

Board of Selectmen  
Minutes April 17, 2018

Convened at 6:00 pm

Present: Robert Mantegari, Chair  
Andrew Artimovich  
David Menter  
William Faria  
Phyllis Thompson

Mantegari called the meeting to order. The board opened the meeting with an invocation and a recitation of the Pledge of Allegiance.

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

There was 11 hours of overtime for police and 4.5 hours for fire.

Joyce Gallant was in to present the weekly Treasurer's report. Please see last page to view report.

Artimovich made a motion, 2<sup>nd</sup> by Faria to approve the minutes of 04/10/2018 as written. The motion carried with Menter abstaining as he was not present.

Kip Kaiser, Building Inspector, had the following permits to be signed this week:

- Keith and Sharon Copeland, 305 South Road, replace windows: signed by Board
- 21 Boylston Street LLC, 42 Crawley Falls Road, electrical service upgrade: signed by Board
- Jason Cohen, 333 South Road, windows, doors, and deck: signed by Board
- Rivers Edge, 13 Wilson Way, plumbing permit: signed by Board
- Timothy Santos, 7 Ole Gordon Road, remodel kitchen: signed by Board
- Greg Robie, 452 Middle Road, new master bath: signed by Board
- Rivers Edge, 11 Wilson Way, new dwelling: signed by Board
- Rivers Edge, 12 Wilson Way, new dwelling: signed by Board.

Mantegari has received a complaint regarding activity occurring at 42 Crawley Falls Road. The land owner is clearing brush and has a burn permit. The owner has also met with Kaiser and has an appointment scheduled to meet with Glenn Greenwood, Circuit Rider Planner to discuss any changes of use and if site plan review will be necessary. The property is in compliance at this time.

The Police Facility Feasibility Committee had their first meeting this week. They would like to conduct a feasibility study and a needs assessment. The town of Raymond recently conducted a similar study and the cost was about \$15k. Mantegari asked if impact fees could be used to cover the cost. Clement said she would ask Greenwood.

Mantegari also mentioned there is a strong odor in the town office and police department from drugs that have been seized. He would recommend a radon fan to be installed to vent the building and alleviate the smell. Mantegari made a motion, 2<sup>nd</sup> by Thompson to expend up to \$1000 out of the capital reserve fund (CRF) for building maintenance. All were in favor.

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Clement said she received a complaint from a tenant regarding repairs needed. She will need to review further to see if the minimum housing standards are being met. If not, it will require an inspection from the Health Officer.

Kaiser reviewed the engineering plans for the highway shed. The plans should have bathrooms, locker rooms, and office space. Kaiser has also reviewed the plans with Jason Grant and the building will need additional doors to meet fire code. Once the plans are updated, an RFP should be sent out. It should be based on a not to exceed budget.

Kaiser said he is looking into a LED light conversion program offered by Eversource. He also needs to make some lighting repairs at the town office. Artimovich made a motion, 2<sup>nd</sup> by Thompson to expend up to \$200 out of the CRF for building maintenance for lighting repairs. All were in favor.

The Prescott Road culvert has collapsed. The road has been closed and the water level is too high to make the repair right now. The road will be closed until further notice. The SAU office, dispatch, and emergency management have been informed.

The new culvert has been fabricated and is waiting to be installed when the water level lowers. They will be looking to commence construction on or around June 18<sup>th</sup> when school closes. Artimovich said we need to lock Bell and Flynn in and commit to a start and end date.

Artimovich made a motion, 2<sup>nd</sup> by Menter to appoint Bob Glowacky to the ERSAC for one year. All were in favor.

Menter made a motion, 2<sup>nd</sup> by Thompson to approve a Hawkers and Peddlers permit for John Tierney to operate a food truck at 140 Rte. 125. This has been approved by the police department and no site plan review is necessary. All were in favor.

Artimovich made a motion, 2<sup>nd</sup> by Menter for Mantegari to sign a new emergency notification system authorization form. All were in favor.

Artimovich made a motion, 2<sup>nd</sup> by Menter for Mantegari to sign a new E911 Data Operations Liaison Form. All were in favor.

Artimovich made a motion, 2<sup>nd</sup> by Menter to sign the 2018 lease with the New England Blacksmiths for use of land at the BRC. All were in favor.

Menter made a motion, 2<sup>nd</sup> by Artimovich to approve the 2018 lease to Norman Garside to allow him to hay the George Beyea field. All were in favor.

Artimovich made a motion, 2<sup>nd</sup> by Menter to expend \$8789 out of CRF for building maintenance for the new roof on the reading room at the library. All were in favor.

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Clement did a survey to see which employees would be interested in expanded benefits for dental coverage. Nine are interested and seven are not. If the town moves to add a second option, there is a premium to offer more than one plan option. There will be an added cost of about \$350 for the 7 employees to have no added benefit. Artimovich made a motion, 2<sup>nd</sup> by Mantegari to add the second plan and for the town to cover the additional \$355. All were in favor.

Artimovich made a motion, 2<sup>nd</sup> by Menter to sign the 2018 contract with CAI GIS to keep the tax cards online. All were in favor.

The cost for drop box is \$12.50 per month per user. That will be \$600 for the remainder of 2018. Artimovich did not think that was cost effective.

Artimovich will be the selectmen's representative on the joint loss committee.

Doucet survey will be out on Rte. 101 over the next couple of weeks in connection with the Liberty Utility project.

Thompson said the conservation commission will be asking to be on the agenda to discuss tree stands on town owned property on Lake Road.

At 7:21 pm a motion was made by Artimovich, 2<sup>nd</sup> by Menter to go into nonpublic sessions per RSA 91-A: 3, II (b) to discuss hiring. Menter – aye, Artimovich – aye, Mantegari – aye, Faria – aye, and Thompson – aye. The motion carries.

At 7:25 pm a motion was made by Artimovich, 2<sup>nd</sup> by Faria to come out of nonpublic session and seal the minutes. All were in favor.

Artimovich made a motion, 2<sup>nd</sup> by Thompson to adjourn the meeting at 7:25 pm. All were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT

<b>DATE:</b>	4/17/2018		
<b>Citizens General Fund:</b>			
Previous Balance:	23,625.60		
Deposits:	60,595.64		
Payroll:	20,885.89	DD: \$16,745.16	CK: \$4,140.73
FICA:	5,086.57		
to Impact Fees	7,236.00		
A/P: Regular	\$186,417.83	Swasey: \$165,000	
Void checks			
From MMA	160,000.00		
TO MMA			
Account Balance:	24,594.95		
Interest Earned YTD:	8.31		
<b>MMA:</b>	Unrestricted Balance:	2,335,980.20	
	Total Invested Funds:	2,335,980.20	
	Interest Earned YTD:	7,018.25	