

# **SELECTMEN'S MEETING MINUTES OF 12-22-2014**

Submitted by stoddard on Tue, 12/23/2014 - 3:17pm.

**Preliminary**

## **SELECTMEN'S MEETING MINUTES**

**December 22, 2014**

The meeting opened at 7:00 PM with the Pledge of Allegiance.

Attendees included Arnie Stymest, Selectman Chairman, John Halter, Selectman, Harry Power, Compliance Officer, Jim Coffey, Town Administrator and Patricia Putnam, Administrative Assistant. Dean Huber was also in attendance.

### **APPOINTMENTS:**

7:00 Harry Power - Tax Map # 422, Lot # 4.1 – James and Donna Champney. 699 Route 9 – Harry reported he is sending a follow-up letter reminding the Champney's that they had until January, 2015 for the septic tank to be installed for the apartment above the garage, per the building permit requirements and septic plans drawn by Monadnock Septic.

Harry read RSA 421:1 VI that refers to a structure as anything build by man. He indicated that he cannot list every kind of building on a building permit. After discussion, John Halter moved and Arnie Stymest seconded to have any construction that requires a building permit, is to be taxed, that does not have a scheduled price for a building permit fee, will be charged the minimal fee of \$50.00, the board approved.

**TO BE SIGNED/APPROVED:**

1. Accounts Payable Manifest
2. P/R Manifest
3. BOS Board Meeting Minutes of 12/08/2014
4. BOS Non-Public Minutes of 12/08/2014
5. Payroll Authorizations (3) Replacements for Lost Items, No Change
6. Veteran's Tax Credit Application
7. Pistol/Revolver Licenses (2)
8. Property Tax Abatement, 421-03, Garage Removed

All the above were signed.

#### PUBLIC QUESTIONS & COMMENTS:

Dean Huber reported he has adjusted the lights on the back of the Town Hall downward as far as they will go to avoid shining into the Carlisle's windows. He also asked how many pistol permits have been issued by the town. The number was unknown but easily counted as they are in a book in the Administrative Assistant's office, under lock and key, due to the confidential information they carry.

Harry Power noted that the Aten Road was declared an unofficial Class V highway for one mile for an old subdivision, but that the condition of the road is not adequate for the number of existing lots which is 8 vehicle trips per day per unit.

#### OLD BUSINESS:

1. Alfano Law Office, Aten Road, Interrogatories – Jim Coffey reported that these are comprehensive and he has discussed them with Atty. Jeff Spear. John Halter moved and Arnie Stymest seconded to assign Jim Coffey to complete the information and respond to Jeff Spear, the board approved.
2. BTLA Order & Notice / PSNH – just a notice to Stoddard and many other towns on the court receiving these and that there has been no decision made as yet.
3. Correspondence from George Sansoucy, P.E. (2) – Jim Coffey mentioned the

correspondence where the firm is dealing with the PSNH issue.

#### NEW BUSINESS:

1. Office hour schedule for holidays – The Selectmen's office will be closed December 24 and 31 in observance of the Christmas and New Year's Holidays.
2. DOT Biennial Bridge Inspection Report – Jim Coffey reported that the bridges have been deemed safe and are properly posted. John Halter noted that the culvert at the North Shore Road Bridge is in bad shape. Jim Coffey thought there should be some consideration to bridge maintenance in the next year's budget.
3. 2015 Education Tax Warrant – Jim Coffey noted that the tax is a bit lower than 2014.
4. Request to abate part of Town motor vehicle fee – Taken up in Non-Public Session
5. Alarm monitoring for Town Hall – The fire department has suggested having Keene Mutual Aid monitor the alarm system. Jim Coffey will check with them to find out what they would charge for the monitoring. The alarm system will be armed after the renovations are completed.
6. Discuss Knox Box Installation – Jim Coffey will talk to David Cutter for installing these at the Town Hall, Gould House and the Davis Public Library during his meeting to walk through on punch list for completing the 3rd Phase of the Town Hall Renovations.
7. Discuss Tax Addressing Problem – Jim Coffey reported that there was some problems with the roll over from the assessing program to the tax bill program. There has been about 100 bills that were sent to old addresses. Most of the tax payers have contacted the office and been sent the bills. There will be a 30 day delay in any interest on late payments that are made by those owners, whose bills were miss

addressed.

8. The US Census Bureau has sent their request for details for 2014. Jim Coffey will fill the form out and send it back to them.

#### SELECTMEN'S COMMENTS:

1. Arnie Stymest requested that the thank you letter be sent to Joan Read before she leaves for Florida. He will meet with Jim to write the letter.
2. Arnie Stymest suggested that the Town refund Carol Clark the rental fee for the Town Hall on 12/13 due to the water issues in the building. John Halter moved and Arnie Stymest seconded to refund the \$50.00, the board approved.
3. Arnie Stymest noted that the sand that is being used on the parking lot seems to have a lot of clay in it that is being tracked into the Town Hall and Gould House. Jim Coffey will ask David Vaillancourt to get a better quality sand for these lots.
4. Jim Coffey suggested the Board have a policy to have a key to the Town Clerk's office for access to the electrical box and keep it in the Gould House in the locked cabinet. John Halter moved and Arnie Stymest seconded to require the Town Clerk to supply the Selectmen a key to her office to allow access to the electric box and it will only be used for that purpose, the board approved.

#### OTHER CORRESPONDENCE:

Various items, not noted.

ADJOURN: 7:50 PM – the board adjourned to the Gould House to go into Executive Session per RSA 91A:1 11c – John Halter – yes, Arnie Stymest – yes.

8:24 PM – Adjourned from Executive Session – Arnie Stymest – yes, John Halter – yes –

John Halter moved and Arnie Stymest seconded to seal the minutes of the Executive Session indefinitely, the board agreed.

ADJOURNED: John Halter moved and Arnie Stymest seconded to adjourn at 8:25 PM, the board agreed.

Respectfully submitted:

Patricia E. Putnam

Administrative Assistant

Approved:

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Arnie Stymest

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John Halter

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Stephen McGerty

**SELECTMEN’S MEETING**

**AGENDA**

**December 22, 2014**

## APPOINTMENTS

7:00 - Harry Power

7:15 – Non-Public RSA 91A:1 11c

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Payroll Authorizations (3) Replacements for Lost Items, No Change

Veteran's Tax Credit Application

Pistol/Revolver Licenses (2)

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## PUBLIC COMMENTS

## OLD BUSINESS

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2. BTLA Order & Notice / PSNH
3. Correspondence from George Sansoucy, P.E. (2)

## NEW BUSINESS

1. Office hour schedule for holidays
2. DOT Biennial Bridge Inspection Report
3. 2015 Education Tax Warrant
4. Request to abate part of Town motor vehicle fee
5. Alarm monitoring for Town Hall

#### SELECTMEN'S COMMENTS

#### OTHER CORRESPONDENCE

Various items