



SELECTMEN'S MEETING MINUTES

December 04, 2018

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

- **Approval of Minutes:**

***MOTION:** Selectman Zacher motioned to accept the minutes from November 27, 2018 as presented. Selectman Surette seconded, all in favor, motion carries.*

***MOTION:** Selectman Zacher motioned to accept the non-public minutes from November 27, 2018 as presented. Selectman Surette seconded, all in favor, motion carries.*

- **Public Comments:** Dianne Smith stated she wanted to clarify her suggestion at a prior meeting regarding the kiosk. She suggested now that the rear of the kiosk is visible (due to removing trees last summer) that perhaps it could be boxed in and utilized or be painted white and include a friendly message. Laurie Champy mentioned access to the kiosk can be an issue in winter and suggested building a kiosk, similar to what exists on the Town House, attached to the Town Office building under the existing overhang. Selectman Zacher added the possibility of then repurposing the existing kiosk to the Town land on Lyford road. The Selectmen will consider the suggestion. No decision made.
- **Treasurer:** Marilou MacLean reported that she has worked on payroll and budget, and has a few bills for signature tonight.
- **Administrative Assistant:** Laurie Champy stated the letter to the residents on Pike Brook Road regarding paving will be ready for mailing tomorrow.
- **Planning Board:** Ed Comeau reported they had to cancel their meeting again due to lack of quorum. Their next scheduled meeting is on 12/20.
- **Conservation Commission:** Selectman Zacher stated the CC meeting for tomorrow has been canceled. He added that the Forester, Tim Nolin, met with the biologist and they walked the land. The forestry report is expected to be received prior to the end of the year.
- **Heritage Commission:** Marilou MacLean stated their next meeting is scheduled for January 2019.

- **Joint Loss Committee:** Selectman Robischeau spoke of the need to establish a meeting in December for review of the Procedure Manual. No decisions made. A date will be determined.
- **Cemetery Trustees:** Selectman Surette stated there are no meetings scheduled.
- **Old Business:** A package was received from Holden Engineering and will be left for Ed Nason to review.

Following properly noticing impending tree removal on Brice Drive, a letter was received from Peter Donnelly requesting awaiting the results of his survey from White Mountain Survey before removing any trees. Selectman Robischeau will reach out to Mr. Donnelly again and request an expected date of completion. This will be discussed at the next BOS meeting.

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

At the previous BOS meeting, Marilou provided statements of monies that need to be transferred from the Cemetery Trustees in the amount of \$345 and monies that need to be transferred from the Town to the Trustees of the Trust Funds in the amount of \$136k. The Selectmen have reviewed these statements.

MOTION: Selectman Robischeau made a motion to accept bills as read on record by Marilou. Selectman Surette seconded, all in favor, motion carries.

Selectman Zacher suggested the full bonus be paid to the Town cleaning person as a bonus was not paid in July. This bonus structure was previously established in lieu of a raise.

MOTION: Selectman Zacher motioned to pay the cleaner \$300. Selectman Surette seconded, all in favor, motion carries.

Budget work commenced.

The Selectmen will request a repair/replacement estimate from Eddie for the large garage door as they are in need of a budget planning number.

Meeting adjourned at 7:56pm.

The next regular Selectmen/Budget meeting is scheduled for December 18, 2018 at 6:30pm in the Town Office Building.

Respectfully submitted,

Laurie M. Champy
Administrative Assistant