

Minutes  
Board of Selectmen Meeting  
Work Session  
Thursday July 19, 2018

Board Members in attendance: Colin Stubbings, Chairman, Randy Subject, Donald Mitchell

Members of the public in attendance: Wayne Godfrey, Gary Hebert, Diane Stelzner, Suzanne Woodard

Chairman Stubbings called the meeting to order at 7:05PM. He stated the meeting is being recorded solely for the purpose of accurate minutes and that others in the room may also be recording but have not declared that fact. Public input will only be allowed during a work session if agreed upon by a majority of The Board.

Gary Hebert led the Pledge of Allegiance.

The first item the board discussed was the PILT class action law suit for 2015, 2016, & 2017. The town has the option to participate in the law suit. As a small town government, the town is a part of the class that may have been under paid in those years. The town has received a PILT payment letter from the Department of the Interior stating that the town (mistyped as county) has received a payment of \$6,278.00 Chairman Stubbings wanted to do more research before we opt in to see if payment has been made.

The next item Chairman Stubbings addressed was a letter the town received regarding the NH DOS re-adoption of rule NH SAF-C 3300. It is an update to statutory building codes for a more streamlined submittal process. Chairman Stubbings read the letter out loud. The Board decided there is no action they need to take. The State is re-adopting the same rule with a few changes. The Chairman stated he would reach out to Mark Stetson at Avitar to see if he saw an implication to the town if adopted.

Chairman Stubbings next addressed a letter the town has received from the NHMA regarding the legislative policies for the 2019 – 2020 term. He read part of the letter out loud. There is a policy conference on September 14, 2018. Selectman Subject said he would attend in person. There is a deadline of August 10, 2018 to submit floor proposal. The Board went on to review items in the letter from NHMA and brought up questions they had that Selectman Subject could bring up at the conference.

The next item up for discussion was the town's health insurance group rating that is up for renewal. Administrative Assistant Johnna Bishop had sent in an email recommending the town switch from the current large group rating to the small group rating. Selectman Subject stated in the email, Johnna had mentioned if they made the switch there is a potential for savings of about \$140.00 - \$150.00/month. HealthTrust needed to be notified of this change by July 20, 2018 for an effective date of 2019.

Selectman Subject made a motion to accept the change.

Selectman Mitchell seconded the motion.

All in favor, 3-0

Motion passed.

Chairman Stubbings moved on to talk about re-payment of the TAN. Selectman Subject suggested with revenue coming in from taxes it might be a good time to do it. Chairman Stubbings suggested that the Treasurer reach out to the Town Clerk, Tax Collector and Bookkeeper to see how much money would be coming in and going out within the next couple months. He also suggested to not close the TAN until the year end and that they discuss it at the next BOS meeting. There was no further discussion on this issue.

Chairman Stubbings asked for any additional items. He brought up the Annual Financial Statements for the 2015 accounts. He noted they were sent to The Board late so they may want to consider discussing them at the next meeting.

The next item Chairman Stubbings discussed was the check from FEMA for \$48,017.11 for the Highway Department.

Motion to accept unanticipated funds: Selectman Subject

Seconded: Selectman Mitchell

All in favor, 3-0

Motion passed.

Chairman Stubbings noted the town has received a letter from the ISO and said Fire Chief Bruce Henry has also received a letter. The Chairman read the letter out loud and proposed they talk to Bruce at the next meeting for a status update.

Chairman Stubbings said the town has received a letter from NH DES. They have accepted an application of ISDS with a location of 635 Route 25C Map #R17 Lot#01. The owner's name is Norma Renner. He noted this was not giving permission to do work, just that the State has received the application.

The next item up for discussion was a letter the town has received from NH DHHS regarding the executor of an estate of a deceased resident. There will be a hearing via phone conference in Haverhill on August 13, 2018 at 10:30. The board did not object to this date and time. Chairman Stubbings noted this estate does currently have taxes in arrears and has asked the Tax Collector to follow up on this.

Next Chairman Stubbings asked Selectman Subject for a status on the Kelly Sakheim email. Selectman Subject said he has not heard back from her at this time.

Chairman Stubbings asked Police Chief Gary Hebert about a department heads meeting. Gary stated there was 1 meeting then they stopped. Chairman Stubbings this would be a good opportunity for the department heads to talk to the board. Gary responded by saying he feels at least one board member needs to attend these meetings all the time, not just some of them. Chairman Stubbings said he would like to see one department heads meeting every 6-8 weeks. He also agreed that one of the select board members should attend the meetings. Selectman Subject said he had no issues with this.

At this time there were no further additional items.

The Board reviewed and made changes to the meeting minutes of July 10, 2018.

Motion to accept minutes with changes: Selectman Subject

Seconded: Selectman Mitchell

All in favor, 3-0

Motion passed.

There was no requirement for a non-public session.

Chairman Stubbings noted The Board has received the reconciliation report from the Treasurer for June. He also noted they have received the June Town Clerk report. The revenue received in June was \$18, 208.25 which bring the Year To Date total to \$24, 202.26.

Chairman Stubbings said the town received an email regarding Estimated Revenue Training Sessions that is put on by the DRA. He noted there is one classroom date on August 14 that he would look into attending.

At this time Chairman Stubbings read from a memo sent in by the Admin. Ass't. She had sent in a manifest with a few items that had been paid in the past, but didn't get added to the General Ledger. The Board approved the manifest.

At this time there was nothing further to discuss.

Motion to adjourn: Selectman Subjeck

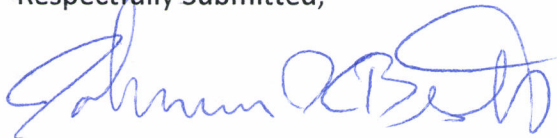
Seconded: Selectman Mitchell

All in favor, 3-0

Motion passed

Adjournment 8:40PM

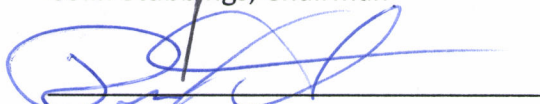
Respectfully Submitted,



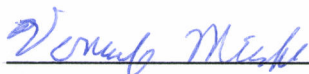
Johnna K. Bishop



Colin Stubbings, Chairman



Randy Subjeck



Donald Mitchell

Approved: