

June 10, 2014
Selectmen's Meeting/Approved Minutes

Present: Selectmen: Chairman, C. Moser, B. O'Grady, L. Lavoie, & A.A. Milkovits
TC Morrison, Dep. TC Kelly, Bookkeeper B. Wiley
10 residents were present, 1 member of the Press

Agenda:

Meeting opened at 7:30 PM. The check manifest and payroll manifests were reviewed and approved. Minutes from Staff meeting, May 27, 2013 were reviewed. Selectman Lavoie stated that she had discussed reconciling the heating and fuel accounts for the Highway, Police, and Fire Departments at that meeting. After some discussion, the Board voted to approve the Staff Meeting minutes from May 27, 2014 as written. Selectmen's meeting minutes from May 27, 2014 were reviewed. The following changes were made: Selectman O'Grady wished to add in "Medicare supplement" to discussion on retiree health insurance. This was not added to the minutes. Chairman Moser added this statement to the minutes on the retiree health insurance: "At a level to be determined by review of prior policy decisions. Selectmen will be reviewing and clarifying the policy." Under New Business: strike last sentence "wholesaling in Hollis", just the sign is defining business on Valley Road. Per RSA 165, strike name and address for tax payment plan inquiry. Selectman O'Grady stated that the orders for gasoline and backhoe brakes had been approved at the May 16, 2014 meeting with the Highway Department. Change names of roads where rocks will be removed from intersections to: Wilton and Russell Road and Starch Mill Road and Russell Road. The Selectmen voted to approve the May 27, 2014 Selectmen's meeting minutes for the public sessions, as amended. Selectmen will review the three non-public session minutes from the May 27th meeting during a non-public session at this meeting.

Wolfgang Millbrandt, Starch Mill Road, had questions on the Selectmen's meetings – when and where are the notices of meetings posted. How do residents find out about meetings? Selectmen suggested that residents should check the town bulletin boards. Chairman Moser will make an effort to post notices on the town website. After more discussion, the Chairman stated that **all** meeting notices will be sent to the webmaster for posting.

Appointments:

1. Resident scheduled to discuss a tax payment plan with the Board was a no show.
2. Mark and Mary McDonald, Old Ashby Road, met with the Board to discuss their recent denial for a variance for their shed from the Board of Adjustment. Decision was based on the lack of hardship and reasonable use of their property. The McDonalds felt there were some administrative mistakes done by the B.O.A. that caused the denial of the variance. There was a delay due to a site review then the hearing was re-opened and the McDonalds were not prepared at that point. The decision according to McDonalds was based on the personal appearance of the shed, not safety, public issues, etc. They feel their abutters did not appreciate the view of the shed. Chairman Moser reminded the McDonalds of the procedure for appeal from the denial decision: appeal to the Board of Selectmen within thirty days then take their case to the superior court. Chairman Moser made a motion for the Board of Selectmen to stay any enforcement action to remove the shed for 45 days. He then withdrew the motion after more discussion. The McDonalds stated

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that they need extra time to finish the shed. The trim work needs to be done, paint and stain, etc. This could take a few months. After the shed is finished, they will be selling it.

Mrs. McDonald stated that they may put up bushes, trees or a privacy fence and store their firewood on a trailer in the front of their yard. She mentioned that previously the Selectmen had said that such materials would be considered landscaping and not require any historic or zoning board approval. She just wanted to inform the Board and be certain of her rights and responsibilities before proceeding. The McDonalds do not want to receive any letters objecting to a fence at a later date. Chairman Moser stated that interpretation of the Ordinance is up to the McDonalds as the Board cannot pre-approve any plans. He also advised that the McDonalds read the Ordinance carefully and hire counsel if need be. After more discussion, a motion was made, seconded and voted in the affirmative by the Selectmen to allow the McDonalds sixty days for stay of enforcement of removal of the shed. If the McDonalds do not have the shed finished and sold by that time, they agreed to move the shed to another area on their property.

3. Pam Lassen, Planning Board Chairman, met with the Board with the request from the Planning Board to use Town Counsel. Chairman Moser recused himself from this discussion as he is representing the buyer of one of the properties. There seems to be a question on ownership of Class VI road- Old Brookline Road. The PB needs to get the okay from Town Counsel for clarification. This was advised by the Planning Board Assistant from NRPC. Wolfgang Millbrandt, who is the potential buyer for lot C-19, was present for the discussion and has a concern for the new conditions and questions set by the PB and NRPC assistant. He questioned whether the PB Chairman would sign the plat as he had understood that the lot line adjustment had been approved. It was explained that the lot line needs to be delineated better on the plat and ownership of the Class VI road is still a question. PB Chairman will sign the plat after review by town counsel and it is determined that all conditions have been met. A motion was made, seconded and voted in the affirmative by the Selectmen to allow PB Chairman Pam Lassen to contact town counsel on this matter and for Ms. Lassen to immediately follow through with approving the plat and delivery of the plat to the Registry for recording.

Selectmen reviewed the following:

Old Business:

1. Road Agent position- job description and posting. Two inquiries/applications have been received but the job has not been posted yet. The inquiries will be saved until the formal posting is done. After more discussion, the Board decided to work on the road agent job description and list of duties at a later date.
2. Health Insurance implementation, tabled.
3. MRI check – tabled.
4. Building maintenance – painting the Mann House: how to do? Scrape, sand, wash, paint one side or section at a time. Wally Brown, former building maintenance worker, was present for the discussion. He recommended an inexpensive way to tackle this job by just working on the worst sections first.

