



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
May 22, 2019
5:30 P.M.

Selectmen Present: Daniel Baker, Robyn Bates, Charles Kenison

Mr. Baker called the meeting to order at 5:49 p.m.

PRIMARY:

6:00 ATTEND PRESENTATION AT LIBRARY

***** APPROVE MINUTES
- May 16, 2019**

Ms. Bates made a motion to approve the minutes. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** APPROVE MANIFESTS**

Ms. Bates made a motion to approve the manifests. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** REVIEW SIGNATURE FOLDER – The Selectmen reviewed and signed.**

7:15 NON-PUBLIC SESSION RSA 91-A:3 II (a) - Personnel

At 5:50 p.m. Ms. Bates made a motion to go into non-public session under RSA 91-A:3 II(a). Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 6:00 p.m. Mr. Kenison made a motion to leave non-public session and seal the minutes as disclosure would adversely affect the reputation of the person other than a member of the board. Ms. Bates seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 6 p.m. Mr. Kenison made a motion to recess in order to review the film at the Library. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

At 7:04 p.m. Ms. Bates made a motion to reconvene the Selectmen's meeting. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

At 7:14 p.m. Ms. Bates made a motion to go into non-public session under RSA 91-A:3 II(a). Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 7:31 p.m. Ms. Bates made a motion to leave non-public session and seal the minutes as disclosure would adversely affect the reputation of the person other than a member of the board. Mr. Kenison seconded with the option to address later, if needed and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

7:45 MEET WITH JANE WRIGHT TAX COLLECTOR

Jane Wright, Tax Collector wanted to meet with the Selectmen to discuss the payment made by Kim Olson. Ms. Wright discussed the on-line payment process of invoice cloud. Ms. Wright explained what had happened to Ms. Olson's payment. Ms. Wright was under the impression that she couldn't apply credits to liens, as she typically doesn't have anyone with a credit but she just found out that she could. Mr. Baker asked if the payment could be applied correctly. Ms. Wright stated No and discussed why she couldn't correct. Mr. Baker asked if Ms. Olson's intent was to pay the oldest tax and at some point we

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applied it to the wrong year, was there an option to correct. Ms. Wright stated there was and if Ms. Olson would have notified her sooner, it could have been corrected. Now a lien has been applied. Mr. Baker asked Ms. Wright how to remediate. Ms. Wright shared that she was trying to give her an abatement. Ms. Favreau recommended abating the difference between the 18% interest of a lien and the regular overdue interest of 12%. Ms. Wright shared that now she has learned from her mistake. Mr. Baker asked if this has been explained to Ms. Olson. Ms. Favreau shared that Ms. Olson came in to get the letter from the Selectmen and she told her that the Town wouldn't take the property. Mr. Baker asked if we should wait and abate the tax upon receipt of the balance due. Ms. Wright stated that we needed to wait until next week. Ms. Bates asked if the amount would be different because of more days. Ms. Favreau calculated the abatement amount based on the date of the payment and when the tax bill went out.

Ms. Wright mentioned that she didn't get waivers for those properties that she wanted to deed. Ms. Favreau stated the Selectmen have given her some and the balance would be done once we hear back from the owners. Ms. Favreau shared that a deadline was given. Mr. Baker asked Ms. Wright for her deadline. Ms. Wright shared that the deeding date was May 6th, it was set when she mailed out the notices. Mr. Baker asked if the list was the same. Ms. Favreau reviewed and stated the deadline given was May 30th.

