Approve by
Board of Selectmen

Town of Middleton
Board of Selectmen Meeting
May 13, 2019

Called to order at 6:00 P.M
Roll Call, BOS Members Present: J. Hotchkiss, J. Bailey, J. Knapp

Non-public per RSA 91-A:3 II c. J. Hotchkiss calls the meeting to order at 6:00 PM. J. Knapp seconds, all in favor. J. Hotchkiss motions to enter into non-pubic per RSA 91-A:3 II C. J. Knapp seconds, all in favor. J. Hotchkiss motions to enter back into public session at 6:28 PM. J. Bailey seconds, all in favor. J. Bailey motions to seal the minutes from the non-public for 5 years. J. Knapp seconds, all in favor.

Pledge Recited

Signature Action:

- *J. Knapp motions to accept the minutes from 05/06/2019 as written. J. Bailey seconds, all in favor.*
- *Tax committal forms from the audit for Board signatures for the tax liens and tax warrant to be swapped over from Kathleen Blaney to Janelle Guarino.*

Old Business

- *Department Heads:*
  - ***Highway****- Rick Washburn speaks about the Northeast Tire contract. This contract is so the town is tax exempt on tires. Rented a loader for the pit for the sand, Rick Washburn received three different prices and Milton Cat was the cheapest. R. Washburn asked the board if he wanted him to put the road work out to bid this year or is the BOS comfortable with him choosing a company. Projects do not have to go out to bid unless there is a conflict of who is bidding such as a Selectman. Board feels confident with R. Washburn making that decision. Crashed gravel will be worked on soon. Prices are the same as last year. Town has enough sand for this year. Signs for the fuel station have been made and will be installed soon. These were recommended by Gaftek. Jacobs Electric is working on an estimate on the shut off away from the fuel station as a kill switch for the fuel station. This switch will be on the outside of the garage. All highway trucks have kill switches installed to prevent fires. Fuel station fobs are being switched to individual fobs instead of vehicle fobs. This change will take effect on June 1. Individuals without training will not be assigned a fob. Hard Road to Travel class at the end of the month was full and is now rescheduled for October. Cell Tower Company is coming in to speak about getting the power ready for the tower. Part of this agreement was the new highway facility was supposed to also be installed underground so it would be ready if needed for the facility. This will still be completed as part of the agreement. Sweeper company is behind because of the weather but is trying to get completed by Memorial Day. J. Hotchkiss asked if Ridge Road will be ground down this summer. Ridge Road will be done but not sure how much of it will be completed due to funds. The OTH parking lot should be completed and parts of New Portsmouth hill.*
  - ***Treasury****- no report from treasurer. L. Parker provided her report.*

- ***Code Enforcement***-*Registered letters were sent out about individuals living in campers. Barron Brothers have posted that they will take leaves at their location.*
- ***Fire/ EMS***-.*no report*
- ***Cemetery***- *no report. Two new members were selected*
- ***Cell Tower***- *report.*
- ***Planning Board***- *no report*
- ***Welfare***- *been slow only one electric issue to deal with.*
- ***School***- *no report*
- ***Police / ACO***- *report provided to the board. 178 call for service year to date. 8 Arrests. 202 MV stops. 4 MVA's.*
- ***Zoning***- *Meeting for variance on a home on Nicola was held last week for a setback.*
- ***Assessing***- *No Report*
- ***Town Clerk/Tax Collector***- *J. Guarino provided monthly reports and the deed list. J. Guarino mentions there are still a list of dogs that have not been registered.*
- ***Conservation***- *no report*
- ***Health Officer***- *J. Mammone mentions how tick season should be bad this year. Letter sent regarding a lot of trash in one yard. Drive around town to see how much bulk was left behind. J. Mammone did not see a lot of leftover items only about 6 locations on one side of town. No issues with the private roads. Trash piles were a lot smaller than past years.*
- ***Emergency Management***- *no report.*

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New Business

- J. Hotchkiss asked Heather Ducharme if she would like to wait to discuss her issue until talking to legal or she can proceed in public. She chooses to proceed in public. Heather Ducharme comes before the board regarding her property being deeded May 30th. H. Ducharme wants the board to provide an extension and not deed her property on the 30th. H Ducharme speaks about being a single mom and not being able to work due to her child. H. Ducharme spoke to legal aid and was advised that she should ask for an extension. J. Hotchkiss will contact her legal aid to discuss.
- New ambulance has been put in serviced. Question on whether to put out to bid or donate to another department that may need one. Will place out for bid.
- Specifications have been gathered to put the Old Town Hall painting out for bid.
- Fire Department addition specifications have been put out for bid. Bids will be opened June 3, 2019. If anyone knows anyone local that would like to put in a bid let them know. J. Knapp is meeting with Middleton Building to see what they can offer for supplies. Site work has been donated. Question if the donated work companies have insurance. They are all insured. Question if the general contractor is insured. Ken Anderson if the GC and does carry insurance. Cheryl Kimball contacted LCHIP and to assure that the Town can build the addition. LCHIP does not see a problem. The LCHIP grants mentions any changes to the property. The property in question houses the three buildings.
- J. Coskie speaks about how they cleaned the sides of New Portsmouth Road. J. Coskie would like permission to add the odd items collected into the town dumpster.
- Roxanne Keegan-Tufts mentions the weight limit road posting permit. Can Jim Keegan call to get the permit? R. Washburn mentions why we are charging J. Keegan if we are allowing 4 other trucks to go on the road and no one is doing anything. How can we justify charging the honest people. J. Keegan can call the police and let them know he spoke to the Highway Department and has permission to deliver on the road.

- R. Washburn speaks about the septic design on the Ridge Road property. To renew the design it's approximately $300 for a 4 year renewal. To re-do the design it could be as much as $1300. Board approves to renew the design for $300.
- Cell tower company should be starting to truck items in soon. Dates for the actual construction are not set in stone.
- Andrea Bowden questions the status of the employee raises. Employee reviews need to be completed before raises can be given.

Public Participation

J. Bailey motions to adjourn at 7:48 PM. J. Knapp seconds, all in favor.

Respectfully submitted by:

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Laura Parker, Administrative Assistant