

Minutes of the Selectmen's Meeting August 3, 2021

Members present: Scott Young, Chairman, Brian Monahan, Lynn Sweet
In attendance: Liz Evans

The Selectmen's Meeting was called to order at 5:30. An Intent to Cut Timber was signed.

Liz Evans was in attendance to discuss the transition occurring in the Planning & Zoning Office. Natalie Moles from Strafford Regional Planning Commission has assumed some of Liz's former responsibilities, and will likely, in the future assume more. Liz reported that she and Natalie are communicating well about what needs to be done and are working together on some tasks. Some tasks are more efficient and cost effective if they are done in house rather than outsourcing them to SRPC. The process of receiving Planning Board and Zoning Board applications was reviewed. Hard copies, mailing labels, and payments are delivered to the Town Office, as usual, so that they are available for abutters and board members to review. Digital copies are emailed to Natalie for review; Natalie communicates directly with the applicants concerning the application. Liz stated that she believes the transition is going well; both boards have been quite active, with some complicated applications. Natalie has relieved Liz of many responsibilities, but she still has numerous "behind the scenes" responsibilities at the Town Office. Among them are, updating tax maps, ratio studies with the assessor, recycling center reporting, deed changes in assessing and tax software, mortgage research, and the ongoing database.

The Selectmen would like to schedule monthly meetings with Liz to monitor progress with the transition, especially going into "budgeting season" and as the Selectmen make plans concerning the Planning and Zoning budgets.

A general discussion followed about the responsibilities of several Town Office personnel and the necessity of a full time position in the 2022 budget.

Bob Fletcher will be taking/transcribing minutes for the Planning and Zoning Boards.

There being no further business to address, a motion was made and seconded to adjourn. The meeting was adjourned at 6:33PM.