

Town of Sullivan, NH
Approved Meeting Minutes May 22, 2023
Sullivan Town Hall

Board members present: Dave Jakway, Chair; Paul Bolduc, Virginia DeAngelis

Staff: Kathleen Rowe, Administrative Assistant

Department Heads: ; Todd Smith, Road Agent; Paulette Tuttle, Chair - Joint Loss Committee; Gaynelle Pratt, Welfare Officer

Public: James E. Manley

A. CALL TO ORDER: Dave called the meeting to order at 6:30 pm.

On a motion by Dave, seconded by Paul, the Board voted unanimously to accept and approve the minutes of the May 8, 2023 public meeting as written, all aye.

On a motion by Paul, seconded by Ginger, the Board voted unanimously to accept and approve the minutes of the May 8, 2023 non-public meeting for legal purposes (#1), as written, all aye.

On a motion by Paul, seconded by Ginger, the Board voted unanimously to accept and approve the minutes of the May 8, 2023 non-public meeting for legal purposes (#2), as written, all aye.

B. PUBLIC

1. James E. Manley, 67 Tyler Lane requested that the Selectmen consider discontinuing a portion of Tyler Lane from his property line on that road to his front dooryard. He has previously spoken with Todd concerning this as the turnaround for plow trucks will need to be relocated from his property to another location beyond his property line.

The Selectmen will review applicable RSA's concerning the process to be taken which will culminate in a vote at Town Meeting. This information will be provided to Mr. Manley when research is complete.

C. SELECTMEN'S BUSINESS

1. The Conservation Commission asks the Selectmen's approval of a plan to log dead and dangerous trees from the Jewett Park property; funding will be from the Public Investment Development Fund, fund managers for Conservation Commission land use. The Conservation Commission has been told that this is a proper use of these funds by the PIDF .

On a motion by Paul, seconded by Dave, the Selectmen unanimously approve the logging project at Jewett Park. Jim Casey will advise the Board as to the payment procedure.

2. Joint Loss Committee chairman, Paulette Tuttle approached the Selectmen concerning annual review and updates to the Health and Safety Manual as required by Primex, the Town's insurance provider. Paulette suggests that the Board review and select portions of the policy to be updated or otherwise amended annually. The Selectmen agree; AA will distribute copies of the policy to the Board.

Paulette also noted that the current Health and Safety policy requires that Town employees, officers, appointees and volunteers attend an annual presentation re: blood-borne pathogens. The Town's Primex representative, Derek Martell will be available to present on Wednesday, August 2, 2023 from 12-1:00PM at the Town Hall; Town personnel will be notified.

Additionally, Paulette noted that Primex requires the Town to have an IT Policy; the Board will research current Town regulations and further develop them as necessary.

AA will distribute copies of the Health and Safety to the Board.

On a motion by Dave, seconded by Paul, the Board voted unanimously to move into a non-public meeting for legal purposes at 7:07PM.

On a motion by Dave, seconded by Ginger, the Board voted unanimously to return to the public meeting at 7:19PM.

3. Signed: Yield Tax Warrant Richard Hotchkiss, 24 White Brook Drive

4. Signed: Appointment – Laurie Goldsmith, Conservation Committee, 1 year - expires 2024

5. Signed: Appointment – Wendy Byrn, Conservation Commission, 3 years – expire 2026

6. Signed: Appointment – Becky Cummings, Conservation Commission, 2 years – expire 2025

7. The Board reviewed financial reports available from MTS, the Town's new accounting program. Selectmen approved a report package that provides them with weekly, monthly and quarterly oversight of the Town's financial activity and status.

8. Signed: Manifest, payroll and purchase orders.

D. MISCELLANEOUS

- The Board of Selectmen recognizes Roger Sweet as "member emeritus" of the Sullivan Conservation Commission. The Town has benefited greatly from Roger's depth of knowledge and experience in identifying and protecting Sullivan's myriad natural resources; the Selectmen thank Roger for continuing to provide guidance to Sullivan's Conservation Commission in his new position.
- Dave and Paul will attend the meeting being held by the Town of Swanzey on 5/23/2023 regarding present and future ambulance services.

- Wendy Byrn will attend the Cheshire County Community Power meeting on 5/24/2023.
- Selectmen unanimously authorize Dave to purchase an additional device for the Town Hall telephone system to replace a non-functioning handset in the Chairman's office.

E. ADJOURNMENT

On a motion by Paul, seconded by Ginger and unanimously approved, the meeting was adjourned at 8:27 PM.

Respectfully submitted,



Kathleen N. Rowe,
Administrative Assistant

