General Fund Cash and Sewer Fund Cash has been reconciled. She noted that she has also been working on the Tax Collector reconciliations and has completed up to August 2013. There is one issue that she has come across and she is looking to how to correct it. Ms. Collins gave the Board an elderly exemption. The person who applied had previously been disqualified because their income level was above the limit set by the Town. This person has since retired and income will now fall below the limit. Ms. Collins stated that she believes this person should now qualify for the exemption. The exemption would be in affect for the 2014 tax year. The Board will review. Ms. Collins gave the Board a letter to sign to authorize John Metcalf to continue to be the authorized agent for the Sewer. The Board signed the letter.

Old Business

Mabry's Personal Property – Chairman Lang asked Mr. Rodimon if Mr. Mabry's personal property, which was being stored at the Town Garage had now been returned to him. Mr. Rodimon said yes. Chairman Lang noted that last Wednesday, he and Selectman Hartley helped Mr. Mabry load his car and a saw and Chairman Lang asked Chief Garvin if that was finally everything and Chief Garvin said yes.

Mazzilli Fire Pond – Chairman Lang has contacted Byron Kidder to review the Mazzilli Fire Pond and make sure that the Town has enough buffer around the pond to maintain it. Selectman Hartley and Selectman Stubbings spoke with Peter Mazzilli and he agreed that the pins could be moved from their existing location to give the Town the buffer they needed. The Board signed a Fire Pond Agreement.

Veillette Update – The Board got a letter from the Town Attorney stating that the Board can go onto the Veillette property and clean it up to their satisfaction. The Board will take that notice under advisement.

Warren Town Line Issue – Chairman Lang noted that they have to get someone to walk the line. There are multiple conflicting maps. Ms. Collins noted that she had talked with the Warren Town Administrator and he had sent over their town maps that covered the town line. Selectman Hartley said that he would look into this.

Budget Hearing – The Budget Hearing will be on Wednesday January 29th at 7:00 pm in the Old Church Building. There will also be a possible second budget hearing on February 5th in case the Board receives a petitioned warrant article with money it.

Winn Road Extension – Chairman Lang asked Mr. Rodimon if he felt that all the documentation that had been received was adequate.

New Business

Town Reports – The printing costs have increased \$57. Chairman Lang reported that he was please with the reports that we had been receiving and the small increase in price to be acceptable.

Abatement – An official abatement application was never filed, but the assessor said that because they put their request in writing that the abatement was acceptable. The abatement was for Thelma Sidmore and Kristie Remis (R12-03). The abatement suggested by the assessor is to reduce the assessed value by \$7,200. The Board approved the abatement. Ms. Collins will look into what type of form the Board will need to sign and will check to see if the taxes have been paid.

Land Use Change Tax - The Board signed a land use change tax for the Putnam Farm. Selectman Hartley recused himself from this. The land use change occurred when they sold a large portion of their land in December 2012 and the land they had left no longer qualified for Current Use. The assessor said that the delay in getting the Land Use Change Tax to the Board is due to the lack of qualified sales in the area, which are needed to calculate a Fair Market Value for the land coming out a current use. The Fair Market Value is needed to calculate the tax. Chairman Lang and Selectman Stubbings signed the Land Use Change Tax.

MS-60A – Chairman Lang signed this form, which lets the Department of Revenue Administration know what the town is doing for an audit this year.

UVLSRPC Letter – Chairman Lang noted that Ms. Collins had drafted a letter last week for the UVLSRPC last week showing the Town’s support for their efforts for recycling and the grants that they are applying for.

School Lot Lease Payment – The Town has received this year’s payment for the lease of the School Lot from Lisa Knapton. Selectman Hartley asked the Board about doing a soil sample on the lot. He feels that the lot is not getting the nutrients that it needs, pending a soil test. Chairman Lang questioned whether is could be done by the Board while the land was under lease. The Board said that it would look into this.

Health Trust Surplus 2011/2012 – The Board received a letter from the Health Trust about the remainder of surplus that will be returned to them. They will receive two checks totaling \$648.52 in September of this year. These funds will be returned to the individuals who participating in the plans since they paid 100% of the costs of the plans.

Property Liability Trust – Joint Authorization & Power of Attorney – Chairman Lang signed an agreement that allows the Property Liability Trust to act on the Towns behalf regarding unemployment compensation.

Jeanie Forrester Letter – The Board received a letter from Senator Jeanie Forrester. Chairman Lang read the letter to the rest of the Board and the public. The letter talked about three issues that are expected to take center stage; increasing the gas tax, expansion of Medicaid and expanded gambling. The Board discussed increasing the gas tax. The Board did not take a stance on any of the issue at this time.

Chairman Lang mentioned an article in the Union Leader regarding the legalization of marijuana in NH that showed our area Representatives voted against legalizing it with the exception of Representative Ladd who was not present for the vote. The Board discussed this issue briefly.

Propane Use at Fire Department – Chairman Lang mentioned that Ms. Collins had talked to him about the high propane bills at the Fire Department and was wondering if these were normal since this is the first year running only propane. Selectman Hartley felt that the usage was where it should be.

Last Day for Petitioned Warrant Articles – The last day for petitioned warrant articles is February 4, 2014.

Small Claims Letter – The Tax Collector has a letter signed by the Board that she will be sending out to all property owners who still have outstanding taxes from 2011. The Tax Collector has an issue accessing the signed letter that was sent to her via e-mail, but that has since been rectified.

Public Input – Mr. Rodimon asked when the deadline was for signing up for Town Officials. The Board said that they thought it was Friday January 31, 2014.

Selectman Stubbings noted that at the non-public session following the January 7, 2014 meeting him and Selectman Hartley made an agreement that the Board would not waive the 15% penalty on lien and deeded property.

Minutes – The minutes for the January 7, 2014 Selectmen's Meeting were reviewed by the Board. Corrections were made. Selectman Stubbings asked Ms. Collins if she was able to find out from Avitar if there was a report that she was able to run to show the changes made to the assessing system. Ms. Collins said that she did talk with them and the only report that was available was the audit report. She will run one and get a copy to the Selectmen to see if it has the information they are looking for. Selectman Stubbings also asked Ms. Collins about her reconciliations to the Tax Collector. Ms. Collins noted that currently she was just doing reconciliation to the deposit in the tax system. She was not reconciling to the report that the tax collector had done her reconciliations to. Ms. Collins noted that this is the reconciliation form that she had used to reconcile the 2012 tax collector's books. Selectman Stubbings was concerned that not all the revenue was entered into the system. He says that in his preparations he was finding differences between what was in the Town Report and what was in our system. Chairman Lang moved to accept the minutes as amended. Selectman Hartley seconded the motion. The Board voted all in favor of this motion.

Chairman Lang moved to adjourn to executive session at 8:27 pm for a personnel issue. Selectman Hartley Stubbings seconded the motion. The Board voted all in favor of this motion. The Board adjourned from executive session at 9:14 pm. Selectman Hartley moved to adjourned from the regular meeting at 9:14 pm. Chairman Lang seconded the motion. The Board voted all in favor of this motion.

Respectfully Submitted,
Jennifer L. Collins

Board of Selectman
Ernest Hartley, Selectman

Approved:

Members of the Public Present at the general meeting as recorded by "sign-in sheet" included:
F. Rodimon, S. Rounds, E. Wagstaff and J. Collins