



## SELECTMEN'S MEETING MINUTES

August 28, 2018

*Meeting called to order at 6:30pm.*

**ATTENDANCE:** Selectman Brian Robischeau, Selectman Rick Surette, Selectman Rich Zacher, Marilou MacLean, Laurie Champy, Ed Comeau, Ed Nason, Rose Zacher

- **Approval of Minutes:**

***MOTION:** Selectman Robischeau made a motion to accept the August 14, 2018 special Public Hearing meeting minutes as drafted. Selectman Surette abstained, Selectman Zacher seconded, motion carries.*

***MOTION:** Selectman Zacher made a motion to accept the August 14, 2018 minutes as presented. Selectman Surette abstained, Selectman Robischeau seconded, motion carries.*

- **Treasurer:** Marilou MacLean stated she has submitted the MS-434 form. (Revised revenue form)
- **Tax Collector:** Rose Zacher stated she and Diana Peckham would be in attendance during some, if not all, of the Tax Collector's Conference held on September 18-20.
- **Administrative Assistant:** Laurie Champy reported she and Rose Zacher had a conference call with their contact on the website upgrade project. The company has requested a list of future website users and their specific access permissions. Laurie supplied a proposed list for review and approval by the BOS. The Board was satisfied with the list presented and it is their position that each Department/Board/Committee is to be responsible for maintaining and updating their own page as well as posting meetings and minutes. Laurie will supply this list to her contact so they can proceed with this part of the website build. Laurie will invite via email all proposed users to a group user training scheduled for Tuesday, September 18 from 9-11am. There are 6 additional 45minute slots available as needed for one on one training for users who will be performing more extensive website entry, those that could benefit from additional training time, or those that cannot be present during the group user training earlier in the day. Suggestions for 4 of the 6 slots were made during the meeting.
- **Planning Board:** Ed Comeau reported they are actively working on the Master Plan Surveys. There is an additional meeting taking place this month on Thursday, September 6<sup>th</sup> at 6:30pm at the Town Office building to allow time for them to calculate data.

- **Road Agent:** Ed Nason reported he is laying gravel on Palmer Drive, Piney and Sanborn Roads and will begin grading tomorrow. He intends to apply dust control Friday or Monday. He stated he has patched a washout on Tibbets Hill Road; prep for culvert replacement on Cottle Hill Road is complete, Pike Brook and Tumbledown Dick Roads are prepped for paving. Once a paving date is established he will perform a final grade prior to paving.

He reported that F.R. Carroll reduced their paving estimate to \$77,102. There is some concern about project completion due to them not being available to pave in September. There is another company available to pave in 2-3 weeks but their estimate is higher. The Selectmen agree to sign and lock in a price with F.R. Carroll provided they will commit to paving in October. Ed Nason will follow up.

Ed stated that another deadline has passed for Holden Engineering to supply engineering work on the bridge on Moose Mountain Road. He will make another attempt to contact them.

- **Code Enforcement:** Ed Nason stated he is working on a new building permit.
- **Conservation Commission:** Selectman Zacher reported there were approx. 15 people in attendance at the presentation by MMRG held on 8/22 in the Town House. The Commission plans to have Wendy Scribner come and provide a presentation on the forestry plan for the Town land following her work with Forester Tim Nolin.
- **Heritage Commission:** Marilou MacLean stated the next meeting is scheduled for Wednesday, September 19 at 7pm at the Town Office building.
- **Cemetery Trustees:** Selectman Surette reported that Judy Lewis has resigned from her position with the Cemetery Trustees. The Trustees recommend that Craig Evans' appointment change from an Alternate back to a Member. They are seeking new members.

***MOTION: Selectman Zacher made a motion to appoint Craig Evans from Alternate back to Member. Selectman Robischeau seconded, all in favor, motion carries.***

Selectman Zacher suggested a letter be written to Judy thanking her for her service; he recommended the letter be written by Selectman Surette.

***MOTION: Selectman Zacher motioned that a letter be written to Judy thanking her for her service. Selectman Surette seconded, all in favor, motion carries.***

- **Zoning Board of Adjustment:** The Board will be holding a meeting at the Town Office Building on Thursday, August 30 at 5:30pm. They will change locations to perform a site review at 6pm and will then return to the Town Office Building for a Public Hearing at 6:30pm.
- **New Business:** The Selectmen discussed the drafted letter for the Road Agent which states he is a contractor working as directed by the Selectmen and any concerns that arise from his work should be addressed directly with the Selectmen.

***MOTION: Selectman Robischeau motioned to have Laurie print the letter and supply to Eddie. Selectman Zacher seconded, all in favor, motion carries.***

A reminder was offered that Election Day is Tuesday, September 11 from 8am – 7pm at the Town Office Building. The Board of Selectmen meeting will continue as scheduled for 6:30pm but the location will be changed to the Schoolhouse due to the Elections. The Selectmen will meet on Friday, September 7 at 5:30pm at the Town Office Building to set up for Elections. They will determine an Election Day coverage schedule at that time.

The GWRSD Finance Committee is meeting to review the budget process on September 6<sup>th</sup> at 7pm at the Lakes Region Tech Center.

Brad Williamson, retained by the Town for Handyman services, noticed and informed the Selectmen that the doorknob in the bathroom of the Schoolhouse did not meet handicap accessible standards. He supplied a cost estimate for new hardware. Selectman Zacher stated he will put the time into shopping for and supplying the new hardware; Brad will install. Selectman Zacher thanked Brad for promptly fixing the kiosk located at the Town Office.

There are numerous tax rate setting training sessions being offered by DRA; the Selectmen may attend.

- **Mail/Bills:** Each bill to be paid was read, by Marilou MacLean, indicating the payee and amount due.

***MOTION: Selectman Robischeau made a motion to accept bills as read into the record. Selectman Surette seconded, all in favor, motion carries.***

The Selectmen recognized and thanked Tom Hill for mowing and weed whacking the Town Office property.

Selectman Zacher will provide answers to a questionnaire pertaining to the existing cable franchise agreement from Attorney Miller and will circulate amongst the Selectmen for review and input prior to submitting to the attorney.

Meeting adjourned at 7:33pm.

The next regular Selectmen's meeting is scheduled for Sept. 11, 2018 at 6:30pm in the Schoolhouse.

Respectfully submitted,

Laurie M. Champy  
Administrative Assistant