

Select Board Meeting Minutes-June 16, 2021

Present:

Selectwoman: Jennifer L. Locke

Selectman: Harry McGovern

Selectwoman: Denise Cartwright (Absent)

Administrative Assistant: Open position

Beth Carignan- Tax Collector

Gayle Clement-Town Clerk

Andy Brackett- Road Agent

Meeting began at 6:04PM

Beth Carignan was finishing up her conversation with the Select Board, she has received 2 tax payments from one of the people who received a deed notice, and will be moving forward with deeding next week, she has an abatement question for the board to discuss later in the meeting and provided paperwork to the board, and someone called about their name being spelled incorrectly on their taxes and she said those need to be entered correctly upstairs and then she can do her part downstairs.

Jennifer Locke verified with Beth that she has all the parts of the tax warrant needed for uploading to the DRA portal.

Andy Brackett- Andy has been out sick and Tom is taking care of things. Paving will get started the first week of August. The driveway paving permit from the State has come in for where Rabbit Path meets Mill Brook Rd. Culvert projects coming up, planning to mow along Rabbit Path before paving project. Had a JLMC meeting the last week of May, Harry has the minutes from it for filing.

Gayle Clement mentioned that the ad in the Caledonian Record for the Administrative Assistant is a little small and we might want to make it larger.

The board received a request for a birth certificate which Gayle Clement will take care of. Gayle has offered to take over collecting the mail each day and distributing it to the various boards, the Select Board accepted her offer and thanked her in advance for her efforts.

The board reviewed thank you notes received from CASA, Center for New Beginnings, and Grafton County Senior Citizens Council for their donations.

Harry McGovern received a timber tax form request which he will send off and continue communication follow up on.

Harry McGovern will follow up on a request to rent or borrow chairs and tables from the town hall for a wedding.

Harry and Jenn reviewed and signed an acknowledgement form for the final reconciliation MS61 from Cayla Tetrault as of 2/3/21 from the auditors.

Harry and Jenn reviewed and signed summary documents from the annual audit, the board will ask the outside accountant about making the general journal entry corrections requested by the auditors.

The board signed the Treasurer's report for April and May.

The board signed pistol permits for Robert and Catherine Albright and Debra Menard.

Jenn will email Tracey Upton to let know the error on printing the WA checks they got printed in a single check and need to be printed on separate checks and will be printed correctly next week.

911 address came in the mail needs more research there are several papers related to this in different spots in the office unsure which one this mailer goes with.

The school requested a health officer attend a meeting Harry will attend.

HomeCare.org sent a request to have a link put on the website and Jenn will forward to Mary.

Gayle received a complaint to pass to the Select Board about a property out on Jim Noyes Rd where a shed was erected without a building permit and where people were shooting guns, and parking many campers, running generators, and making a lot of noise which impacted their neighbors and made them feel unsafe. The Board will investigate.

Solar Company contacted looking for setback information Harry will respond to them.

Jenn provided an update on the right to know request Errol Peters filed with the board. The board had copies of all minutes prepared and a letter letting Errol know the minutes were ready and letting him know that the rest of his request would be processed by 6/23, ready by Tuesday evening of 6/15 Jenn called and left a message on Errol's phone offering to drop off what was ready, but when she received no return call she dropped off the copy of the letter in his mailbox and left the copy of the minutes out at the town hall where they could be picked up during the next days Select Board hours as stated in the letter.

There was a tax bill which returned undeliverable the new address will need to be researched this will go to the assessor's pile.

The abatement quantities need to be researched with the registry of deeds as discussed with Beth, Jenn will do this.

Two of the property owners who received deed notices have not responded or sent in any payments. It was decided that the tax collector can proceed with deeding those two properties.

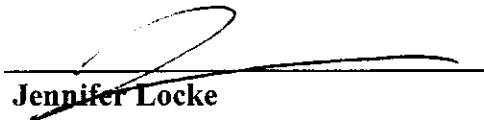
Jenn made a motion to adjourn at 10:14 PM, and Harry seconded it.



Harry McGovern

absent

Denise Cartwright



Jennifer Locke