

Selectmen's Meeting Minutes
Monday, March 25, 2019

A motion was made by Peter Corey to enter into non-public session pursuant to NH RSA 91-A:3, II(l) consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present. The motion was seconded by Stanley Holz. Roll call to enter non-public session: Corey-Yes; Tholl-Yes; Holz-Yes. All in favor, 3-0. Motion passed. The Board entered non-public session at 6:00 p.m.

The Board adjourned from non-public session at 6:25 p.m.

The meeting was called to order at 6:30 p.m. by Chairperson John Tholl. The Board decided to leave the committee assignments as they are currently: John Tholl—Airport, Stanley Holz—EDC; Peter Corey—Planning Board.

Steve Lafrance of Horizons Engineering came in to give the Board an update on the Trust Fund Water Project. Steve submitted an 80% design complete project to NH DOT District 1, Bureau of Rails & Transit, the Wetlands Bureau, and one other permit we are going to need to submit is the Shoreland Protection permit for all work within 250 feet of the John's River. We anticipate that permit application will be submitted next week. Steve said comments have been received from permitting agencies and we are in the process of review and response.

Project Schedule:

Final plans/permits finished by May 31, 2019

Bidding/Contract Award by June 30, 2019

Begin Construction by July 31, 2019

Complete Construction by November, 2020

The agreement is all work has to be completed and all applications for reimbursement must be submitted by September 21, 2021. One of the issues with the Bureau of Rail & Transit is that we will replace pipe that has been there for years and years. They want temporary use agreements and final access agreements for any of the crossings. Steve has three letters he prepared for the Board to sign and mail out, i.e. Temporary Use Agreement, permission for construction, crossing agreement for permanent use, and a third letter for NHDOT District #1 to request to leave the pipes in the ground that we are abandoning.

Steve said he took it upon himself to give Fred the heavier walled pipe that he wanted. Fred feels a thicker pipe is better. In the interest of keeping the operators happy, he went with the thicker-walled pipe. Any concerns with that, let him know. As of now, he went with the thicker wall pipe.

The permission letters have been sent out. They are starting to dribble in, and Steve has fielded calls with questions.

Steve and the Board reviewed the letter from NH DOT, District 1 Office, requesting additional information or clarification before they can issue the excavation permit. There was a concern with the pre and post construction videos of all the drainage pipes that are going to be crossed. Steve is thinking if we have to do it, we will mark it part of the contractor's responsibility.

Melissa Farrow & Patty Mann met with the Board to discuss the Senior Recreation Program. Melissa said she had a meeting a few weeks ago with Patty to talk about the senior program. They have had some income from various fundraisers. Patty said their yard sales have been very successful, which started last September and of right now, they have taken in \$4,369.29. They have spent \$1952.48, which leaves the Town with 2,416.81. John said he read the opinions of our attorney and the Town can take it as a gift, but he doesn't know how it would be where some of that money was spent. Peter said that it is nice you have brought in the revenue. The Town has legal requirements we have to adhere to. When you take in money, it has to be accounted for and it has to come in through the proper means. It comes in through the town funds. It doesn't mean you don't get to utilize it. This is called non-appropriated funds that are just floating out there. Peter said he feels it would be easier to increase the recreation budget by what you think you are going to raise in fundraising for the year. This will not be able to be done until next year.

For this year, the NHMA said we can accept as a trust for the recreation department and before the money is spent the Board needs to approve it. Tom Ladd said he shopped at the yard sale and did not realize that it benefited the Town's adult recreation program. Patty said in the past it has been thought to be a McIntyre program, and she is trying her hardest to get over that and let people know it is a Whitefield Adult Recreation Program. Patty said they have been putting out the newsletter and talk to people who come in. Next month she will be here for a year and it is just starting to sink in to people that it is the Whitefield Adult Recreation Program

Peter Corey made a motion that we accept the \$2,416.81 as a gift to the Town of Whitefield to hold in trust pursuant to NH RSA 31:19. These funds will be used to fund the Whitefield Adult Recreation Program. The motion was seconded by Stanley Holz. Roll call vote: Corey—Yes; Holz—Yes, Tholl—Yes. All in favor, 3-0. Motion passed.

We will check with NHMA and our auditor to see if these funds need to go through the Trustee of Trust Funds.

Patty asked about the stipend she is paid and how to increase it. The Board explained that is done during the budget process which starts in the fall.

