

## **BOARD OF SELECTMEN**

**DECEMBER 10, 2018**

## **MEMORIAL BUILDING**

**4:00 P.M.**

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

The meeting came to order at 4:00 p.m. and opened with the Pledge of Allegiance.

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

Others present: Whit Smith, Leigh Callaway and Don Hill. Tim Julian was present for part of the meeting.

Leigh began by extending appreciation to Dick Hendl for his continuing effort displaying the flags in all kinds of weather, including climbing over snowbanks. Dick returned the appreciation to Leigh, who used to put the flags out.

Leigh reported the 250<sup>th</sup> Fund has received \$16,478.00 in additional donations. George moved to accept the donation to the 250<sup>th</sup> Celebration Trust Fund, seconded by Don, and unanimously approved.

Don reported the 250<sup>th</sup> Committee has had amazing feedback from the activities that have taken place, and extended thanks to the Board of Selectmen for their support so far. 2019 starts off with the “big show” birthday event, scheduled for January 5<sup>th</sup>. Don discussed plans for the pulled-pork dinner scheduled for January 26<sup>th</sup>, 2019 which will include sampling of beer made by a few home brewers in the area. Don stated Chief Tim told him if the beer was being donated to the 250<sup>th</sup>, with controlled sampling, and if no one is selling beer, there are no worries from a law enforcement standpoint. Home brewers are raising awareness and promoting their product at farmers markets and other similar events. There is even a movement from home brewers across the country raising funds to benefit fire victims. Don stated it now comes down to the town’s insurance, and if there is a cost involved for insurance coverage. Dick reviewed information he received from Stephen Buckley, New Hampshire Municipal Association legal counsel, regarding statutory provisions for tasting or sale of beer and wine at farmer’s markets, which Mr. Buckley felt closely resembled the plans for this event. Counsel also recommended the Select Board contact the State Liquor Commission to inquire if their permission is needed, and also discuss the proposal with the town’s property-liability insurance. Tamara noted the rules for rental of town facilities includes No Alcohol on the premises. She was in favor of contacting the insurance company. Janet reported she had reached out to the Primex representative, who was going to discuss the request with her Board, but the agent thought that each brewer should provide a certificate of insurance liability coverage to the town. Don did not agree with the recommendation. This is a town function, not a private function with a few brewers donating their product for a specific event. Law enforcement will be on site, and Chief Tim has no issues with it. Don is willing to contact the insurance company, if necessary. Janet will reach out to Primex again.

The 250<sup>th</sup> Committee’s next meeting is scheduled for December 19<sup>th</sup> to iron out some details.

Leigh stated, he is going to recommend to the committee not to ask the Town to fund the \$3500 from the operating budget this year, since fundraising efforts are going well.

Dick asked what the Committee’s request was about opening and closing the building. Don stated there is a three week window between events in January, so if the building can be kept open during January, but they know it is crazy expensive to keep it open if it is frigid out. Mason is willing to open and close as needed. The Board discussed closing the building following the January 26<sup>th</sup> event, through the month of February, and

reopening for Town Meeting. Tamara thanked Don and Leigh for their time, and the fantastic work the committee is doing.

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Monday, December 10, 2018.

Here is a summary of permit applications and Zoning Coordinator activity.

Application for Permit – Acted Upon, APPROVED

1. None.

Application for Permit PENDING

2. None.

Other Matters.

A. Visit to 140 Woodcrest with Board of Selectmen Chairperson.

B. Review proposal for computer hardware upgrades/replacement. Prep draft recommendation for Administrator.

C. Inquiry from property owner regarding rebuild deck and create porch with the structure. Potential property line setback issues.

<< RWS 12/09/2018 >>

Dick reported he and Marie Patten met with Mike Fowler from Fowler Pest Management. Mike has set bait on all 4 levels and recommends keeping traps set to monitor the decline. A red squirrel was caught in a safety trap Marie set. Depending on the cost, the plan may be to do another building. Mike will recheck the Town Hall in the spring.

Tamara reported she and Whit visited 140 Woodcrest. The stairway is in and complete. There are locks on both the upstairs door and downstairs door. She noted, there is a full kitchen in the basement with a full-sized range and refrigerator. They did not view the upper levels.

