

Minutes of the Selectmen's Meeting July 23, 2024

Members Present: Lynn Sweet, Chair; Chris Garcia, Brian Monahan

In Attendance: Dan Howard and Joe White, Building Inspectors; Randy Young, Police Chief; Steve Johnson, Deputy Fire Chief; Sue Higgins; Meg Herndon

The Selectmen's meeting was called to order at 5:30PM. The Selectmen approved payroll and the payment of bills. The minutes of the July 9, 2024 were reviewed and approved. Notices of pay rate were approved. The Board also reviewed and approved the appointment slips for the newly appointed Town Clerk/Tax Collector, who will start July 29th. A timber tax warrant was approved and signed as well as an intent to cut. The Selectmen discussed clarifications for the Recycling Center. Miscellaneous correspondence was reviewed.

Dan Howard and Joe White updated the Selectmen on the new permitting software for the Building Department. The software is up and running on the website. Of the permits issued for the past 2 weeks, roughly 20% of the permits were completed online. The details for online payments are still being worked out. The Board reiterated that all the details must be worked out prior to accepting payments; it's imperative that the Building Department reconcile their own transactions.

A new fee schedule was submitted to the Selectmen for consideration. The Board will review at a future meeting. The Board asked that the Building Inspectors review ongoing matters of existing projects.

At this time a motion was made by Lynn Sweet and seconded by Brian Monahan to enter into a non-public session pursuant to RSA 91-A:3 II (a). Roll call was taken as follows:

Lynn Sweet - Aye, Brian Monahan – Aye, Chris Garcia - Aye

The Board entered non-public session at 5:51PM.

A motion was made by Lynn Sweet to leave non-public session and seconded by Brian Monahan to return to public session. Roll call was taken as follows:

Lynn Sweet - Aye, Brian Monahan – Aye, Chris Garcia - Aye

Public session reconvened at 6:10PM.

No votes were taken or decisions were made during the non-public session.

A motion was made by Brian Monahan and seconded by Lynn Sweet to seal the minutes of the non-public session. Roll call was taken as follows:

Lynn Sweet - Aye, Brian Monahan – Aye, Chris Garcia – Aye

Deputy Chief Johnson submitted the Invitation to Bid sheet for Fire Engine #2. The Board reviewed and approved the submission. This will be posted on the website, Facebook, and the Town Hall foyer among other places. Bids will be accepted until August 20th at 6PM. Bids will be opened and reviewed that evening at the scheduled Selectmen's meeting.

Sue Higgins of the Bow Lake Community Club requested an appointment with the Selectmen in order to discuss the July 3rd fireworks and also to submit the associated receipts. The Selectmen would like to see more of an effort for collecting donations. Ms. Higgins agreed and had started the thought process on how this could be accomplished. The Board also suggested that she consider having the fireworks connected to the Bow Lake Master Plan Committee as she is currently a part of that. The Board thanked Ms. Higgins and the volunteers for their efforts and overall success of putting the July 3rd events together.

Meg Herndon, a member of the Library Building Committee, was in attendance to ask for the Board's support in the Committee's charrette which will be used to generate ideas and excitement in the initial planning. The charrette will take place on October 19th at the Strafford School. She asked that the Selectmen be in attendance. The Board suggested the Library Committee reach out to Strafford Regional Planning Commission and to research grants available.

The Board reviewed documents for a new road off of Hillside Drive being named Crestview Drive. A motion was made by Lynn Sweet to accept the name as "Crestview Drive"; this was seconded by Brian Monahan. A vote was taken:

Lynn Sweet - Aye, Brian Monahan – Aye, Chris Garcia - Aye

The name of "Crestview Drive" was approved.

A request from a resident concerning family property was read. Ms. Sweet recused herself from the discussion. After review, the request will be forwarded to the Town's attorney for advisement.

A letter from Community Action Program requesting additional funds for the newly acquired "Home for Now" shelter was read. Because the Town did not budget additional funds and does not have additional funds to donate, the request was denied.

The Selectmen voted that the Town Hall will be closed on December 24 and December 31 in addition to the holidays of December 25 and January 1.

Upcoming appointments were reviewed.

With no further business to discuss, a motion was made, seconded, and voted on to adjourn. The meeting adjourned at 7:21PM.