Department Head Meeting

Melissa Farrow, Recreation Department:

--Fundraising for the Recreation Department: Would come under the rules for RSA 31:19.

--Staffing for After School Program: We are having a hard time recruiting and retaining help. Melissa said she is ok until June, but is worried about when the program starts up again in September. It was suggested that we could check with some of the adults who participate in Patty's program to see if anyone would be interested. We can't have the program if we can't staff it.

John Ross, Jr., Fire-Rescue:

--John had some ambulance billing write-offs for the Board to approve, as requested by the auditors.

--We should have our new truck in a couple of months.

A motion was made by Peter Corey to approve the ambulance billing write-offs as follows:

2014: \$6,411.13; 2015: \$21,285.77; 2016: \$25,996.62; 2017: \$35,194.18 for a total of \$88,887.70.

The motion was seconded by Stanley Holz. Roll Call vote: Corey—Yes; Tholl—Yes; Holz—Yes. All in favor, 3-0. Motion passed.

--John said the State Forest & Lands have a brush truck they would like to give us through federal excess property. They remain the owner and we would house it and maintain it for our forestry equipment. We can give it back at any time. Once the new truck comes, we will have room for it as well.

A motion was made by Stanley Holz that we accept the forest vehicle from Forest & Lands for the Fire Department. The motion was seconded by Peter Corey. Roll call vote: Corey—Yes; Tholl—Yes; Holz—Yes. All in favor, 3-0. Motion passed.

--John got a second price for the exhaust system, which was approved at town meeting. It is almost double the other quote John had gotten. The Board is o.k. with John ordering the exhaust removal system.

--John discussed the lock box for the library. The trustees are not sure they want the lock box. Sandy Holz offered to discuss the advantages and need for the lock box for the library with the trustees.

Rob Larson – Public Works Director

--Who owns the White Mountains Regional sewer pump station? Josh said when they started he was told that the school owns it. They came to Rob with a sewer pump failure last week and wanted us to replace the pump. Mr. Larson was wondering if there is anything in writing, and the Board suggested that he check with Joyce to see if there is any documentation.

--The old town clock that is sitting up at the landfill. The Board suggested to take good photos and to dispose of it.

--Rob would like to replace the old trailers at the landfill, four box trailers that floor boards are rotted through, it is a safety hazard, and they should be condemned. He is requesting four containers to replace the trailers and he will price those. They have to store some of the recyclables before they get turned into the vendors. They do need four and they may need a fifth one. The floors cannot be repaired. It is \$3,000 to buy a new unit with a metal floor. If he can get permission to replace them, he thinks he can find a way to pay for it. Peter said we hire department managers to manage the departments. You have a budget and you need to remain in you budget.

--Landfill Monitoring Wells – This would be the Public Works Department responsibility.

--Species of tree on the common: The common committee would like input on that. Does the Board have input on it – what species of trees do you want? The Board referred Mr. Larson to some documentation we had received from Coos County Cooperative Extension, Brendan Prusik Natural Resources Field Specialist.

--Discussed a water meter issue

--RFP for 86 Union Street has gone out and the RFP for the solar is ready to go, just waiting for comments from the Board.

--Verifying that we are responsible for the lagoon dam at the treatment plant.

--Ordered a new engine for the old police cruiser, which will go to the Fire Chief. Rob will have the Fire Chief's current vehicle, and the current public works vehicle will be retained for the highway department use.

Fred Ingerson, Water Department:

--frozen water lines

--Meter reading

--Kingsbury started back up

--Power outages and issues with generators kicking on

--Fred is attending the CUPPS training, may be a good idea for Rob to attend as well.

A motion was made by Peter Corey to approve the Selectmen's Meeting Minutes of March 11, 2019. The motion was seconded by Stanley Holz. All in favor, 3-0. Motion passed.

Peter said since we are looking at a solar RFP, there was a group who came to the planning board and they are proposing a 23 acre, 2-3 megawatt off of Hazen Road, all on private property, and they had come to the planning board to ask questions, understand the new solar ordinance, show conceptually what they are thinking, before they make an official application. The adoption of the solar ordinance was timely. The landowner is going to lease the property to the solar company and the town will get some tax revenue out of it if it goes through.

Tom Ladd asked about the Board chairmanship, and we decided last year to rotate the position rather than elect it.

The meeting adjourned at 8:30 p.m.