Ms. Wright went over some of the abatements at the campground and shared that Brenda Hunter hasn't given a list. Ms. Wright shared that she has figures on the books that she can't clear up and she noted that some belonged to Pelkey. Discussion was held on the campground law. Ms. Favreau shared that if the camper was permanent, the campground owner could be charged. Ms. Favreau also shared that the majority on the list were permanent. Mr. Baker stated that if a camper was there, taxes were owed and maybe we take by tax deed. Ms. Wright stated that we couldn't take by tax deed. Mr. Baker wanted to know what the remedy was. Ms. Favreau stated that we start charging the owner. Mr. Baker asked that a letter be sent to Ms. Hunter. Ms. Favreau shared that a letter had been sent. Ms. Bates thought it was the right course of action. Ms. Wright stated that she wanted to clean up her books. Ms. Favreau stated a screen house can be billed. Mr. Baker agreed that action be taken against the property owner. Ms. Wright asked to abate the taxes at the campground. Mr. Baker stated that we would bill the property owner. Ms. Bates asked about Ms. Wright wanting to abate. Ms. Wright shared that for some, she doesn't have a proper address and she wanted to clear up her books. Mr. Baker stated the Selectmen would review the properties that look permanent and send Ms. Hunter a bill and then we would abate those that look abandoned. Ms. Bates asked if the Selectmen should go and look at some of these properties. Ms. Wright asked if the assessor went down and took pictures. Ms. Bates asked if the Selectmen wanted Avitar to go down. Mr. Baker asked if we should abate or go after the landowner. Ms. Wright shared that she has a few at Pelkey's. Mr. Baker stated to treat them all the same. Ms. Bates stated if it has a fixture, we go after the campground owner. The Selectmen agreed. Ms. Favreau shared that Pelkey's was pretty good about notifying the Town. Ms. Wright mentioned that if the camper was registered they didn't need to pay any taxes.

Ms. Bates asked who was taking care of it. Ms. Wright stated her hands were tied. Ms. Favreau shared that she sent a letter out and gave Ms. Hunter until May 30th. Ms. Bates asked if Ms. Favreau would do the same with Pelkey. Ms. Bates felt it was the right approach and asked if Ms. Wright was comfortable with it.

Discussion was held on the warrant and Mark Stetson of Avitar coming in tomorrow. Ms. Favreau would have a draft warrant ready tomorrow.

8:00 MEET WITH ASSISTANT FIRE CHIEF ADAM DUBRISKE

At 8:10 p.m. Ms. Bates made a motion to go into non-public session under RSA 91-A:3 II(a). Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 9:14 p.m. Ms. Bates made a motion to leave non-public session and seal the minutes as disclosure would adversely affect the reputation of the person other than a member of the board. Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

Assistant Fire Chief Adam Dubriske mentioned that the Fire Department was having a training on the pump house next Wednesday at 6 p.m. with Gene Cuomo. The Fire Departments from Richmond and Troy would also be attending. Assistant Fire Chief Dubriske stated that there needed to be an emergency shut off on the outside of the pump house. Assistant Fire Chief Dubriske stated that Gene Cuomo mentioned that the Fire Department needed to have a key. Mr. Baker stated the need to invest in spare sprinkler heads and plugs. Discussion was held on having spare parts for the sprinkler system, the pump overheating, heater being stuck on, water being so cold maybe heater thought it should be on, and sprinkler heads being very hot.

***** CONSTRUCTION PERMIT
- Map 7, Lot 31-1**

Map 7, Lot 31-1 – Mr. Kenison made a motion to approve the Permit for Map 7, Lot 31-1. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

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***** DISCUSS CONSERVATION COMMISSION APPOINTMENT**

Mr. Baker reviewed the Conservation Commission's recommendation to appoint Beth Vanney as a member. Ms. Favreau shared that she was new to town and very interested in the bittersweet infestation. Ms. Favreau also shared that Ms. Vanney was asking for permission to cut the bittersweet on Town property. Ms. Favreau asked if the Selectmen were okay with her managing the bittersweet infestation.

Ms. Bates made a motion to accept the Conservation Commission's appointment recommendation of Beth Vanney. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** DISCUSS FITZWILLIAM HISTORICAL SOCIETY LETTER
- Donation**

Mr. Baker reviewed the letter. Ms. Favreau shared that the donation hasn't been received. Ms. Favreau composed a draft letter to the Historical Society on what needed to be done. Ms. Bates shared that she appreciated Ms. Favreau having the Selectmen review the letter.

***** REVIEW PROPERTY TAX PAYMENT AGREEMENT**

Mr. Baker reviewed the payment agreement for Map 11, Lot 3. Ms. Favreau shared that it wasn't up for tax deeding but he was behind. Mr. Kenison asked for clarification. Ms. Bates thought it might be better to get a better schedule than once a month for payment.

