

**Town of Sullivan, NH
Board of Selectmen
Meeting Minutes, August 12, 2019
Sullivan Town Hall**

Board members present: Laura Merrifield, Marsha Cook and Joe Lewandowski

Department Heads/Officers: Mary Hull, Town Clerk; Todd Smith – Road Agent

Staff: Barbara Clews, Office Assistant

Public: Kim Pregent

A. CALL TO ORDER: Laura Merrifield called the meeting to order at 6:30pm. Marsha Cook made a motion to approve the minutes of the July 29, 2019 meeting, seconded by Joe Lewandowski. The July 29th minutes were unanimously approved.

B. PUBLIC COMMENT: (None)

C. SELECTMEN'S BUSINESS:

1. Kim Pregent, 306 Valley Rd. RE Late Property Tax: The Board approved a payment plan prepared by the Tax Collector to fulfill the obligation of unpaid 2016 property taxes. The Board further approved a Deed Waiver for said property.
2. Todd Smith (Sullivan Highway) RE Brush Disposal: The Board discussed alternative locations for the Town's brush/stump dump which will be needed upon completion of the new sand shed on the Highway Dept. property. The Keene Landfill was suggested as a possibility, as was Winch Hill. Todd to follow up with both City of Keene and Sullivan Conservation Committee.
3. Todd Smith RE Sand & Salt Shed/Capital Reserve: Todd discussed with the Board additional funding for hiring a structural engineer to assess and develop detailed information necessary for the completion of the sand/salt shed. The original PO was in the amount of \$1,400; Todd explained that the amount may be higher, and that he may need to submit an additional PO. During discussions, it was noted that \$2,175 was miscoded to "Special Projects" instead of "Sand & Salt Shed." Laura will submit a Journal Entry to correct.

Todd also mentioned that he purchased 22 gallons of stain for \$1,143 to use painting the Highway garage buildings.
4. Building Permit, Thorndike, 23 Holt Rd., M-4/L-22, Solar Panels: The Board discussed a permit submitted by ReVision Energy to install 30 solar panels on the Thorndike property. The Board concluded that no building permit was needed, but there may be a land use change tax implication. Laura Merrifield will contact the owner.
5. Intent to Cut, Whitney, Price Rd., M0-3/L-47: (Property actually located on Centre St.) The Board approved the Intent to Cut, with the notation of notifying the Conversation Commission that part of the land crosses a brook.
6. Intent to Cut, Woodbury, Old Hubbard Rd., M-3/L-100: The Board approved the Intent to Cut to remove timber cut by another.
7. Signatures for Land Use Change Tax, Walters, 375 Rt. 9, M-6/L-11.1: (Property location corrected to Lot 11.4.) The Board approved the Warrant for Land Use Change Tax.
8. Signatures for Raffle Permit, Friends of the Sullivan Library: The Board approved the Raffle Permit.
9. Website Update: Marsha Cook updated the Board on changes made to the draft website, and other suggested additions and formatting were discussed. The Board agreed to hold a Working Session on

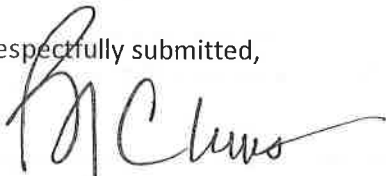
Monday, August 19th at 9:00am. Marsha to place a mention in the upcoming Town Newsletter about the temporary website.

- 10. Payroll, vendor payments, and purchase orders: The Manifest and Purchase Orders were reviewed and approved.
- 11. Acknowledgement of Financial Reports & Adjusting Journal Entries: Laura discussed and reviewed with the Board the July financials.
- 12. Miscellaneous/General Discussion:
 - The Board approved Laura Merrifield’s request to have Barb Clews work 2-4 hours a week outside of her normal working hours to assist Laura with facilitating the Current Land Use project.
 - NHMA 2019 Budget & Finance Workshop schedule was received..
 - Becky Cummings Fall newsletter deadline of August 20th was reported.
 - Notifications of Primex Premium Holiday distribution of \$469.40, and Workers’ Compensation Program distribution of \$378.27, both effective July 1st, were acknowledged. They will be credited towards the 2020 Budget.
 - NH DOT notification of Sullivan Highway Block Grant Aid in the amount of \$57,080.67 was acknowledged.
 - A call from Dennis O’Brien was reported to alert the Town that 325 acres of his property (off Rt. 9) is being auctioned by the bank and may be a bargain for a Sullivan resident, if interested.
 - Eversource will be performing transmission line work along South Rd. during August which is expected to last through the end of 2019. Chief Al Henry and Road Agent Todd Smith will be notified.
 - A Community Action Report dated July 23rd from NH DRA was acknowledged.
 - NH DES Approval for Operation of a replacement septic system for Gauoette property located at 21 Heights Lane was acknowledged. (Original Septic Application approved 9/15/15.)
 - Two Approval for Operation of septic systems were acknowledged. One for Brooks on 96 Hubbard Rd., and one for Rokes on 96 Ferry Brook Rd., both for failed systems.
 - SWRPC Commission Highlights for July were received.
 - Volinsky Executive Council Report for meeting in July were received.

D. Non-public - Legal: On a motion made by Laura Merrifield and seconded by Marsha Cook, the Board unanimously entered into a non-public session for legal purposes at 8:22pm. On a motion from Laura Merrifield and seconded by Marsha Cook, it was unanimously voted to adjourn the non-public meeting and seal the minutes at 8:35pm.

E. Adjournment:
MOTION: Marsha Cook moved to adjourn the meeting at 8:36pm
SECOND: Joe Lewandowski
Unanimously approved

Respectfully submitted,



Barbara Clews
Office Assistant