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Selectmen checked the funds in the town building repair and maintenance line and felt that there are enough funds to do some of the work on the Mann House. They requested that Mr. Brown draw up a plan to paint the Mann House and railings at the Town Hall and submit to the Board for their review. Selectman Lavoie also discussed checking on the old schoolhouse (bequeathed to the town by Elizabeth (Twig) Orton Jones.): tightening up the building, replacing broken windows, etc. Selectman O'Grady also stated that the building is a concern of the Historical Society. The Board agreed that the building should be preserved. No definite plans were made at this time for the building.

Selectmen signed the following:

1. Intent to Cut: #14-293-13 Devito, lot A-24

New Business:

1. Property Inventory Forms: keep or opt out. Selectmen discussed pros and cons: feel that forms are just generating revenue (2013 \$7,802), not handy to use. Selectman Lavoie explained all the work involved with folding and stamping the forms and the inconvenience of the due date. If the Board decides to opt out of using the forms, this must be voted annually. After more discussion, a motion was made, seconded and voted in the affirmative by the Selectmen to opt out of the Property Inventory forms for 2015.
2. Road paving plan: Selectman O'Grady discussed the following at length: He had spoken to All States and Brox. All States buys its products from Brox so there would be no savings for just using All States. Road Agent had planned paving sections of Townsend and Wilton Roads. Discussion of priorities – the first section of Brookline Road as it enters Mason really needs some attention. There is no finish coat. The price for paving which started at 72.25 is now down to 70.80/ton. Part of Wilton Road (.6 mile) would also be done by Brox as well as about 2700 LF of Brookline Road. The total for this last section of paving is \$135,996 from Brox, leaving \$37,000 balance for road restoration. All States could do chip sealing: 1.3 miles of chip sealing for \$37,000. One section of Wilton Road will be left undone; this could be shimmed and chip sealed. Then a plan would be developed to move forward to do other roads. The price to grind and pave is \$123,000 per mile of road. A mile done in chip sealing is only \$28,000. The plan for paving is to finish up Brookline Road and the school bus route on Wilton Road. Questions on culverts from Barbara Devore, Wilton Road, who had a concern that some of them are sinking. Selectman O'Grady explained about how the culverts are installed and that they are really not sinking, just the compacting material around them. Also a question was raised if there is enough in the budget to that include fixing culverts, etc. Selectman O'Grady stated that is not a problem. The Selectmen are looking forward to implementing a maintenance schedule for the roads. Chip sealing lasts 7 years. Having a better schedule and plan is important. The critical part is sealing the roads. Every six years most roads would need to be re-sealed. Selectman O'Grady explained the cost would be less than \$75,000 to maintain per year. He felt that a schedule could

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- be put together to show people when the Highway Department will catch up on road maintenance. Selectman O'Grady predicted that would happen by next year. Harry Spear, Starch Mill Road, however pointed out other issues with roads and cautioned that the Board needs to consider other areas of town. Grinding and paving may not be the total solution. He also recommended holding other discussions. After more discussion, a motion was made, seconded and voted in the affirmative by the Board to vote to approve the paving of a portion of Brookline Road and Wilton Road by Brox. The quote will be faxed back to Brox as approved by the Selectmen.
3. Highway Department needs to order magnesium – Selectmen approved this purchase as long as it's in the budget. Board voted to allow Roy Lundstedt, temporary HD foreman, to order the magnesium.
 4. Policy Development: Selectman Lavoie feels this falls under strategic planning, which the Board could do in work sessions. She explained that the Board could come up with the framework then meet with department heads before policy is adopted. The Board voted to establish work sessions for the first Tuesday of each month, starting on July 1, 2014 at 7:30 pm. These will be posted as meetings with the public welcome to attend. The Board will save the road agent description and duties for the first work session. Some of the items that will be addressed:
 - Review welfare - LGC
 - Internal controls – ask NHMA
 - Document retention committee
 - Investment policy
 5. From DRA: Assessment review report. This will be sent to the town assessor for his review.
 6. Re: 2014 Assessment: questions from new resident concerning the assessment on 944 Townsend Road. This has been sent to the assessor for review.
 7. From PLT: 2014-2015 Property Liability Coverage listing. Notice of change of title from Health Trust PLT to PLT.
 8. From D.E.S: Complete Forestry Notification – Devito for lot A-24.
 9. Other: Selectman Lavoie requested the flow chart started by the Chairman when he was ex-officio for the Planning Board.
 10. Public Forum: Town Clerk/Tax Collector Debra Morrison discussed some concerns – good and not so good. The good news is that the tax bills were sent out and as of today \$93,000 has been collected. The other concern is the town office and the meaning of having a “civil” office. Mrs. Morrison inquired if the present members of the Board will run again; term after term? She also questioned why 3 key employees are leaving their jobs: Road Agent Fred Greenwood, Assistant Martha Ward and Administrative Assistant Barbara Milkovits. There was so much knowledge and experience that the town is losing. The departments were operated efficiently. She cited the friction within the town office that may have contributed to the departures. She also spoke of nasty emails, notes and letters that some employees had received from the Selectmen. Mrs. Morrison stated that good managers do not micromanage their employees. Selectman O'Grady responded to much of what Mrs. Morrison said; stating that Martha and Fred did not speak to the Board before leaving and that Mrs. Morrison's statements were too broad to

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answer. Suzanne Kelly, Deputy Town Clerk disputed that Ms. Ward had informed the Board back in November 2013 that she could only work the full hours until the end of December, 2013. Mrs. Morrison again stated that there should be more civil treatment of the employees and the Selectmen need to listen to the employees' concerns. Selectman Lavoie explained that they are a young board but are committed to working together. Mrs. Morrison thanked the Board for their time.

A motion was made, seconded and voted in the affirmative by the Board to enter into a non-public session at 10:09 pm for personnel and reputation.

Public portion of Selectmen's meeting adjourned at 10:09 PM.

Respectfully submitted,
Barbara L. Milkovits
Administrative Assistant