Ms. Bates made a motion to get clarification on the tax payment agreement. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** REVIEW EMAIL FROM LCHIP**

Mr. Baker reviewed the e-mail. Ms. Bates asked what made the Selectmen pick \$200,000. Ms. Favreau shared that the Town wasn't locked into that amount. Ms. Bates asked what it would hurt if we went in for more. LCHIP would have jurisdiction. Mr. Baker shared the easement would be for a longer period of time. Ms. Favreau shared they had mentioned that they wouldn't fund more than 50% of the project due to the amount of applicants. Ms. Favreau asked if it was high. Mr. Baker stated it was and mentioned depending on what the number comes in as, maybe we go for \$300,000.

Discussion was held on the number of applicants and it was noted that the description of the Town's work would need to be changed. Mr. Baker would check with Mr. Drasba to find out when we could expect to see the report. Ms. Bates asked if Mr. Baker thought Mr. Drasba was finished with the report. Mr. Baker reported that Mr. Drasba has a lot of information and he wasn't aware of any follow-up. Mr. Baker mentioned that Jay Southgate gave permission to use any of his drawings. Ms. Favreau would check with Mr. Drasba

***** DISCUSS FIREWORKS PERMITS**

Mr. Baker shared that the Selectmen had previously discussed whether the Town should even have a Fireworks Permit. Ms. Favreau shared that Dana Pinney had given her a color coded map indicating which towns have or don't have a permit. Mr. Baker shared that 90% of the fireworks don't have permits as the Selectmen only do one to two a year. The rest don't submit a permit. Mr. Baker stated that it was his opinion that there were certain things the Selectmen needed to enforce and if enforcing everything, they would need a lot more resources. Ms. Favreau shared that there was a State regulation regarding fireworks but the State doesn't issue a permit. Mr. Baker shared it was a matter of safety. Ms. Bates asked if the Town had a Fireworks policy. Ms. Favreau shared that the Town did. Ms. Bates clarified that we don't have any way to enforce. Ms. Favreau shared that the Selectmen create this type of policy and they could do away with it. Mr. Kenison stated it was a matter of liability. Mr. Baker mentioned if someone got hurt because the Selectmen missed it in their inspection. It was noted that people need to comply with State regulations. Ms. Favreau shared that she would be more concerned with the Town's liability.

After discussion, Mr. Kenison made a motion to do away with the Fireworks Permit. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Ms. Bates asked Mr. Dubriske, Assistant Fire Chief where he stood on the Fireworks Permit. Mr. Dubriske felt it was a waste of time.

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***** REVIEW RFP STREET LIGHT PROGRAM**

The Selectmen reviewed and noted a few changes. Mr. Baker asked if the Town had the funds. Ms. Favreau shared that the proposal needed to be submitted in order to know. Mr. Baker questioned the insurance requirement and felt that a contractor would have a million in liability but he wondered about worker's compensation.

The Selectmen agreed that it was ready to be sent with the corrections made.

ON-GOING BUSINESS:

- **STEEPLE PROJECT** - The Selectmen discussed Memorial Day. Mr. Kenison shared that he has run out of people to ask. Ms. Favreau shared that Mike Grab asked her for an update. Ms. Bates asked about Bill Davis and if there was someone at the State level. Ms. Bates also asked about Dana Pinney. The difficulty in finding someone to give a speech was acknowledged. Mr. Baker shared that if the speech came from a Veteran, it meant more. Ms. Favreau reviewed those that receive a veteran's credit to see if there was someone the Selectmen could ask. Mr. Kenison would follow up tomorrow.

A letter was received from John Fitzwilliam, Chair of the Historic District Commission regarding the complaint of the electrical box on the common. The Selectmen reviewed and discussed. Ms. Bates shared that she has had a conversation with Carole Beckwith regarding her concern and would be attending the Historic District Commission's meeting on May 30th.

INFORMATION

- **PUBLIC HEARING NOTICE - Planning Board**

Meeting Schedule: **9:00 a.m. – Thursday, May 2, 2019**
 7:00 p.m. – Wednesday, May 8, 2019
 9:00 a.m. – Thursday, May 16, 2019
 7:00 p.m. – Wednesday, May 22, 2019
 9:00 a.m. – Thursday, May 30, 2019

Ms. Bates made a motion to adjourn the meeting at 9:28 p.m. Mr. Kenison seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Daniel Baker, Chairman

Robyn Bates

Charles Kenison
Board of Selectmen