

Minutes  
Board of Selectmen Meeting  
Tuesday June 12, 2018

Members of the Selectboard present: Chairman Colin Stubbings, Selectman Randy Subject, Selectman Donald Mitchell

Members of the public in attendance: Treasurer Heather Subject, Bernie Marvin, Diane Stelzner, Suzanne Woodard, John Metcalf, Wayne Godfrey, Johnna Bishop

Chairman Stubbings called the meeting to order at 7:00. He announced the meeting would be recorded for the sole purpose of accurate minutes and further stated that others in the room may be recording, but not declared that fact.

Heather Subject led us in the pledge of allegiance.

Department heads input:

**EMD** – Bernie Marvin started by thanking Selectman Subject and Chairman Stubbings for their help for the Memorial Day events. He noted the day was a great success and that it was on the front page of the Valley News.

- Bernie said the 911 project is still underway on Route 10, Route 25C and in the Lake Armington area. He stated that Casey Gordon assisted by GPSing the entire area of Camp Kingswood. Mr. Marvin said there will be brand new maps issued showing Piermont the way it is.
- Next was the Emergency Operations Plan. He is waiting for Paul Hatch to approve what they've done. He estimated it would take about 2 months of sessions and meetings. He has reached out to the head of the Department of Education to include the school to get them more involved in active shooter training.

**Grounds Maintenance** – John Metcalf announced Little League is over but now the All Stars are getting ready to use the baseball field.

- He said that Road Agent Frank Rodimon has cleaned the pool and put water into it. John said he took a water sample to Woodsville for E.Coli testing. He will let Chairman Stubbings know when the test results come back and when the pool is officially open.
- He informed the board the NH DOT will be here next week to clean out the ditch on Newell Hill, because it's been 2 years since it was last cleaned.
- John said the cemeteries are looking good. They have started to repair stones up in Cedar Grove. There are 3 stones in need of repair, and some only need to have the bases reset.
- The volunteers did a grand job weeding, mulching, & fertilizing the Memorial Garden.
- He asked Chairman Stubbings to check with Primex Worker's Compensation for Travis Daley. Mr. Stubbings said he would look into it.

- Next was that the NH DOT is going to be paving Route 10 after the 4<sup>th</sup> of July. The manholes need to be raised 1". Road Agent Frank Rodimon is aware of this. John said some of the Plant Pantry people can help if Frank needs it.

**Transfer Station / Recycling Center** – Wayne announced that as of June 9, 2018 they have collected 39.56 tons of trash at a cost of \$4,004.51. They have taken in 16.3 tons of Zero Sort recycling. To date they have taken in \$5,256.65 in bag sales, \$2,292.20 in demo and non-bagged items and they have sent out 62 tires. They will be closed on July 4, 2018.

- Chairman Stubbings asked Wayne for an update on the dangerous dog issue.

Wayne gave the owner a written warning, but he stated that Chief of Police Gary Hebert is handling it now.

**Treasurer** – Heather Subject said she has been working with Deputy Treasurer Diane Kircher on payroll taxes and ACH transactions for payroll. Next she will be training Diane on reconciliations. There is one more week before Heather takes time off.

Chairman Stubbings introduced Johnna Bishop as the new Administrative Assistant. He asked if there was anything further from the department heads. Wayne asked if someone could order a new vacuum cleaner to clean the offices with. Mr. Stubbings said yes, he would have Johnna order one from Amazon.

**Admin. Ass't.** – Johnna stated that she is looking into becoming a notary for the town. The fee is \$75.00. The application needs to be notarized before it gets sent in.

- The board approved her request to get a credit card in her name to use for office purchases.
- Next Johnna asked the board about vendor payments to Oakes Bros. The town currently pays each invoice. She asked to make the switch to paying statements instead. Chairman Stubbings agreed as long as the corresponding invoices are also attached to the manifest.
- Johnna asked the board about the possibility of being open to using another software other than BMSI. The board said they are open to it, once they get a chance to view another software program at a later date. They noted changing software programs in the middle of a tax year would be quite difficult.

At this time Selectman Subject had to excuse himself due to an alarm going off in the town offices.

Chairman Stubbings asked Johnna to get in contact with Health Trust to remove Dalton Thayer from the town's health insurance policy.

At this time there was no other input from the department heads.

Chairman Stubbings brought up the Health Trust renewal contract. Selectman Subject said he would like to look into some of the other plans Health Trust offers and give Johnna time to research it. Selectman Mitchell agreed to look into other plans as well.

Chairman Stubbings said the town has received a second request from the State of New Hampshire for a dwelling unit survey. Last year Jen Rugar completed it. Colin said he would handle it this year.

At this time Chairman Stubbings asked for public input. Suzanne Woodard asked when the tax bills will be out. Colin said Mark Stetson from Avitar will be in the office on June 13 to work with Johnna on getting the warrant out and the assessing updated. He's hopeful the tax bills will be out in about two weeks.

Diane Stelzner asked a question about the work session meeting on June 7. The question was, why was regular business discussed during a work session meeting? Chairman Stubbings responded that if they run out of time during a regular BOS meeting, they can carry items over to a work session meeting. He then referenced the agenda from the June 7 meeting and read each item aloud. Diane questioned why the Brown's sewer bill was being discussed at a work session. Chairman Stubbings answered because it had to do with the sewer tax warrant that needed to be finished up so they could complete it.

At this time Selectman Subject made a motion to accept with changes, the minutes of the June 7, 2018 meeting.

Selectman Mitchell seconded.

All in favor 3-0, motion passed.

Chairman Stubbings asked if there were any reasons to go into a non-public session. There was none.

Motion to adjourn: Selectman Subject

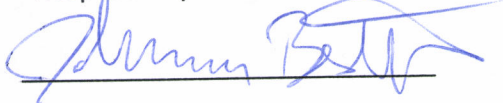
Seconded: Selectman Mitchell

All in favor

Motion passed 3-0

Meeting adjourned at 8:05.

Respectfully Submitted,

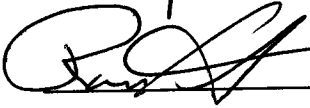


Johnna Bishop

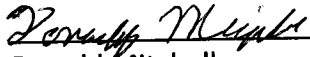
Administrative Assistant



Colin Stubbings, Chairman



Randy Subjeck



Donald Mitchell

Approved: