



## Board of Selectmen's Meeting Minutes October 17, 2023

**Present:** Chairman Espie, Selectman Seamans, Zoning Enforcement Officer Rebecca Boyden, Fire Chief Harmon, Police Chief Duchesne, and Administrative Assistant Pitts

Chairman Espie called the meeting to order at 4:00 pm.

Chairman Espie led the Pledge of Allegiance

### Approval of:

Chairman Espie made a motion to accept the Board of Selectmen minutes from September 26, 2023, seconded by Selectman Seamans. Motion passed (3-0).

Chairman Espie made a motion to approve the Manifest dated October 19, 2023, in the amount of \$636,924.05, seconded by Selectman Seamans. Motion Passed (3-0). Chairman Espie informed residents it was mostly Elm Street construction and the School.

### Department Reports:

Zoning Enforcement Officer, Rebecca Boyden, presented her monthly report to the Board of Selectmen. Boyden informed the Board that the department is busy this month and had already issued 9 permits, mostly containing driveways and lot subdivisions. Chairman Espie informed Zoning Enforcement Officer Boyden that 1296 Province Lake Road is completing a clean-up. Selectman Seamans asked about the Gardella Subdivision, Boyden stated she received the Notice of Decision, but it is still on the report.

### Selectman Seamans:

Selectman Seamans provided residents with an update on the shouldering to take place on Elm Street and that they are in hopes to start the shouldering on Thursday and Friday. Selectman Seamans had a request on Trout Run to fix a pothole.

### Chairman Espie:

Chairman Espie states the next Board of Selectmen Meeting will be held on Halloween and asks Chief Duchesne if the Board should set a time for Trick-or-Treating. Chairman Espie announced the hours for Halloween from 5:00 pm – 8:00 pm.

### Fire Chief Harmon:

Chief Harmon reviews the Fire Department report to the Board. Harmon states in the month of September there have been 27 calls; 5 Medical Calls at Green Mountain Treatment Center, 7 calls during daytime coverage, and 20 calls outside of daytime coverage, and keeping a steady year-to-date rate at 263 calls. Chairman Espie asked if this had been the Fire Departments first transport and where they transported to, Chief Harmon answered that it was the department's second transport and that it was to Huggins. Selectman Racine asked how daytime coverage is at the Station, Chief Harmon responded that coverage has been limited to one person a day

due to concerns with the current budget. Chief Harmon informs the Board that Engine 3 needed repairs to both side leaf springs and ball joints totaling \$4,000.00 and that there is another vehicle is having issues that will eventually need repair to the wiring harness. Selectman Racine asked where the vehicles are taken to be fixed, Chief Harmon answered Lakes Region Fire Apparatus. Chairman Espie asked for an update on the Police Cruiser being stripped. Chief Harmon stated the vehicle has been stripped and is outside. Chairman Espie told Administrative Assistant Pitts the Town needed to get the vehicles out to bid. Chief Harmon informed the Board regarding the meeting with FEMA and that he believes FEMA will reimburse the town for the estimated costs.

#### Police Chief Duchesne:

Chief Duchesne reviewed the Police monthly report for September. Duchesne stated there were 211 calls for service, 3 arrests, 46 motor vehicle stops, 4 motor vehicle accidents, and his new line K9 Deployments with 8 deployments since September 1<sup>st</sup>, 2023. Chief Duchesne shared the letter of commendation that Sr. Patrolman Baker received on behalf of the Town of Ossipee regarding a situation that Sr. Patrolman Baker had assisted with. Chairman Espie asked Sgt. Eldridge for any updates on the money from Germany, Sgt. Eldridge stated he has been calling every week and will update the Board. Resident Chuck Fuller asked Chief Duchesne how residents can report suspicious activity. Chief Duchesne stated that the residents of Effingham are the 'eyes and ears' and gives an example of calling 911 if you see someone driving recklessly on the road or calling the Sherriff's office. Chuck expressed his thanks to the Freedom Police Department.

