

Town of Sullivan, NH
Board of Selectmen
Meeting Minutes, September 30, 2019
Sullivan Town Hall

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

Department Heads/Officers: (None)

Staff: Barbara Clews, Office Assistant

Public: (None)

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 23, 2019, seconded by Joe Lewandowski. The September 23rd regular meeting minutes were unanimously approved as amended.

B. PUBLIC COMMENT: (None)

C. SELECTMEN'S BUSINESS:

1. For Signatures – MS-1 Summary Inventory of Valuation: Laura Merrifield presented the MS-01 Summary Inventory of Valuation, recently prepared by Avitar (assessors), and reported that the net valuation has increased 17% to \$61,411,998 (from \$52,279,795 in 2018). Once signed, the information will be loaded into NH DRA's portal for processing. MS-1 was unanimously approved.
2. Response to Auditors' Letter (Plodzick & Sanderson): The Board discussed audit findings and resolutions to issues stated in the draft auditors' report. Marsha Cook is following up with a response and will report back at the next Select Board meeting.
3. Payroll, vendor payments, and purchase orders: The manifest was reviewed and unanimously approved. (There were no purchase orders.)
4. Miscellaneous./General Discussion
 - Laura distributed an email dated 9/26/19 that she received from Robert DiLuzio, DiLuzio Ambulance Services.
 - Laura reported that she has sent to all relevant Town Board Chairs a memo requesting their best estimates for the 2020 budget.
 - Laura mentioned that the Paquette property on 16 Paquette Road has been sold, and that the new owners are planning significant improvement to the property, and were encouraged to attend Select Board or Planning Board meetings should they have questions.
 - The Board discussed the need for more timely Planning Board minutes which are due within 5 business days of a meeting (business days are defined by the State as Monday through Friday). The Town is required by the State to retain paper copies of the minutes. Laura to attend the next Planning Board meeting to discuss.
 - An email from Christopher Bolt RE PSNH update on mediation results was acknowledged.
 - The City of Keene is hosting a NH Municipal Association training session for members of the Planning Board on 10/16/19.
 - Two driveway permits were acknowledged: 452 South Rd. (Brolin) and 451 South Rd. (Arguin).

D. Non-public: (None)

E. Adjournment:

MOTION: Marsha Cook moved to adjourn the meeting at 7:30pm

SECOND: Laura Merrifield

Unanimously approved

Respectfully submitted,



Barbara Clews
Office Assistant