



Town of Monroe
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Selectmen Meeting Minutes
November 19, 2019

The meeting was called to order at 7:00 p.m. by Jennifer Boucher.

Selectmen Present: Jennifer Boucher, John Blanchard, Jessica Brusseau

Public Present: Mark Beliveau (Attorney at Pierce Atwood), Gerry Boivin (National Grid), Chris Colpitts, Molley Gilley, Dan Powers

1. Public input.
 - a. Molley Gilley – questioned if the steps of the Town Hall are covered with ice, what happens. John Blanchard stated he spoke with Kurt (the maintenance man) who assured him he would be there to take care of things.
 - b. Molley Gilley – questioned if someone could be at the basketball games to take care of the water on the floor of the gym from snow boots. Diane stated Kurt is looking into different types of mats inside the door and up the stairs that should help.
 - c. Dan Powers – presented an Intent to Cut. The Selectmen approved the request.
2. Re-approval of items from last meeting. Jennifer stated she learned that in order to approve items and a quorum must be available in person at the meeting, therefore the items approved at the last meeting will need to be re-approved.
 - a. Tax Rate – Jennifer stated after discussion, she and John decided to recommend approving the tax rate without using any additional fund balance and setting the overlay to \$15,000. Jennifer moved and John seconded to approve the tax rate without using funds from the fund balance and setting the overlay to \$15,000. The motion carried unanimously.
 - b. 2013 Tax abatement for Joel and Lisa Cowell. Jennifer state Keith Merchand, Tax Collector, requested the 2013 Tax Bill in the amount of \$97 be abated for Joel and Lisa

Cowell. Jennifer moved and John seconded to abate the 2013 tax amount of \$97. The motion carried unanimously.

- c. Approval of purchase of a trailer. John stated a trailer to be used by maintenance and highway is needed. Jennifer moved and Jessica seconded to approve the purchase of the trailer. The motion carried unanimously.

3. Building Permit from Pierce Atwoods for National Grid – Substation at 450 Dam Road, Monroe. Attorney Beliveau stated the application being presented is for the relocation of an existing substation and replacement of poles with installation of new poles. He and Gerry Bolvin reviewed the project. They noted they did not use the amended Zoning Ordinance when putting together the building permit application so changes will need to be made. Jennifer suggested they make the changes on the submitted application and then return the application.

Attorney Beliveau and Gerry Bolvin left the meeting and made the necessary changes. They shared the changes they made to the submitted plan. The substation is being moved to a new location, 4 current poles are being removed, and 5 new poles are being added. (Application is available at the Town Office.) This will be reviewed and discussed at the next meeting.

4. Reimbursement letter for Monroe Hazard Mitigation Plan Update. Diane stated she was contacted by the company who worked on the update to the Hazard Mitigation Plan that the Town needed to request reimbursement from the State. Diane put the information together with the help of the company who worked on the update. Paul Hatch, field representative from the NH Department of Safety Homeland Security and Emergency Management, stopped by and reviewed the letter. The Selectmen approved the letter and Jessica Brusseau (Emergency Director for the Town of Monroe) signed it.
5. Letters re: unlicensed vehicles. Diane presented the updated letters to be sent to 2 properties in town with excess amount of unlicensed vehicles. The letters were signed and mailed.
6. Chris Colpitts wished to speak about the ice rink and the need for some improvements.
 - a. Mr. Colpitts suggested putting a liner on the rink in order to stop pockets of no ice forming. He believes the cost of a 6 mil liner (60 x 110) could be approximately \$700. John noted the rink is not level and this needs to be taken care of first. No final decision was made on the liner – this will be brought back at the next meeting.
 - b. Mr. Colpitts also suggested getting some type of heat source for the skating shack. At this time, there is no electric or heat in the shack. This will be reviewed and brought back at the next meeting.
7. John Blanchard gave an update on the Recycling Committee meeting with Cassella. The meeting went well. Jennifer noted that the rising costs are due to abuse. We need to find a way to stop the abuse and regulate the recycling. More discussion will occur in the near future.
8. One of the requestors for Veteran's Tax Credit stated they did not receive the credit. Diane noted that she was informed the requests would not go into effect until the following year. Jennifer stated they should have gone into effect for this tax year, so we will abate that amount for the 2 applications received.

9. Jennifer questioned if Diane has spoken to Randy regarding the quality of the road salt delivered. Diane stated she had not but will ask him. Jennifer noted he may want to get salt from a different vendor if more is needed.
10. Updated financials were reviewed by the Selectmen. Some changes will need to be made to a couple of the larger purchases. Then a better picture of where the Town is financially in this year's budget will be known. Diane will work on making those changes
11. Next year's budget suggestions:
 - a. A question was asked about the requests for funds made by outside agencies. Jennifer suggested putting them as Warrant Articles in next year's budget so the people from Town can vote on them.
 - b. John stated he is open to the idea of looking at having a truck available for the highway/maintenance department usage – possibly look at Government contracts.
 - c. Mobile Phones are being looked at for several people. Will look into Verizon who has government discounts.
12. Jennifer questioned the Avitar Software bill as it was for next year. Diane noted last year's bill was paid last November. This led to a discussion by Jennifer of the moving the Avitar Assessing and Tax Software to City Hall. After discussion on how the system currently works, John stated he will speak to Keith about this.
13. Diane stated Treasurer Monica Jaynes has requested Cindy Frazer be appointed as Deputy Treasurer. Jennifer moved and Jessica seconded the motion. The motion carried unanimously.
14. Jennifer requested to have a non-public session at the next meeting to discuss Diane's review. All were in agreement. Jennifer requested the Treasurer be present.
15. Items approved:
 - a. Accounts Payable Manifest (2)
 - b. Contracts for Use of Monroe Town Hall (4)
 - c. Town Hall Equipment usage contract revision

Jessica moved to adjourn the meeting and Jennifer seconded the motion. The meeting adjourned at 9:30 p.m.

Respectfully Submitted,

Diane L. Gibson Smith
Administrative Assistant