January 9, 2020

MEMBERS PRESENT: Mr. Denoncour, Mr. Mertz, and Mr. Irvine (Interim Town Administrator) were present.

OTHERS PRESENT: There were none.

CALL TO ORDER: Mr. Denoncour called the meeting of the Board to order at 6:00 p.m.

In preparation of the Budget Hearing Mr. Irvine advised that the 2020 proposed budget now includes a full-time Fire Chief salary and associated costs reflecting 1.4% increase overall, with discussion at the hearing to add $50,000 back into the paving warrant article for a total of $200,000.

WORK SESSION Manifests, bills, requisitions, purchase orders and leave request forms.

Board initialed a memo to pay unexpended monies from the Conservation Commission 2019 budget to the commission.

The board approved purchase requisitions for Hwy Dept (plow cutting edges-amended for increase in parts, towing charges for Int’l); Fire Dept (Holmatro annual maintenance); PD (IMC annual license).

The board signed the following Intent(s) to Cut Wood:
1. John & June Ewens, Tax Map R1, Lots 9 & 9A

The board signed the following Intent(s) to Excavate:
1. Hallberg Family Trust, Tax Map R4, Lot 6 - Supplemental

RECESS At 6:55 pm, Mr. Mertz made a motion, seconded by Mr. Irvine to recess and move upstairs for the Budget Hearing. Vote was unanimous and the board went to the upstairs meeting room.

RECONVENE Department heads, Finance Officer Ms. Duggan, Lakes Region Mental Health reps and a few residents were also present.

7:00 pm Mr. Denoncour reconvened the meeting at 7:00pm. He advised this was the public hearing for the proposed 2020 town budget. The board and department heads reviewed the changes.

2020 BUDGET HEARING Fire Chief Drake asked why there was an increase in the Old Home Day budget and Ms. Duggan explained it was for the bean hole shelter construction and picnic table replacements.

Warrant Articles were explained.

Revenues were reviewed. Tom Smith asked how anticipated revenues compared to 2019 and Mr. Irvine said 2020 is $1,300,000, excluding property taxes. Mr. Smith asked if total
assessed valuation has increased and Mr. Denoncour said it has.

**RECESS**
At 7:47 pm the public hearing was closed as there were no further questions and the board recessed to move the meeting back downstairs.

**RECONVENE**
At 7:52 pm Mr. Irvine made a motion, seconded by Mr. Mertz to reconvene the meeting. Vote was unanimous.

Chief Drake was present.

**NON PUBLIC SESSION**
At 7:55 pm Mr. Denoncour made a motion, seconded by Mr. Irvine, to go into Non-Public Session, according to RSA 91A:3 II (e) Personnel. Vote passed. Roll call was taken, Mr. Deconcour – Y, Mr. Mertz – Y, Mr. Irvine – Y.

**PRESENT**
Mr. Denoncour, Mr. Mertz, Mr. Irvine and Chief Drake.

**RETURN TO PUBLIC SESSION**
At 8:00 pm, Mr. Irvine made a motion, seconded by Mr. Mertz, to come out of Non-Public Session and to seal the minutes for 5 years. Vote was unanimous.

Mr. Denoncour made a motion, seconded by Mr. Mertz to hire Tomas Hegener as an EMT at $13.50/hr effective 12/10/20. Vote was unanimous.

**DISCUSSION**
- The board signed Timber Tax Warrants:
  1. Steven Williams, Tax Map R3, Lot 20 – previously signed but was amended to reflect correct stumpage rate period.
  2. Mark Robert & Christine Brennan, Tax Map R6, Lot 3E.
- Board signed appointment for Ann Arsenault as a member of the ZBA.
- Discussion on application for NHS to merge 2 lots into the main campus lot and submittal of building permit to add new single family dwelling, off Main St, in the area of the merger. The board agreed NHS should meet with Planning Board to determine whether Site Plan Review would be necessary. As the distance between the existing house and the proposed structure was showing as 20’ Mr. Irvine said the Fire Chief may require a greater distance.
- Discussion on Ryder property (Tax Map R20, Lot 29) with tax lien; property owner will not be returning to the house and will be selling so the board agreed to wait for this to happen to receive unpaid taxes, interest & penalties, but would look at the situation again, in 6 months.
- Mr. Wintringham has asked for the ZBA to schedule his hearing in March to allow time for him to open his camp. As this is a response to an enforcement issue the board agreed to allow the Wintringhams until mid-May for resolution with the ZBA.
- Letter of Interest from Brett Newman, to serve on the ZBA. Mr. Newman to be invited in to meet with board.
- Discussion of completion in determining whether a building permit is 75% complete. Mr. Irvine said he reviewed other town’s guidelines which varied widely. The board agreed a weather tight shell = 50%; mechanicals, flooring, walls, door = 75%; finish work being the last 25%. The board to draft possible language for Planning Board
consideration for 2021 zoning amendment.

- Mr. Irvine provided Board some Town Administrator ads that he would use to draft a Town Administrator job listing for them to review.

- Language for refinance of Public Safety Building Bond will be reviewed, sent to counsel if necessary, and brought to the Board for signatures.

- Non-Public meeting minutes: Board to begin reviewing expiration of sealed minutes to determine if they should be unsealed. Mr. Irvine explained there is no guiding RSA for unsealing. He has researched and found a good process whereby the Board would enter Non-Public under the same justification as the original session, open and review the minutes. If it is determined that they should remain sealed then a motion to reseal would be made upon return to public session, otherwise the minutes would remain unsealed.

- Satisfactory water quality results from Eastern Analytical from landfill on River Road.

- Right Angle Engineering was granted a 60-day extension for the Snake River parking area application.

- Planning Board decisions from hearing on proposed Zoning Amendments.

- HSEM grant awarded to Fire Dept for re-programming of vehicle radios.

- Copies of letters to Loren Emmons, and Mr. & Mrs. Ford, to remind them of their payment plan agreements.

- Notice of Supervisors of the Checklist meeting and town openings for positions.

- Yearend Fire Dept reports.

- Lien redemptions.

**OTHER BUSINESS**

- Mr. Mertz reviewed two recent sudden snowstorms that brought to their attention the fact it seems there’s no good communication to get the Highway Dept out to plow. There was discussion on how notification typically happened. There was discussion on a policy to ensure PD notifies Highway when they know conditions are deteriorating. The board asked Mr. Irvine to speak with Chief Stevens.

**PUBLIC COMMENT**

There was none.

**ADJOURNMENT:** Mr. Mertz made a motion, seconded by Mr. Irvine, to adjourn at 8:17 pm. Vote was unanimous.

Respectfully submitted,
Pamela Vose