

## Selectmen Meeting Minutes – June 13th, 2018

### PRESENT:

**Selectmen Chair: Errol S. Peters**

**Selectmen: Jennifer Locke**

**In Attendance: Jason Cartwright, Amy Tenney, Pat Webb, Richard Sagar, Heidi Sagar, Mike Ball, Reggie Lavoie, Claudia Lavoie**

### OPEN SESSION:

The selectmen began their normally scheduled meeting at 7:00 pm.

Signed intent to cut for Steve Santy brought in by Amy Tenney

**Jason Cartwright-** Update on fire department, 2 calls yesterday back to back, one was a fire spotted in the woods caused by logging equipment sparking off a rock. The fire was extinguished before arrival by burying in dirt, respondents to the scene confirmed it was out. The second was to a potential grass fire up in Lyman on Hunt mountain road, they covered Lisbon station while Lisbon responded to the fire. They repaired a gasket problem on one of the intake closures on the engine. The fire house was painted by a work crew from the prison additional detail from Pat Webb below. Mike Ball is starting fire level 1 and 2 through a 10 week course down in Concord. Jason raised concerns about the paperwork hurdles they encountered trying to get finger printed at the police station. Jason and Don Beaudin were able to get fingerprinted on a form to try the process and see how it works. The department has requested additional policy wording detailing the confidentiality around any background check results and exactly what the process will be for addressing any concerns about the results. Jason provided examples of information on potential policy wording. Errol and Jenn agreed to work on this.

Equipment is running well, they will be purchasing a few new air tanks, the ones they have can be used until they run empty but are too old for recharging. They will be starting a rolling upgrade program only buying a few at a time.

**Pat Webb-** Prepared a letter to thank the prison for painting the fire house the whole cost was under \$400. The owner of the Paint Gallery is a Landaff resident and gave a discount to the town and allowed the return of items that weren't used. Looks great. The select board signed the letter.

**Mike Ball-** Received his letter requiring the timber tax reporting. The requirements on reporting were reviewed and the board agreed that he is showing effort and will grant him a few weeks to complete it. Errol updated Mike on the illegal burning on South Main St., that Errol had addressed it. Errol sent the homeowner the state law sheet on it. Mike also signed the sworn in statement for forest fire warden

**Gayle Clement-** Currently covering some of Karen's position. Gayle called Reggie to let him know about the needed transfer of funds for the grader in accordance with the approved town warrant article. She called the Caledonian to verify the job ad. The actual purchase of the grader had to be placed on hold due to the DRA calling to say they had a paperwork snafu and needed all of the town meeting paperwork resubmitted for approval again. Gayle faxed everything to Concord, they didn't register as receiving the fax so Gayle came back over and hard copied it and mailed it down to them and they did get that. Caterpillar where the grader is to be purchased from is willing to wait for now. The Select board reviewed the incoming mail and signed off on bills to be paid. Heidi Sagar has offered to fill in on doing payables for now. The Select Board thanked Gayle and Heidi for being willing to help

out during this time. Lisbon PD provided a monthly listing of activity over the last month, and the board has received one application for the job opening.

**Jennifer Locke:** Jenn contacted the NHMA to review legal issues involved with covering Karen's position. The recommendation was to contact Municipal Resources Inc. (MRI) and discuss what services they offer. MRI offers temporary and regular coverage of financial and in some towns all administrative tasks for select boards as well as a wide range of other town needs. It was decided at this time that coverage would continue as is with Gayle filling in some with office time, mail collection and phone message review, Heidi Sagar for payroll and payables, and direct contact with the selectmen if no one's in the office. Jenn also attended the ACT meeting at the CJCF (Cooley-Jericho Community Forest), they have done a lot of work over there developing a trail map and making walking trails.

The board reviewed the town treasurer report for the month.

**Minutes** were approved for the 5/16 and 5/30 meetings, and the minutes from the 6/6 meeting were taken home for review.

**Health concern update on South Main-** All set and taken care of, letter from DES thanking Errol for prompt attention.

**Errol on Ron Howard-** Ron will take care of the lights for the flag pole and will need to put some lights in the ramp way as there are no windows in it. He is making progress and hopes to be done soon.

2 Doorage letters still outstanding to hear from them, they have a week from this past Monday

Motion to adjourn 8:38PM

**With no further business to discuss, the Board of Selectmen's meeting was adjourned at 8:38 pm. The foregoing minutes were approved on June 27, 2018 by the following members of the Board:**

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**Errol S. Peters**

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**Michael S. Ransmeier**

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**Jennifer L. Locke**