

**Board of Selectmen  
August 12, 2015**

**Present:** Richard C. Edwards, Chairperson; Connie Twombly; and Toni Bodah, Secretary.

Mr. Edwards called the posted meeting to order at 7:05 p.m. and led all present in the Pledge of Allegiance. Those present at this time included: Tom Beeler, *The Granite State News*; Donna Martin (videographer); Ed Comeau (videographer); and Ruben Knisley.

**1. Appointments**

**a) Andrew Keller and Michaela Cote, Nh Solar Garden** – This appointment has been rescheduled until September 9.

**2. Unscheduled Matters/Public Comment #1**

--Mr. Comeau referred to the Carroll County Sherriff's Office request for a letter of support from the Board of Selectmen for their Homeland Security grant application to update their consoles and radio system. Although the Board received the request to provide a letter of support, it did not receive the actual grant application. Mr. Comeau stated that 2 years ago he established a grant review committee at the County level in order to review grant conditions in an effort to better understand the actual grant agreement with its obligations. He is concerned that we do not effectively review grants prior to their being accepted. According to Mr. Comeau the referenced grant must be submitted by September 1. He further noted that his grant review committee did not receive the grant application until earlier today. Mr. Comeau suggests that the Board delay its decision to provide a letter of support until it is able to review the actual grant (a copy of which he provided to the Board, along with the conditions from the 2014 grant application). He would further recommend that a volunteer board be established to review all grants, following which a report would be made to the Board of Selectmen. It is anticipated that over \$3 million will be made available via this particular grant.

Mr. Comeau referred to the 8 pages of conditions included in the 2014 grant application, for which the Sherriff's application was unsuccessful. Although the 2015 grant application refers to a list of conditions, those conditions were not included when the grant application was provided to Mr. Comeau. Mr. Comeau reiterated the need to review Federal grants prior to accepting same. He stressed that such grants should not be submitted for approval at the last minute, but rather should come to the Board 6 months in advance in order to allow for adequate review. Further, a representative of the requesting body should come to the Selectmen to educate both the Board and the public regarding the grant, including the conditions of same. According to Mr. Comeau, the County Delegation's review/approval of this grant application should include a public hearing.

**3. Unfinished Business**

**a) Sewer Connection 57 Cedar Street** – No new information has been received from the property owner. However, an abutting neighbor has advised that the property owner plans to pursue replacement of the existing private septic system, rather than connecting to the Town's system. This matter will be removed from the agenda until such time as we hear from the property owner.

**4. New Business**

**a) Bids for Opera House Floor Project** – The Board opened the 2 bids received as follows:

Gregoire & Sons (Lebanon ME) - \$4725.00  
Higgins Wood Floors (Rochester NH) - \$5309.55

Both Board members found the bid from Higgins to be much more professional. Additionally, Higgins has done work previously for the Town, with which the Town has been quite satisfied. Higgins also offers a 5% discount if the full cost is paid when scheduling. **Mr. Edwards moved to accept the bid of Higgins Wood Floor in the amount of \$5309.50. Ms. Twombly seconded the motion, which passed 2-0.**

**b) Cost of Winter Sand to Contractors** – The Town is currently paying \$6.83 per yard on site. In 2014 the Town added \$1.50 per yard to its cost (to cover a portion of the hauling cost) for sand provided to contractors. Mr. Edwards suggested adding \$1 per yard for 2015/2016, rounded up to \$8 per yard. **Ms. Twombly moved to charge contractors \$8 per yard for winter sand for the 2015/2016 season. Mr. Edwards seconded the motion, which passed 2-0.**

**c) Revised Safety Policy** – The Joint Loss Management Committee has suggested 3 amendments to the Safety Policy. The first change would have incidents reported to the Supervisor (rather than Town Administrator). The Supervisor would determine the appropriate time to involve the Town Administrator. The second change updates the current membership of the Board of Selectmen. The last change adds a section to make note of a related section in the Town Personnel Policy. **Ms. Twombly moved to adopt the revised Safety Policy as presented. Mr. Edwards seconded the motion, which passed 2-0.**

#### **5. Proposed CRF Expenditures**

**a) Highway Construction CRF \$458** – This represents the cost of manhole risers for Summer and Church Streets. **Mr. Edwards moved to approve this expenditure as presented. Ms. Twombly seconded the motion, which passed 2-0.**

**b) Technology CRF \$2590** – This represents the cost of computers and software for the Tax office and the Highway office. **Ms. Twombly moved to approve this expenditure as presented. Mr. Edwards seconded the motion, which passed 2-0.**

**c) Landfill CRF \$535.50** – This represents the cost of mandatory groundwater testing. **Mr. Edwards moved to approve this expenditures as presented. Ms. Twombly seconded the motion, which passed 2-0.**

#### **6. Correspondence**

**a) NH Retirement System** – NHRS recently conducted an audit of the Town's retirement records. Their report was shared with the Board.

**b) NH Farm Museum** – The Museum expressed its gratitude to the Board for waiving the fee for the electronic list of property owners.

**c) Lovell Lake Assoc** – The LLA expressed its gratitude for the Town’s donation to its Lake Host program.

**d) Carroll County Sherriff’s Request for Letter of Support** – Based upon the discussion held earlier in the meeting, the Board took no action on this request and, instead, opted to await further information.

**e) Request to Waive Ambulance Bill** – Ms. Twombly moved to waive the referenced bill for ambulance service in the amount of \$129.61, as requested. Mr. Edwards seconded the motion, which passed 2-0.

**f) AWWA** – The Board is invited to AWWA’s Youth Conservation Corp tour of 2015 projects to begin at the Pub at 10 a.m. on Thursday, August 20.

#### **7. Unscheduled Matters/Public Comment #2**

--Mr. Comeau invited one and all to Brookfield’s Old Home Day, scheduled for August 15 at 5 p.m. at the Brookfield Town House. This will be a Memphis BBQ. Cost is \$12 for adults; \$5 for children.

#### **8. Administrative Matters**

**a) 2015-1 Sewer Warrant** – Mr. Edwards moved to approve the 2015-1 Sewer Warrant in the amount of \$19,410.84. Ms. Twombly seconded the motion, which passed 2-0.

**b) Petition and Pole License** – Mr. Edwards moved to approve the Petition and Pole License for Governor’s Road, as presented. Ms. Twombly seconded the motion, which passed 2-0.

**c) Building Permit Releases** – Mr. Edwards moved to approve the building permit release for Freeman on Swamp Road, as presented. Ms. Twombly seconded the motion, which passed 2-0.

**d) Agricultural Commission Membership** – Mr. Edwards moved to reappoint Robert Bevard as a member of the Agricultural Commission for a term through March 2018. Ms. Twombly seconded the motion, which passed 2-0.

**e) Payment Manifests** – Ms. Twombly moved to approve AP #24 in the amount of \$760,171.11. Mr. Edwards seconded the motion, which passed 2-0.

**f) Minutes** – Mr. Edwards moved to approve the minutes of July 22, 2015, as presented. Ms. Twombly seconded the motion, which passed 2-0.

There being no further business, the meeting adjourned at 8 p.m.

**Board of Selectmen**  
**August 12, 2015**  
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Respectfully submitted,  
Toni Bodah, Secretary

Approval of Minutes:

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Richard C. Edwards, Chairperson

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Kenneth S. Paul

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Connie Twombly