Dick reported trees have come down, and excavation equipment has been dropped off on the lot next to Tunis. Whit reported he has not seen a zoning permit application to build yet. A variance was granted to the former owner, which is transferrable as long as there is action taken within a reasonable amount of time, typically at least a year and no more than three. Whit was in touch with the new owner some time ago. Shoreland permitting was taken care of at the time of the variance application. State Septic Construction Approval has been received. Dick noted there is a private road interest at stake here, but is not a town issue at this time.

Minutes of November 26, 2019: Dick moved to approve the minutes as written, seconded by George and unanimously approved.

Old Business:

Dick reported Roger from Capitol Alarm has completed the updates at the Town Office. A second phone line needs to be installed at the Town Hall before the update there can be completed. Dick has contacted Consolidated.

While here, Roger reviewed the existing location and wiring of the alarm equipment, which will all need to be moved when a lift is installed. If the work can be scheduled at the same time, Roger quoted an estimate of \$1500.00.

#### Carter Brook Road:

The snowmobile club notified the Town of a concern regarding Carter Brook Road and the condition it was left in by the logger who used it to access a timber harvest in the Town of Grafton. The Board reviewed pictures Pete Abair took at the site. There were deep wheel-ruts, and culverts had been removed, but not replaced. There were water bars, and deep ditches dug in some places, leaving it unusable, and prohibiting access to an abutting landowner's property. The snowmobile club is in the process of doing trail work to get trails open for the State's opening day of December 15<sup>th</sup>. Tamara met with Peter. She is shocked at how the road was left. Peter said it used to be possible to drive that section of road, but that is no longer the case. Peter recommends filing a claim against the \$20,000 road bond. He expects having the road restored is likely to exceed that amount. The Selectboard agreed a claim should be filed. The insurance company holding the bond needs to be contacted, and the town attorney should be involved if a case needs to be brought against the logger.

Attorney, Shawn Tanguay, is working on legal documents against the resident on Main Street who has not vacated property taken by Tax Collector's Deed in October 2018, due to non-payment of several years' taxes. Shawn hopes to file the case with the court by the end of the week.

Whit reported he and Janet have reviewed the computer replacement requirements and he has discussed the options with Kate Lavelle from Certified Computer Solutions, LLC (CCS). Six work stations and the two Mobile Data laptops in the cruisers are due for replacement. CCS offered estimates for replacement as well as Total Care options which spread the costs out over several years, depending on the option chosen. The Total Care option would spread the replacement of computers out over several years, versus taking a hit on replacing all the computers at one time, but it does not appear to be a substantial savings. Annual support of the network is \$9,255.00 and is good through 2019. Whit has contacted Microsoft and is able to get subscriptions for Office 365 program for less. Not all work stations will require new monitors or new battery backups. The recommendation is to replace the six workstations and two laptops including configuring the operating systems, networking, internet, transferring data, etc., and backup batteries. Replacing all the workstations at once makes sense to keep everyone using the same equipment. The total cost is estimated at \$19,500. It appears there will be unspent funds left in the 2018 operating budget. This purchase could be taken care of by encumbering the amount. Whit also recommended that CCS look at putting the server and network setup in a more favorable location and providing the town with a schematic of the setup and wiring.

The server would be the next component to replace, but that is not due for several years.

The Board reviewed the options. Motion made by Dick to encumber \$19,500 for replacement of the computers, as recommended. Motion seconded by George and unanimously approved.

Tamara stated the Board had suggested moving the police data entry to Jill to alleviate the duties at the front desk with the increased responsibilities of the new car registration process. Jill is willing to take that on. Moving the program, which is password protected, to a workstation would alleviate the need to update the laptop that is currently being used as well. Tim approved the change. He will need to do fingerprinting for Jill.

Dick has asked Mason to renew the estimate for the boiler for the second floor of the Meetinghouse.

#### Board and Department Updates:

George reported the Conservation Commission did meet and had a general discussion.

The Highway Department replaced the hydraulic pump in the “new” truck, but the pump that was in the truck wasn’t the correct size and should have been a one-stage pump. The new pump has been ordered. They have put all new tires on the truck.

The violations that were found on the September Safety Inspection by the Department of Labor have been corrected, and a re-inspection can be scheduled.

Signatures:

Intent to Cut Timber – Baumgartner

Timber Yield Taxes

Miscellaneous Business: George reported Peter is looking for a new plow for the Sterling. The plow that came on it is not set up for doing dirt roads. A brand-new plow set up is estimated at \$9,000. He is looking around to see what he may be able to find.

The meeting adjourned at 5:40 p.m.

Submitted by,

Janet Roberts,  
Administrative Assistant