#### Budget Presentations:

##### Zoning Board of Adjustment:

Lawrence Edwards presented the budget for the Zoning Board of Adjustment. Edwards asked about the postage and if funds are to be processed through the Executive budget, Chairman Espie explained Land Use board will be budgeting for the postage they use and stated the Zoning Board doesn't see the funds that come back from the applicants. Selectman Seamans explains the money goes through the General Fund, not the Executive line. Chairman Espie made a motion to approve \$3,130.00, seconded by Selectman Seamans. Motion passed (3-0).

##### Planning Board:

George Bull presented the Planning Board budget and provided the Board with the explanation of the listed line items. Bull explained a lot of the line items the applicant would reimburse the Town for. He discussed Professional Services having a budget of \$2,500.00, which the Board may not need but where they are getting more complex cases it's better to have, especially if there is an enforcement issue. Bull mentions postage will most likely be reimbursed by the applicant, Association Dues is normally Lakes Region Planning Committee, and they provide support to the Committee. Selectman Seamans asked Administrative Pitts to look into the payment from this year as it is not listed under Association and dues in the Budget to Actual (B2A). Bull stated Books & Publications were mostly to provide new members with RSA books.

Mileage, Computers, and Office Supplies were left at \$1.00 as they were not used by the Board or obtained through the Executive budget. Chairman Espie asked if the line items could be zero, Bull responded that he would like to have the line item still open in the event they have a need to budget for them. Bull informed the applications will be more extensive and expensive. Bull explained the Secretary Salary, and mentioned Nate Fogg has been a Secretary for the Board since COVID and has been assisting the Board with more tasks and is saving the Town a lot of money. He also mentioned that if there is an assistant to assist with the new filing for the Planning Board they will also be paid under that line-item. Bull mentioned during COVID webinars and workshops tend to be free but are now charging. Chairman Espie recommended the Planning Board budget in the amount of \$11,873.00, seconded by Selectman Seamans. Motion passed (3-0).

#### Town Clerk:

Allen Curtis presented the budget for the Town Clerk budget to the Board of Selectmen. Curtis explained to Board that there is an increase in the line-item for elections due to this year having an additional 3 elections, and the other increase is seen in the Postage, in the tax collector budget, for the tax bills to be sent out. Curtis explains he would like to see the salary for the Deputy increased, it is currently \$17.51 an hour and to bring it to \$19.01 which is still a lower salary compared to surrounding communities. Chairman Espie mentioned the increase of Salary to the Town Clerk, Curtis explained that it is still lower than surrounding communities and in order to retain employees the salary should be reasonable. Chairman Espie brought up slight concern about raising the salary for the Deputy as she had put in her resignation tonight, Curtis stated in hopes with a competitive salary that the chances of having an experienced employee will be higher. David Strauss asked Chairman Espie about the 39/13 rule and the raises will not take effect until approved at Town Meeting. Chairman Espie made a motion to approve the Town Clerk budget \$49,422.40, seconded by Selectman Racine. Motion passed (3-0).

#### Tax Collector:

Allen Curtis presented the Tax Collector budget. Chairman Espie asked if the office still had the assistant. Curtis answered that the line item for Assistant is used for when Deanna would assist and to cover when Barbara uses extra hours. Chairman Espie made a motion to approve the Tax Collector budget for a total of \$47,417.40, seconded by Selectman Seamans. Motion passed (3-0).

#### Treasurer:

Elaine Chick presented the Treasurer budget to the Board. Selectman Seamans questioned bank charges, Elaine answered there should not be any and that it's used for insufficient funds and Invoice Cloud which is coming out of the Tax Collector budget. Chairman Espie asked what the line item for Dues is used for. Elaine answered it is used to pay for the dues for New Hampshire Government Financial Officers Association (NHGFOA) which is useful to towns as they can reach out to other municipalities to see how they process certain items within their town. Chairman Espie made a motion to approve the budget for the Treasurer in the amount of \$4,650.00, seconded by Selectman Seamans. Motion passed (3-0).

