

Town of Sullivan, NH
Board of Selectmen
Meeting Minutes, September 16, 2019
Sullivan Town Hall

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

Department Heads/Officers: Leslie Casey, Planning Board Chair

Staff: Barbara Clews, Office Assistant

Public: Barbara Atwood, Keith & Peggy Martin

A. CALL TO ORDER: Laura Merrifield called the meeting to order at 6:30pm. Marsha Cook made a motion to approve the regular meeting minutes of September 9, 2019, seconded by Joe Lewandowski. The September 9th regular meeting minutes were unanimously approved.

B. PUBLIC COMMENT: (None)

C. SELECTMEN'S BUSINESS:

1. Barbara Atwood RE Restrictions on Price Road Property: Barbara Atwood, 17 Martin Court, explained that Martin Court was created about 15 years ago. At the time, land was given to the town in the event a road connecting Martin Court and Price Road was developed. One of the lots in the subdivision, owned jointly by Mrs. Atwood and Keith & Peg Martin, has no road frontage until the Town builds a road. They are inquiring when the Town would undertake this project.

Discussion ensued and it was decided that significant research would need to be undertaken in order to answer the question. A cost-benefit analysis may also be necessary since it appears the road may only benefit a few properties. It was explained that this may take some time in order to properly review the records, plans, etc.

2. Planning Board Chair, Leslie Casey RE Planning Board documents on the Town's Website: Leslie Casey expressed concern that documents published on the new website for the town had been changed, and that the changes had not been reviewed with the Planning Board. Marsha Cook reported that she corrected what she thought were minor "Scrivener" errors, and also reformatted certain documents for consistency. Leslie proposed pulling together all Planning Board Ordinances and related materials to be published in "as-is" form. Marsha and Leslie to coordinate documents for publishing, and it was agreed that any Planning Board documents will be approved by the Planning Board prior to publishing. Also mentioned was the "Voluntary Merger" form which should be added.
3. Signatures – Capital Reserve Fund: Marsha produced for signature, an Application for Payment from Capital Reserve Fund in the amount of \$1,393.40 from the Sand/Salt Shed Capital Reserve Fund. The funds are for payment to SCT Engineering for a retaining wall analysis.
4. Payroll, vendor payments, and purchase orders: The manifest and one Purchase Order were reviewed and unanimously approved.
5. Miscellaneous/General Discussion
 - RE Milton Trimitsis Driveway Permit – Laura reported the State had granted a driveway permit for temporary access (for logging purposes) at the Trimitsis property on 8/22/19. The Planning Board decided no local driveway permit or apron escrow was necessary due to the temporary nature of the

access. The permit is valid for one year. Joe Lewandowski added that Mr. Trimitsis thought originally that the Logger was responsible for obtaining permits for access to the property.

- The Board acknowledged the Financial Reports and Adjusting Journal Entries for August 2019.
- Laura presented 2019 MS-434, Revised Estimated Revenues. Laura explained and reviewed the various revenue sources. The document requires the signature of the preparer.
- Laura updated the Board about the Baird Driveway Permit. Leslie Casey, Chair, Planning Board, had a conversation with Frank Linnenbringer, NHDOT, who made an actual visit to the Baird property and determined that, in his view no Driveway Permit was necessary.
- Registration information to attend NHMA's 78th Annual Conference in November was acknowledged.
- The SWRPC Newsletter for August 2019 was acknowledged.
- A Special September 6th Edition of NHMA Legislative Bulletin was acknowledged.
- The Cheshire County Sheriff's report for August was acknowledged.
- A resident's email inquiry regarding Renewal Energy Tax Exemption for Sullivan was addressed.
- A letter from the Sullivan Planning Board to James Walters dated September 11th, gave conditional approval for a subdivision application pending the recording of the Deed with Cheshire County Registry of Deeds.
- Laura mentioned that Brenda Pabon (NHDAR) has moved her planned meeting in Sullivan to later in the Fall.

D. Non-public: (None)

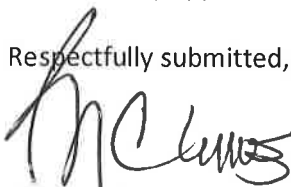
E. Adjournment:

MOTION: Laura Merrifield moved to adjourn the meeting at 8:24pm

SECOND: Marsha Cook

Unanimously approved

Respectfully submitted,



Barbara Clews
Office Assistant