Meeting convened at 6:37 p.m.

PRESENT: Marj Roy, Town Administrator; Vicky Mishcon, Select Board Chair; Dave Blinn and Chuck Keyser, Select Board Members; John Thompson, Road Agent; Police Chief Joe Mahoney

Prior to the Select Board meeting, the Board along with Roy, met with Hoyle, Tanner and Associates regarding the Lawrence Street Bridge Project. Most of the discussion revolved around time-line budgeting. The State is having trouble funding projects. Although Andover’s project may be delayed a year or two, the project will go forward because the plan has already begun.

RECREATION COMMITTEE BACKGROUND CHECK REIMBURSEMENT

Last week, the recreation committee sent chaperones to Town Hall for their Criminal Background Check applications. This should have been done in November because it takes approximately three weeks to get the results back from the State Police. One applicant realized it was a time sensitive issue because the ski program was about to start, traveled to Concord to do it individually. The applicant paid the $25.00 charge for the individual Criminal Background Check. The State only charges the Town $10.00 each for these background checks. After discussion Board indicated that this is a one-time thing and that it is not the Board’s policy to have an individual go to Concord to do this separately. The practice is and has been to send the applications in a bundle three weeks ahead of the program start time. After discussion, the Board agreed to reimburse the individual the $25.00.

PREVIOUS MINUTES

Mishcon made the motion the accept the December 17, 2018 minutes as amended. Keyser seconded the motion. All in favor. The December 17, 2018 minutes are approved as amended.

MODERATOR MEETING

The Town Moderator, Jon Mishcon, requested a meeting with the Town Clerk, the Supervisors of the Check List, along with the Town Administrator, and the Select Board. The Town attorney will be included in the meeting via telephone. After discussion, the tentative date is **Thursday, February 7, 2019**. Roy will check with everyone involved. Once confirmed, Roy will contact all involved.

CORRESPONDENCE AND SIGNATURES

* Five-year Re-evaluation update agreement from Avitar (required by law). The cost for the five-year evaluation is $52, 380.00. There are 1580 parcels to re-evaluate. After the agreement is signed, an Avitar representative and DRA Assessing person will be at the **February 4, 2019 Select Board Meeting at 7:00 p.m.**
* Timber Tax Granite Forest Trust Map 23-611-532 $142.18
* Board signatures on The Mitchell Group letter from the last meeting were absent. Signed by Board this evening.
* Ploznik and Sanderson – Letter of Engagement to authorize them to do the 2018 audit. Mishcon signed for the Board
* NHEC Notice – As of January 1, 2019 they will no longer pay for traffic control when working on the street lights in town

ROAD AGENT REPORT by John Thompson

* Highway Department continues to battle weather conditions
* Last Street Bridge – the work on this project is inching forward as the supplies arrive. Thompson is still waiting for the bearing blocks. They are an odd size lumber.
* Poplar Street – Thompson met with Sean James with Hoyle Tanner and Associates. The engineer firm does work on these kinds of issues. There is an engineer who works on these types of issues; James will contact the engineer.
* Lawrence Street Bridge – Steve Hodgdonhas the latest copies of the bridge project including the executive summary. The State is having funding issues so the project might be delayed a year or so.
* Plow driver wages - Thompson disagreed with the Board on the decreased amount his plow drivers were paid last week and that he was not notified about the significant change. There was a misunderstanding and interpretation of how the wages were calculated between the Board and Thompson. After a discussion, the Board and Thompson all agreed to have a work session prior to Town Meeting to resolve these issues with and have a clear policy to follow. The meeting will take place on **Tuesday, January 15th, 2019 at 5:00 p.m.**
* Equipment – Thompson presented the Board with information from Chappell Tractor Sales on a Kubota industrial utility tractor. This piece of equipment is a universal piece that would be more useful and more cost effective than purchasing a mower and other individual items by itself. This piece of equipment will include other features such as a back hoe, forks, a bucket loader, and a road-side mower. The Board will review the information Thompson provided.

Mishcon excused Moyer from the Non-Public Session at 8:00 p.m.

NON-PUBLIC SESSION

The Board entered into Non-Public Session at 8:05 p.m. by Roll Call Vote:

Mishcon Yes Blinn Yes Keyser Yes

ADJOURNMENT

The Board adjourned the meeting at 8:37 p.m. per Roy.

Minutes prepared by Patricia Moyer, Select Board Secretary