### Library:

Grace Fuller and Sarah Newell of the Library presented the Library budget to the Board. Grace introduced Sarah Newell to the Board as the new Library Director and praised her for the work she has contributed to the Library thus far. Grace explained the Library is looking to increase the salaries by 3% as employees have been flatlined for last 5 years and it has been difficult to locate good employees which implemented the 3%. Grace talked about the grant from the American Library Association which assisted in creating a new Library website and the remaining \$5,000.00 which will assist in updates to the restrooms. There is still funding available through the grant and the will reapply to see if they can get more for bathroom upgrades. Funding is also available through the Friends of the Library and Children's Literacy Foundation which has assisted in the Summer Reading Program and Lego Camp. The Library Trustees grant is used for Workshops. Chairman Espie made a motion to recommend the budget for the Library in the amount of \$66,213.00, seconded by Selectman Seamans. Motion passed (3-0).

Selectman Seamans read off a statement from the Library to appoint Nicole Perrault of Province Lake Road as a member of the Library Board of Trustees for a 1-year period. Selectman Seamans made a motion to appoint Nicole Perrault as a 1-year member of the Library Board of Trustees, seconded by Selectman Racine. Motion passed (3-0).

### Assessing:

The Board reviewed the budget for Assessing, Selectman Seamans asked David Strauss why the Contract was listed at zero in the previous year. Strauss stated there were issues with posting to the correct budget line item. Chairman Espie made a motion to approve the budget for Assessing in the amount of \$39,250.00, seconded by Selectman Racine. Motion passed (3-0).

### Announcements:

There were no Announcements.

### Public Comment:

pursuant to **RSA 282-A:70** and **RSA 282-A:71** Chuck Fuller of the Historic Town Hall Project informs Level Two Energy Audit, onsite data collection will be finalized in November and they will come back with recommendations that are efficiency related to insulation, windows, heating systems, etc. Selectman Racine asked how much was covered by Eversource, Chuck answered that it was not for this grant, that is regarding the \$3,900.00 Community Development Finance Grant the Town had to provide \$1,300.00 and the First Acrobat money for \$10,000.00 should arrive in December.

Chuck Fuller, as a representative of Carroll County Communications announces they have formally set committees and he is represented on the Grants Committee. He mentions they are going for grants operating expenses of 3-5 grand. He mentions putting the Carroll County Communications link on the Town website to inform the Town with updates. Also asks the residents to complete the test for the internet speed, and that any speed of 100 download and 20 upload but if anything is underneath that speed, they are underserved, and it will assist with

getting the grant. Chuck mentions to residents to try the test a few times throughout the day as speeds differ.

Chuck mentioned the notification of approval for the 2023 Moose Plate Grant in the amount of \$20,000.00 but it still needs to be signed by the Governor, so it has not been awarded.

Rosemarie Wissenbach asked if there are any updates on the Town Records, Chairman Espie mentioned that it should have been asked to the Police Chief.

Chairman Espie made a motion to go into Non-public pursuant to RSA 91-A:3, II (a), seconded by Selectman Seamans. Motion passed (3-0)

Nonpublic Session began at 5:55 pm.

Public Session reconvened at 6:13 pm.

Chairman Espie made a motion to go into Non-public pursuant to RSA 91-A:3, II (c), seconded by Selectman Seamans. Motion passed (3-0)

Nonpublic Session convened at 6:13 pm.

Public Session reconvened at 6:34 pm.

Selectman Seamans made a motion to seal the nonpublic minutes for 30 days, seconded by Chairman Espie. Motion passed (3-0).

Chairman Espie made a motion to Adjourn the Public meeting, seconded by Selectman Seamans. Motion passed (3-0).

Regular meeting adjourned at 6:36 pm.

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Lenny Espie, Chairman

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Chris Seamans, Selectman

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Leo Racine, Selectman