

**BOARD OF SELECTMEN**

**APRIL 30, 2018**

**MEMORIAL BUILDING**

**4:00 P.M.**

*The following are to be considered draft minutes until approved by the Board.*

The meeting began at 4:02 p.m. and opened with the Pledge of Allegiance.

Selectmen present: Tamara Butcher, Chairman; Dick Hendl, and George McCusker.

Leigh Callaway presented invoices for the 250<sup>th</sup> celebration for advertising and prizes. Invoices signed by Tamara. Leigh reported The Rubber Duck Race on Saturday, April 28 went well.

Town Clerk/Tax Collector Pixie Hill met with the Board to discuss software updates for car registrations. She and Hayley Anderson (Deputy Town Clerk/Tax Collector) are working with the State of New Hampshire DMV to be able to become a Municipal Agent so they can complete the State portion of auto registrations here in town. They go to training at the State next week. Pixie stated she would like to change to Avitar software for car registrations and dog licensing. She has lost faith in the current software and the support that is being received. Pixie, Hayley, and Dick recently had a demo by Avitar. The software is very user friendly. Avitar software is used for assessment and Tax Collect and support has been phenomenal. Avitar will do one day of training off-campus and a day of training here once the program goes "live".

The cost to purchase Avitar module and first year of support will be \$7,900. Support costs for the first six months has been pro-rated. Annual support is \$2,849. Pixie noted State transaction fees will help to offset expenses.

Certified Computer Solutions has given a quote for \$1,000 for two printers @ \$500.00 each necessary for the State registration system. Avitar allows the registration program on both workstations at no additional cost. If Avitar can network both front office computers to one printer, they will do both work stations, if not, she is not interested in a second printer.

Motion made by Dick to purchase the Avitar software for Town Clerk needs. Motion seconded by George and unanimously approved. The contract with Avitar was signed. Avitar will begin working on converting the database and should be ready to go live in about a month.

The Board signed the audit representation letter for Vachon & Clukay.

Dick reported he received an e-mail from Attorney Lenhart in response to the Notice of Violation sent to Tunis, LLC. Mr. Lenhart indicated the plastic panels on the carport have been removed, and the owner was prepared to seek a variance or special exception. The Board discussed how they wished to proceed. Dick and Tamara agreed the removal of the panels is not sufficient to change this to a non-structure as per the definitions of a structure in the Zoning Ordinance. George stated he is not in favor of doing anything. George does not agree with the board acting on an anonymous complaint. Dick and Tamara explained at first the Board took that stand and suggested several times in the minutes, that the complainant come forward. A

second anonymous letter was shared with the Attorney General and the DES. Legal counsel advised there was enough explicit evidence of non-compliance in those letters that the Selectmen should address the issue, and that is what the Board is now pursuing. A response to Attorney Lenhart will be drafted.

Signatures:

Intent to Cut Timber approved and signed

Land Use Change Tax Assessment approved and signed

Abatement for Village District of Eastman finalized.

Tamara reported she is working with Wreaths Across America to get Pleasantview Cemetery considered for wreaths for Veterans graves for the 250<sup>th</sup> celebration year and beyond. There are more than 131 Veteran's. Wreaths Across America requires a person to be the responsible contact. She will do this for now, but perhaps the Cemetery Trustees would take over at some point.

The Cemetery Trustees meet tomorrow afternoon, Tuesday May 1. George questioned if Cody was all set. Tamara stated she has been in contact with Cody. He should be able to begin work soon, and needs to be allowed the time to do so. Cody has expressed concern about not being given the time. Tamara will stay in touch with Cody.

George reported he attended the Planning and Zoning Conference in Concord on Saturday. The event was well attended. Cody Patten, Justin Hastings, and Susan Chiarella also attended.

Meeting adjourned at 5:20 p.m.

Submitted by,

Janet Roberts,  
Administrative Assistant