

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

Selectmen Present:  
Colin Stubbings, Robert Lang and Ernest Hartley

The meeting was called to order @ 7:03pm by Chairman Stubbings.

Chairman Stubbings announced that the meeting was being recorded solely for the purposes of preparing the minutes and that others inside the meeting may also be recording the meeting.

**Highway Department** – Road Agent, Frank Rodimon said that he had gotten an estimate from CWS Guardrail in Andover, NH to replace the guardrails on the Rodimon Lane Bridge. The estimate was for \$7,383.00. The Board wanted to know if the cost was still within the project budget. Mr. Rodimon said that this cost was below what he had originally estimated and the project was still within the budget. The Board also wanted to know if the road would need to be closed at all while the guardrails were being installed. Mr. Rodimon said that the road should not need to be closed and the installation should only take about a day. The Board voted to accept the estimate and it was signed by Chairman Stubbings.

Mr. Rodimon noted that he had made more repairs to the one ton after it died on him up on Piermont Heights Road and today he took it to Flanders and Patch to see if there were any issues with the steering pump. Mr. Rodimon also said that he had received a quote on some winter tires for the new plow truck. He needs to switch them out for the winter.

Mr. Rodimon mentioned that the Fire Department had cleaned out the second bay at the Town office building. He had told the Fire Department that they needed to clear out the items that they wanted because he was going to start working on the shed this week. The Fire Department cleaned out the whole thing. As a result, Mr. Rodimon was able to get the whole thing gutted today.

The drainage ditch in the right of way, running along Route 10 near the fire department was supposed to have been fixed today, but the Orford DOT crew was called away on another job and the project was postponed until Friday (10/24/14).

Mr. Rodimon explained that there was an incident with the new plow truck while it was being repaired at Liberty International in Manchester, NH. Supposedly a rock flew off the tailgate of our vehicle while it was out for a test drive. The rock allegedly then struck and damaged the windshield of a vehicle following it. Ms. Collins will submit a claim to our insurance company, which will most likely be denied, but if the individual whose vehicle was damaged files a claim against the Town then the insurance company will be able to defend the Town.

**Treasurer** – Treasurer Erik Wagstaff reported that Deputy Treasurer, Susan Belyea, has been handling things herself for the last couple of weeks and has been doing a good job. Ms. Belyea reported that everything has been going well.

It was noted that the tax rate still was not ready to be set. We are still waiting for the Department of Education to approve the school reports.

**Emergency Management** – Bernie Marvin reported that he and Randy Subjeck have been trying to meet on a weekly basis to discuss the E-911 project. All the fast squad members have volunteered to help measure the roads and Mr. Marvin estimated that this will probably take place in the spring. Selectman Lang asked Mr. Marvin where the biggest problem area with number sequencing appeared to be in Town. Mr. Marvin noted that the issues were spread throughout the Town. However, he wanted to start working on the Lakes Area first.

Mr. Marvin reported that he has been trying to get a new phone line installed for Emergency Management, but since Fairpoint is on strike he hasn't had any luck and believes it is going to take a while before he can get one installed.

Mr. Marvin stated that he had spent three days at Twin Mountain for training and a wide range of topics had been covered during those three days.

**Executive Assistant** – Ms. Collins reported that she has been making sure that the books stay current and that the assessing records are up to date so that when the tax rate finally comes in the Town will be able to get the tax bills out as quickly as possible. The Town books are reconciled through September. Chairman Stubbings asked if the figures were reconciled with the Town Clerk and the Tax Collector. Ms. Collins noted that they were reconciled with the Town Clerk, but she still needed to complete them for the Tax Collector. Selectman Lang stated that the assessing records should not need to be updated. Ms. Collins clarified and stated that she was updating the sales information so that the current owners received the tax bills.

**Manifests** – The Board reviewed and signed the manifests.

Selectman Hartley wanted to know if the cleanings for the furnaces had been set up yet. Ms. Collins noted that they had not been. She will get them set up and let Selectman Hartley know when they will be done.

### **Old Business**

**Police Department Update** – Chairman Stubbings stated that the Police Chiefs Association has responded to the Board's request for their assistance in hiring a new police chief. They said that they would be happy to assist, but they needed some additional information from the Board. Chairman Stubbings noted that the Town would not be charged for the Association's time, but we would be charged for any expenses that they incurred. Resident, Terri Mertz, asked the Board if they had a time

frame for when they wanted to have the search completed by. The Board said that they wanted it done as soon as possible. Selectman Lang said that he has heard that the Association is very efficient and they should be done quickly.

**Tax Rate Update** – This was previously discussed under the Treasurer’s report.

**Mazzilli Fire Pond Update** – It was noted that the information had been sent to the Mazzillis regarding the lot line adjustment needed for the fire pond, but the Board had not received a response back from them yet. Chairman Stubbings said that they needed to know by October 30<sup>th</sup> so that Helga Mueller could put a notice in the paper so that the Planning Board could discuss the lot line adjustment at their next meeting. Ms. Collins will follow up with the Mazzillis.

**Thomson Water Easement** – The Board has not received a response back from Stacey Thomson in regards to the letter the Board sent him concerning the water easement on his property. Ms. Collins will follow up with him as well to see if we can forward the information down to the Town Attorney to draw up the agreement.

**Interbartolo Abatement Appeal** – The Board had received a letter from the Board of Trust and Land Appeals requesting that the Selectboard and the Interbartolos hold a mediation to see if an agreement can be reached on the appeal before a hearing is set up with the BTLA. Previously, Avitar has handled the mediation on these appeals without the Board’s presence. Then Avitar sends a letter to the Board outlining the outcome of the mediation and their recommendation on how to proceed to resolve the appeal. The Board decided to allow Avitar to handle this appeal as well and that act upon their recommendation.

### **New Business**

**September 2014 Financial Reports**- The September 2014 financial reports were located on the front of the table for the public to take if they would like.

**Intent to Cut** – An Intent to cut was submitted for R14-04 & R15-9A. The property belongs to William Nichols. The Board asked Ms. Collins if Mr. Nichols had any outstanding taxes to be paid. Ms. Collins noted that she didn’t have that information with her and she would check with the Tax Collector. The Board passed over the Intent and would sign it on Thursday assuming there were no outstanding taxes to be paid.

**Abatement** – The Tax Collector had submitted some abatement requests to clear up some small outstanding balances in her system. Selectman Lang moved to sign the abatements submitted by the Tax Collector. Selectman Hartley seconded the motion. The Board voted all in favor of the motion and signed the abatements.

**Fuel Contracts** – Ms. Collins had given the Board contacts from Dead River for new pricing on Propane, Heating Oil and Diesel. The Board had originally gotten quotes last week, but held off until they could sign them in the public meeting. As the Board was signing the agreements, they noticed that the

quantities that were originally quoted to the Board for Diesel and Propane did not agree to what was previously submitted. The Board held off on signing those contracts until Ms. Collins could contact Dead River to have the quantities changed back to what was originally quoted. They planned to sign the revised contracts on Thursday. Chairman Stubbings signed the Heating Oil contact. The rates and quantities approved by the Board are as follows; Propane - \$1.8537 for 4,000 gallons, Heating Oil - \$3.1040 for 1,700 gallons, Diesel - \$3.0849 for 3,600 gallons.

**Upper Valley Ambulance Letter** – Chairman Stubbings read a letter that the Board had received from Upper Valley Ambulance. It stated that the 2015 rate will increase from \$31/per capita to \$35/per capita. The Town’s population is listed at 790, so our total fees for 2015 will be \$27,650.00. The letter summarized how the funds received by the Town’s are being spent. It also stated that between July 1, 2013 and June 30, 2014 Upper Valley Ambulance responded to 38 emergency calls in Piermont and 18 calls resulted in no transport.

Selectman Hartley stated that he knew an EMT who works for Upper Valley Ambulance and was currently taking a paramedics course that cost \$12,000 for the 13 week course.

**Public Input** – Resident Helga Mueller asked Selectman Lang to clarify a statement that he had said about the New Hampshire Association of Chiefs of Police. Selectman Lang stated he had heard that the individuals that would most likely be doing the work for the Town were predominately retired individuals that were formerly police chiefs. Therefore, these individuals have more time available to do the research and legwork needed.

Ms. Mueller informed the Board that the Historical Society would like the old school registers that she had previously seen in the Selectmen’s office if the Town did not want them. The Board said that they would work on getting them down. Selectman Lang noted that there are probably more boxes that Ms. Mueller knows about, but they will get them together for her.

Erik Wagstaff reported that he was still working on putting together the list of names of individuals who are interested in being on the Recreation Committee. He has left a message for Rob Elder, but has not heard back from him yet. Mr. Wagstaff stated that Jamie Kingsbury and he had put up shelves in the Recreation Storage Shed and everything is now on the shelves and off the ground.

**Tax Collector** – Tax Collector, Ceil Stubbings, informed the Board that she strongly recommends that they sign a contract with Avitar Associates that would allow property owners to pay their taxes online using a Tax Kiosk that Avitar offers. She would like to have this up and running so property owners can use it for the 2<sup>nd</sup> issue 2014 tax bills. The cost to the Town would be \$250 for the initial set up fee and \$250 for the annual software maintenance. The end user would incur the costs for making online payments. Ms. Stubbings noted that the fee to pay by credit or debit card would be 2.9% of the payment and 95 cents to pay by electronic check. She stated that Landaff had been using this since 2011. Warren was using this program as well. Avitar had told Ms. Stubbings that the process for getting the Tax Kiosk up and running would take about a month, but the biggest part of that time frame had to deal with setting up a new account for the payments to go into. Mr. Wagstaff noted that they could just use the existing sewer account and change the name of the account. Ms. Stubbings

said that this should cut down on the startup time. The Board also discussed a contract that Avitar had given them regarding putting our assessing information online. Ms. Stubbings also recommended that the Board consider signing that contract as well. The Board, Ms. Stubbings, Ms. Collins and Mr. Wagstaff discussed the two contracts further. Selectman Lang moved to accept the proposal set forth by Avitar for the Tax Kiosk. Selectman Hartley seconded the motion. The Board voted all in favor of this motion. The Board decided to hold off on signing the assessing contract at this time, but would definitely reconsider this in the future. Chairman Stubbings noted that he would like to finish the Assessing webpage first before the Town signed the assessing contract.

**NHMA Annual Conference** – The deadline for signing up for the annual conference was coming up soon. The Board asked Ms. Collins to print out a description of the sessions being offered at this year’s conference so they could decide if they would attend and what sessions they would like to attend. Ms. Collins said that she would get them that information.

**Minutes** – The minutes from the 09/23/14 and 10/07/14 meetings were reviewed. Changes were made on both sets of minutes. Selectman Lang moved to accept the minutes as amended. Selectman Hartley seconded the motion. The Board voted all in favor of this motion.

Selectman Lang moved to adjourn from the meeting at 9:40PM. Selectman Hartley seconded the motion. The Board voted all in favor of adjourning from the meeting.

Respectfully Submitted,  
Jennifer L. Collins

Board of Selectman  
Colin Stubbings, Chairman

Approved:

Members of the Public Present at the general meeting as recorded by “sign-in sheet” included: H. Mueller, T. Mertz, B. Marvin, S. Woodard, E. Wagstaff, S. Belyea, F. Rodimon, and J. Collins