

**Board of Selectmen
Meeting Minutes
Wednesday, February 8, 2023
Approved**



1) Open Meeting

Chair Dudek called the meeting to order at 6:01 p.m. Board members present: Michelle Dudek, Chair; Andy Guptill; Jim Delaney.

Also present: Town Administrator Kimberley Edelmann; Donna Crisp Duclos, Chair of the Budget Committee; Seth Currier; Todd Goings; Mark Cowdrey; Roy Carlson; Lenny Caron; John Kinney; Pat Moyer; and Lisa Meier, Recording Secretary

2) Minutes

Selectman Guptill made a motion to approve the minutes of January 30, 2023. Selectman Delaney seconded. The motion passed with all in favor.

3) NewBusiness

a. 2021 Audit

TA Edelmann stated that the 2021 audit has been completed and uploaded to DRA (Department of Revenue Administration) portal and advised that all prior deficiencies have been addressed so that they should not repeat.

b. Locke Property

Pat Moyer advised that she received a new application for a Junkyard License from the prospective new buyer of the property and James Locke, Walter Locke's son, is going to apply also in case the sale of the property falls through; therefore, it would not become an abandoned use. Ms. Moyer advised that there are time limits associated with the applications and each applicant has paid \$25.00; however, the Select Board can charge up to \$250 for a new application.

4) Department Reports

a. Police Chief Report

As Chief Mahoney was not present, Town Administrator Edelmann gave a report regarding a burst pipe in the Police building. Primex has been contacted along with a water remediation company.

b. Highway Supervisor Report

With the absence of Highway Supervisor Bryson, TA Edelmann gave an update that the crew has been out sanding due to the storms.

5) Old Business

a. Buswell Property

As there are a couple more residents that have come forward that are interested in the purchase of this property, the Select Board will present everything to Town Counsel again for his review.

Those present and expressing interest were Leonard Caron, Seth Currier and Roy Carlson.

Mr. Caron presented the Select Board with a survey of the property prepared by Central Land Surveying, Inc, Colin Brown of Bristol, NH.

b. Warrant Articles

The board reviewed each Warrant Article independently which will come before the town at Town Meeting to finalize language and dollar amounts and approve the articles.

c. Highway Garage / Bond

Town Administrator Edelmann advised she spoke with the Town Attorney's office. She was informed that their Bond Attorney would cost between \$3,500 and \$4,500.

She also spoke with the Bond Bank again and gave them new numbers to run. For a 20-year bond in the amount of \$1,950,000 at 5.5%, the first payment would be in 2024 in the amount of \$48,750 and the second payment in 2024 would be \$153,625 for a total of \$202,375. TA Edelmann also spoke with a local bank and learned that their interest rate for that level of funding was currently 6%.

TA Edelmann also spoke with John Kenney from DuBois & King. He informed her the bid package would be ready to go out immediately after Town Meeting if funding was approved.

Budget Committee member Mark Cowdrey asked if the 5.5% was guaranteed. TA Edelmann explained that it was a very conservative figure used to prevent Towns from underbudgeting. Towns could not spend a penny more than what was approved at Town Meetings, so the figures were always set very high to prevent budget shortfalls that would prevent projects from moving forward the year they were approved.

Budget Committee Chair Donna Duclos asked what the impact to taxes would be and the response was the board would have that figure the next day.

Todd Goings said he believed the board could send out the bid package to any contractor rather than deal with subcontractors. Mr. Goings also stated he felt the total figure was rushed. He felt some of the work could be done in-house or by local contractors.

John Kinney asked if the \$650,000 had been encumbered. It was confirmed that the \$650,000 approved at Town Meeting in 2022 was non-lapsing.

Ms. Duclos stated she felt the bond would be quite an impact on future budgets and was concerned that this may impact potential bonding in the future.

Mr. Cowdrey stated that it was a huge number; however, if the construction was put off, he felt the price would continue to go up.

TA Edelmann stated that if the Budget Committee did not recommend the Warrant Article, it might be a death blow. Either way, the board would need to do some work at the Bond Hearing on February 16, 2023 and leading up to Town Meeting to inform the public about the project and its funding.

Ms. Duclos asked if there would be any visuals at Town Meeting and the response was there would be some along with financial information.

Seth Currier asked if there had been any research on return on investment. Ms. Duclos asked who was currently doing the maintenance on the town vehicles and the response was the town employees do everything that they are able to do in-house.

Selectman Guptill made a motion to place this Article for a bond in the amount of \$1,951,000 on the Warrant. Selectman Delaney seconded the motion. The motion passed with all in favor.

TA Edelmann asked the board if they would be in favor of a contingency article in case the bond article failed. After a brief discussion, the board decided to move forward with a contingency article.

Goings asked why the board has not utilized the existing money to start on the building.

Guptill made a motion to move forward with a contingency article to raise and add \$650,000 to the existing non-lapsing fund for the highway garage. Delaney seconded the motion. The motion passed with all in favor.

d. Town Report

Chair Dudek advised that the Town Report needs to go to print no later than Friday, February 17, 2023.

6) Correspondence / Signatures

The Select Board reviewed and signed as needed the following:

- ◆ A payroll manifest for February 10, 2023 in the amount of \$24,877.41 was signed.
- ◆ A check manifest for February 10, 2023 for the amount of \$394,577.59 was received and signed.
- ◆ A letter from Comcast was received regarding a rates increase.
- ◆ A letter was received from Comcast regarding network related issues the town may be having.
- ◆ An Intent-to-Cut notice was received for Tax Map 21, Lot 074 / 297
- ◆ A letter was received from NH DOT regarding the Public Information Meeting to be held on February 23, 2023 regarding the bridge on Route 4 near Fenvale.
- ◆ An invoice from Nu-Car for \$1,083.15 was received and signed.
- ◆ A request was received from CAP for \$3,000 and signed.
- ◆ A request was received from Lake Sunapee VNA for \$2,000.00 was received and signed.
- ◆ A request was received from Kearsarge COA for \$5,610.00 and signed.

All documents are available for public inspection.

7) Additional Items for Discussion

- ◆ The third segment of the Budget Committee Public Hearing will be held Thursday, February 9, 2023 at 6:00 p.m.
- ◆ The Highway Garage Bond Hearing will be held Thursday, February 16, 2023 at 7:30 p.m.

8) Nonpublic Session per RSA 91-A:3(a) - Personnel Matters

Selectman Delaney made a **motion** to enter into non-public session at 8:00 p.m. per RSA 91-A:3(a) for personnel matters. Selectman Guptill **seconded** the motion and **all were in favor** via roll call.

Selectman Delaney made a **motion** to enter back in public session at 8:20 p.m. Selectmen Guptill **seconded** the motion and **all were in favor** via roll call.

Selectman Guptill made a **motion** to seal the non-public minutes from February 8, 2023 permanently per RSA 91-A:3 III. Selectman Delaney **seconded** the motion and **all were in favor** via roll call.

9) Adjournment & Next Meeting

There being no further discussion, Selectman Delaney made a **motion** to adjourn at 8:26 pm. Selectman Guptill **seconded**. The **motion passed** with all in favor.

Respectfully Submitted,

Lisa Meier
Recording Secretary

These minutes were approved at the
Select Board meeting on March 7, 2023.