

I. CALL TO ORDER at 6:00 pm in the basement meeting room at the Town Hall. Present were Selectmen Brett Hunter, Gene Cordes, and Leon Holmes Sr; and Town Administrator Heidi Carlson.

II. ANNOUNCEMENTS

III. LIAISON REPORTS

Cordes provided some updates on the Budget Committee Meeting of 20 November 2013. This included school items, including tuition costs, and classroom size. Principal Saffina will be attending a future meeting to discuss some of the classroom size. There is some follow-up underway regarding return of fund balance as well.

The Town Warrant is owed to the Committee for review, and they will wait for the next full budget expense report to be provided after November closes.

Hunter provided some updates Planning Board Meeting of 20 November 2013. This included appointments from last night and progress to date on Governor's Forest and Jacob's Way.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 14 November 2013. Motion was made by Cordes to accept them as amended (one typo corrected from 4 to \$). Hunter seconded and the vote was unanimously approved.

V. SCHEDULED AGENDA ITEMS

At 6:50 pm Selectmen met with Jeremy Lennon to discuss past due taxes. Cordes reviewed the Town's information that is on file regarding the monthly payment arrangement, which was in place "until further notice." There was discussion about what had been paid during 2013.

At 7:00 pm motion was made by Hunter and seconded by Holmes Sr to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a tax hardship. The roll call vote was unanimously approved 3-0; Hunter – aye; Holmes Sr – aye; Cordes – aye.

Motion was made by Cordes and seconded by Hunter to return to public session at 7:50 pm. The roll call vote was unanimously approved 3-0; Hunter – aye; Holmes Sr – aye; Cordes – aye.

Cordes moved to abate \$1,064.89 as of 10/22/2013 on the interest for the 2011 tax lien as the principal amounts are paid off on parcel 02-129. Hunter seconded and the vote was unanimously approved 3-0.

Lennon committed to a payment arrangement with payments of \$2,000 per month going to principal on the 2012 tax lien by the 10th of each month from December 2013 through May 2014 at a minimum. An arrangement will be drawn up for Lennon's signature and an additional Memorandum of Understanding (MOU) will be drawn up for the 2013 tax arrangement. Cordes moved to enter an MOU with Jeremy Lennon including that if the terms of the 2012 payments are met (paid off in May 2014); and that if he continues (assuming 2013 taxes are in arrears at that point) to make the \$2,000 per month payments, that when 2013 is paid off the Town would reduce the effective interest rate to 6%. Hunter seconded and the vote was approved 3-0.

Lennon was provided a copy of the Building Inspector's most recent letter regarding the outstanding building permit issues at his property at 12 Brentwood Road. Lennon agreed that he could be done with

the punch list items by early January and pledged to be complete and ready for a final inspection, contacting the Building Inspector by January 15, 2014.

Lennon left the meeting at 8:10 pm.

At 7:00 pm Department Head Rich Butler had been present and left while the non-public session took place. Butler returned to the meeting at approximately 8:30 pm to review a few items with the Board. He also dropped off invoices for review.

The Board discussed and approved non-destructive training to take place at one of the tax deeded properties in the Cooperage complex on Main Street. The Board authorized Butler to get a quote from the Plymovent vendor to change over the old Tank 5 connection to the new style.

Selectmen were asked to attend the Fire Rescue Department annual dinner on December 2, 2013.

VI. OLD BUSINESS

1. Selectmen again reviewed the Intent to Cut for parcel 04-087 submitted last week by Fred LeClair. The Board discussed information they received from Town Counsel and decided to sign the Intent to Cut but send a letter cautioning the owner and logger that access through the Town Forest is not permitted in terms of the Town Forest Ordinance and the SPNHF Conservation Easement. The Board did decide to contact SPNHF again to discuss their position on access, as well as contact the Conservation Commission. This information will also be added to the letter signed by the Board this evening. Hunter moved to sign the Intent to Cut with the conditions as stated above, sent via letter. Cordes seconded and the vote was 2-0-1 with Holmes Sr abstaining.

2. Selectmen reviewed an invoice from JVR Painters that included two of the fall painting items being completed, and four items that are not complete due to the weather (outside work). Motion was made by Cordes and seconded by Holmes Sr to encumber the outdoor work (a total of four items for \$780) so the work can be done when the weather is appropriate for outdoor painting. The vote was unanimously approved 3-0.

3. The new copy machine was installed on Wednesday 20 November 2013 and has additional capabilities. The lease term is 4 years. The machine that was in the Selectmen's Office has been moved to the Fire Station.

4. An updated budget expense summary sheet was distributed.

5. Selectmen reviewed the Waste Management contract which is back from the Town's Counsel. The Board changed the section that deals with the five year option; and will forward Town counsel's changes to Pete Lachappelle at Waste Management for review.

6. An updated copy of the 2014 Warrant was distributed. The cost of the fire truck has been updated by Chief Butler as of tonight, to a total of \$461,775. This will bring the amount to be financed to \$286,775. Motion was made by Cordes to recommend the fire truck purchase. Holmes Sr seconded and the vote was approved 3-0. The Board will recommend a five year lease. The Selectmen asked for the 2014 Warrant as updated to be provided for the Budget Committee.

VII. NEW BUSINESS

1. Selectmen reviewed the payroll manifest \$18,855.34 and accounts payable manifest \$326,261.16 for current week dated 22 November 2013. Motion was made by Holmes Sr and seconded by Cordes to approve the manifests. The vote was unanimously approved 3-0.
2. Selectmen reviewed bills and invoices for payment.
3. Selectmen reviewed the folder of incoming correspondence. Members reviewed and signed outgoing correspondence to KTM Properties re: Town Hall Roof. Motion was made by Cordes and seconded by Hunter to authorize quarry grey shingles. The vote was approved 3-0.
4. Selectmen reviewed an Intent to Cut for parcels 06-034 and 06-035 owned by Virginia Peterson. Hunter moved to approve the Intent. Cordes seconded and the vote was approved 2-0-1 with Holmes abstaining as he is doing the work for Mrs Peterson.
5. Selectmen reviewed and signed a Land Use Change Tax Warrant for parcel 03-015.001.098 in the amount of \$2,142.85.
6. Selectmen reviewed the NH PLT agreement for the period 2014 through 2016. Cordes moved to remain in the current situation with the PLT through 2016. Hunter seconded and the vote was unanimously approved 3-0.
7. Selectmen reviewed the Health Insurance renewal from Health Trust. At this late date the Board did not want to consider a second proposal just received from a NHIT, who has never submitted a quote previously. The Board did ask for that vendor to send in a quote next year in time for budget preparations.
8. Carlson reviewed another item with the Board that had been left off by Chief Butler. This included a replacement computer for one in the dispatch room which is no longer working. Holmes moved to purchase a new computer for the fire department to replace the one which is not working. Hunter seconded and the vote was approved 3-0. Carlson was directed to contact Daystar for a quote.

There was some discussion about a generator replacement for the Town Hall.

VIII. NON-PUBLIC SESSION NH RSA 91-A - none

The next regular Board meeting will be a brief meeting for signing of manifests only on Tuesday 26 November, 2013 at 6:00 pm.

IX. ADJOURNMENT

With no further business to come before the Board, motion was made by Holmes Sr and seconded by Cordes to adjourn the meeting at 9:10 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator