

TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN

Minutes of Meeting July 5, 2011

Present: Steve Davis, Francis Muzzey, Randy Morrison and Deb Vlk

Also Present: Palmer Koelb, Ellie Murray

Steve motioned to open the Meeting at 6:00 pm, seconded by Francis and approved.

David Learned from the American Legion met with Selectmen to discuss the Legion's application for charitable exemption. Because the Legion filed their application after April 1, 2011, it was denied by the Selectmen for this year's tax billing. The Legion will have to pay this year's taxes and then they can file for an abatement after the 2<sup>nd</sup> issue of their tax bill before March 1, 2012.

Selectmen discussed tree removal quotes for East Side Rd. Francis and Steve asked Randy if he would like to put in quote as this is not a bid issue. Randy will get back to them at next week's meeting and Selectmen will go over all quotes and make decision.

Selectmen discussed Intl National Truck credit application. Change on answer 6, which they initialed and dated. Will fax updated application.

Selectmen discussed Cross Country Appraisal Letter. USPAP definition attached to letter explaining new ruling which was mentioned in letter. Sam Greene with DRA & Mandy Irving of Cross Country Appraisal have scheduled a meeting with Selectmen on 7/12 – 5pm to 6pm and will be available if need be to attend Selectmen's Meeting at 6 pm.

Selectmen reviewed Martin Brook Bridge pictures, as Randy was absent last week. Agreed to send pictures to DOT for their review. Selectmen would like a thank you letter sent to Carol Tatham Rickstraw for sending pictures.

Ellie Murray gave update on the poison ivy at Hamilton Field. Ellie looked at it today and it looks quite dead. She will be going back again to re-spray.

Francis spoke with Richard Borger about handicap ramp at town hall. They are meeting this week.

Randy said that Bobby Cass called him today to say that the backhoe broke down. Bobby informed him that Tiny from the Town of Dorchester hauled the backhoe to Concord for repairs and hauled back a replacement until the town's is repaired. Backhoe is under warranty.

Francis delivered supplies for the common posts to be painted to the town office.

Randy motioned at 6:50 pm, seconded by Steve and approved to go into a Non Public Meeting per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person

requests an open meeting. Randy motioned, seconded by Francis to come out of Non Public Meeting at 7:07 pm. Selectmen discussed Police Dept issue.

Randy motioned at 7:07 pm, seconded by Steve and approved to go into a Non Public Meeting per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Randy motioned, seconded by Francis to come out of Non Public Meeting at 7:10 pm. Selectmen discussed road agent issue in reference to plowing.

Randy motioned at 7:10 pm, seconded by Steve and approved to go into a Non Public Meeting per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Randy motioned, seconded by Francis to come out of Non Public Meeting at 7:15 pm. Selectmen discussed PD key distribution.

Steve moved to adjourn the meeting at 7:16 pm. This was seconded by Francis and approved.

The Selectmen reviewed and/or signed the following:

- Highway requisitions and/or Weekly Safety Inspection Reports
- Meeting Minutes of June 28, 2011
- vouchers
- Martin Brook bridge pictures
- Cross Country Appraisal with attached explanation of USPAP
- PD key distribution from previous Selectmen minutes
- bid for tree removal on East Side Rd-Clark Logging & Tree Service
- GE Capital credit application concerning question 6
- Dubois & King contract performance evaluation & consultant performance evaluation

Respectfully submitted,

Deb Vik

Minutes accepted by \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN**

**Non- Public Minutes (1) of July 5, 2011 Meeting**

Present: Steve Davis, Francis Muzzey, Randy Morrison and Deb Vlk

Steve motioned at 6:50 pm, seconded by Francis and approved to go into a Non Public Meeting per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Francis motioned, seconded by Steve to come out of the Non Public Meeting at 7:07 pm. Selectmen discussed Police Dept issue.

Respectfully submitted,

Deb Vlk

Minutes accepted by \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN**

**Non- Public Minutes (2) of July 5, 2011 Meeting**

Present: Steve Davis, Francis Muzzey, Randy Morrison and Deb Vlk

Steve motioned at 7:07 pm, seconded by Francis and approved to go into a Non Public Meeting per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Francis motioned, seconded by Steve to come out of the Non Public Meeting at 7:10 pm. Selectmen discussed road agent issue in reference to plowing.

Respectfully submitted,

Deb Vlk

Minutes accepted by \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN**

**Non- Public Minutes (3) of July 5, 2011 Meeting**

Present: Steve Davis, Francis Muzzey, Randy Morrison and Deb Vlk

Steve motioned at 7:10 pm, seconded by Francis and approved to go into a Non Public Meeting per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Francis motioned, seconded by Steve to come out of the Non Public Meeting at 7:15 pm. Selectmen discussed PD key distribution.

Respectfully submitted,

Deb Vlk

Minutes accepted by \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN

Minutes of Meeting July 12, 2011

Present: Steve Davis, Francis Muzzey, Randy Morrison and Catherine Stover

Also Present: Sam Greene, Mandy Irving, Chief Kevin Kay, Palmer Koelb, Ellie Murray, Randy Rugar, Lloyd & Laurie Bixby, Keyarra Slaughter

Randy motioned to open the meeting at 6:00 pm, seconded by Francis and approved. The Board opened a bid for gravel from Warren Sand & Gravel. The 2500 yards of gravel will be delivered to the Highway Department sand pile no later than September 1, 2011. The Selectmen accepted the bid.

The Selectmen meeting began with a Working Meeting with Sam Greene from the DRA and Mandy Irving from Cross Country participating. The Board announced that because the meeting was considered a Working Meeting, no comments or questions would be allowed from the public.

Sam stated the DRA has completed their review which includes review of the assessing contracts, cyclical review. He stated they review changes and look at various field values. He provided review reports to the Selectmen of the years 2009 & 2010 which analyze collected data. They discussed that this year values will be set. To assure accuracy, Cross Country has offered to visit all properties that have buildings on them in the town by their field workers. A notice will go out to all property owners, to schedule an appointment for an interior review. If property owners do not wish to grant access to the assessing company, an exterior measurement will still be done.

Steve joined the meeting at 6:30 pm.

The Board discussed with Mandy their desire to be informed via spreadsheet/report from Avitar, a showing of property changes (increase or decrease). Mandy said that the company can do this and both she and Sam agreed this would be helpful. Mandy stated that there will actually be 2 visits to properties; one which would include measuring and listing (Interior and/or exterior) and a second visit which would basically be a drive by test to view and compare the info compared to others in the area. Sam also recommended that there be an initial field review area of notes on the property card, that shows when the assessing company was on or in the property which would include why and when they were there.

Sam stated that the DRA could do a spot check of another dozen or so properties after cross country completes their review.

The Selectmen have agreed to go forward with this schedule of events.

Randy motioned to come out of the working meeting and go into the public meeting, seconded by Francis and approved.

Randy Rugar addressed the selectmen. Randy reported that the transfer station attendants had a difficult time with a resident last week. Steve read a letter that will be sent to the resident. Randy stated in September he will go back to working for the state full time, and will be available to work at the transfer station until mid September. He also stated that does know someone that is interested in filling out an application to work at the transfer station. The Board requested that the office place an ad in the paper August 1-15<sup>th</sup> to receive applications for the opening. Randy also told the Board that he is willing to work/fill in at the transfer station next summer should the need arise. The Board thanked him for the offer. Randy thanked the Selectmen for their time.

Donna King addressed the Board regarding a property abatement for a tax lien for the years 2002 & 2003. She stated the bank currently pays the taxes on this property. She stated there was an error made in the past by previous tax collector. She recommended that the board abate the 2002 & 2003 lien on this property. The total amount is \$4,582.75. Motion by Francis to abate the taxes for 2003 & 2004, seconded by Randy and approved.

Donna also mentioned to the Board that Deb Vlk occasionally does banking on behalf of the tax collector, and she requested that Deb be reimbursed for her mileage. The Board agrees.

Donna asked the Selectmen if it would be possible for property cards to be available in the lobby for residents to review. Francis stated this would be a burdensome task to provide a currents set of cards available to the public. He stated that one resource that is available for residents are the 2 printout listings which are kept in the meeting room which show the residents addresses, Map/Lot, acreage, value etc.

Chief Kevin Kay gave a status update. He stated that they are in the process of preliminary hiring process. The process will probably not be completed until next year due to testing, and academy training.

Chief Kay stated that the painting of the posts on the common will be starting in about a week and half. They will also be doing some picking up of the area, some library support and some work/repair at Riverside Park.

Steve mentioned that there were minors sitting on the net and bouncing at Riverside. Steve spoke to their parents about this.

Chief Kay stated that he has spoken with a representative from the race track. They want to run mini sprint car races on Sunday, July 24 from 3-7pm.

The Selectmen reviewed and/or signed the following:

- Highway requisitions and/or Weekly Safety Inspection Reports
- Meeting Minutes of July 5, 2011
- vouchers & payroll
- Intent to Cut-John Dovenio M/L 11-01-22
- Amended septic plans for Branco-M/L 02-04-03
- Septic Plans for Houston Residence, M/L 04-06-02
- Abatement letters

A motion was made by Steve, seconded by Francis and approved to accept Randy Morrison's bid to remove the trees on East side road.

Selectmen agreed to have Brian Weeks look at the fan in the Town Office bathroom that is not operating.

Chief Kay informed the selectmen that he has installed the security monitor in the Selectmen's office.

Ellie Murray gave an update on the poison at the ball park. She stated that she is still treating the ivy as it is a large area, and she is about half done. The rain has hindered the application a bit.

Randy motioned at 7:50 pm, seconded by Francis and approved to go into a Non-Public meeting per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Randy motioned, seconded by Steve and approved to come out of the Non-Public meeting at 8:05 pm.

Randy motioned at 8:06 pm, seconded by Francis and approved to go into a Non-Public meeting per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Randy motioned, seconded by Steve and approved to come out of the Non-Public meeting at 8:10 pm.

Motion by Randy, seconded by Francis and approved to adjourn meeting at 8:11 pm.

Respectfully submitted,

Catherine Stover

Minutes accepted by \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_



**TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN**

**Non- Public Minutes (1) of July 12, 2011 Meeting**

Present: Randy Morrison, Steve Davis, Francis Muzzey and Catherine Stover

Also Present: Chief Kevin Kay

Randy motioned at 7:50 pm, seconded by Francis and approved to go into a Non-Public meeting per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Selectmen discussed a personal issue & PD Key distribution. Randy motioned to come to come out of the meeting at 8:05 pm, seconded by Steve and approved.

Respectfully submitted,

Catherine Stover

Minutes accepted by \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN**

**Non- Public Minutes (2) of July 12, 2011 Meeting**

Present: Randy Morrison, Steve Davis, Francis Muzzey and Catherine Stover

Randy motioned at 8:06 pm, seconded by Francis and approved to go into a Non-Public meeting per **RSA 91-A:3, II(c)** – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Selectmen discussed a welfare applicant’s paperwork. No action taken, no decisions were made. Randy motioned, seconded by Steve and approved to come out of the Non-Public meeting at 8:10 pm.

Respectfully submitted,

Catherine Stover

Minutes accepted by \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN

Minutes of Meeting July 19, 2011

Present: Randy Morrison Francis Muzzey and Catherine Stover

Also Present: Chief Kevin Kay, Palmer Koelb, Ellie Murray, Derek Randall, Palmer and Deb Koelb, Robert and Ruth Houston, Donna King

Randy motioned to open the meeting at 6:00 pm, seconded by Francis and approved.

Derek Randall was present and wanted to discuss the sealing of Atwell Hill. Derek stated that he was concerned about the wear and tear that the road takes due to logging, buses etc and is concerned about the thickness of the topcoat prior to having the road oiled/coated/sealed. Randy Morrison stated that they will have someone look at it before they proceed. Francis stated that the town does not have money earmarked for a second coat, but stated that the board would be willing to consider postponing the sealing until next year and holding the funds either in surplus or encumbering the funds for next year if it is decided that the road needs an extra coat prior to sealing.

Palmer asked if any state money was involved. Francis stated that no state funds have been involved. Palmer also asked the Board if Atwell Hill has 2 inches compacted on the top. The Board said no, that they believe in some places there is only 1 inch. Randy motioned to hold off on the sealant until a second opinion has been given regarding Atwell Hill, seconded by Francis and approved.

Board discussed the Houston's Driveway permit. Randy shared with the Houston's the Road Agent's input which was on the back of the Driveway permit. The Selectmen reviewed the notations, and signed and approved the Permit. Francis made copies for the Houston's and they thanked the Board for their time.

Francis motioned to accept the DRA application for Reimbursement to Towns and Cities in which Federal and State Forest Land is situated. The form lists the Foster & Colburn State Forest and White Mountain National Forest. Randy seconded and approved, pending completion of the form to include the Value of Acreage. The office will contact the assessors and complete the form.

Chief Kay stated that the cleanup crew is done. He also told the Selectmen that the Police Department phone is having some problems following the power outage we had in town a couple of weeks ago. He is still troubleshooting the issue. The Cruiser is also having some issues and will need garage service. Posts on the common are still on the schedule to be done. He also told the Board that a race is scheduled for this coming Sunday, July 24<sup>th</sup> from 3-6 p.m., and is sponsored by the American Legion.

Francis asked the Chief if he has any additional community service workers. Chief Kay said not at this time. He stated the department is very busy. He stated that the animal control officer has

been out and should be soon finished with the dog warrants. Some people have taken the heed, and some not. The next step will be to go to court.

The Selectmen reviewed and/or signed the following:

- Meeting Minutes of July 12, 2011
- Highway requisitions, Summary of upcoming events
- Vouchers
- Application for Driveway permit for Houston M/L 04-06-02
- Application for reimbursement Federal/state forest land in Wentworth
- Shoreland permit application for Case M/L 02-04-05

The Tax Clerk/Town Collector presented the Selectmen with an abatement on a property for the years of 2002 & 2003. The Selectmen reviewed and signed the abatement. She also presented the Board with deed waiver notices for 9 properties for review. Randy motioned not to waive any, seconded by Francis and approved.

Motion by Randy to adjourn meeting at 7:13 pm, seconded by Francis and approved.

Motion by Randy to re-open the meeting at 7:13 pm, seconded by Francis and approved. Selectmen reviewed and signed a Doorage letter for Goodale M/L 04-02-32.

Motion by Randy to adjourn meeting at 7:14 pm, seconded by Francis and approved.

Respectfully submitted,

Catherine Stover

Minutes accepted by \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

TOWN OF WENTWORTH NEW HAMPSHIRE  
OFFICE OF THE SELECTMEN

Minutes of Meeting July 26, 2011

Present: Randy Morrison, Francis Muzzey and Catherine Stover

Also Present: Chief Kevin Kay, Ellie Murray, Laurie and Larry Bixby, George Morrill, Bobby Cass, Angela Borger

Randy motioned to open the meeting at 6:00 pm, seconded by Francis and approved.

Francis inquired about the poison ivy treatment at the ballpark. Ellie stated that the poison ivy is done at Hamilton ball field, but noted that there is some poison ivy at the swimming hole that she will also take care.

Francis and Randy opened the bids for the Gravel. The Town received 3 bids: One from Michael Latulippe of Central NH Aggregates, LLC, one from John Lester, A Division of the Oak Leaf Group LLC, and one from Warren Sand and Gravel.

Selectmen reviewed the submitted bids. Randy motioned to announce award of the bid next Tuesday at the Selectmen's meeting on 08/02/11, seconded by Francis and approved.

Chief Kay gave a department updated and stated that he has spoken to Grappone regarding the various cruiser issues, which will hopefully be addressed next week.

Chief Kay said that the Race Track event which was held 3 pm to 7 pm last Sunday went well. Francis inquired as to what kind of races were held, and Chief Kay stated that they were open wheel cars. He said that 2 more races are planned on August 7<sup>th</sup> & September 4<sup>th</sup> from 3 pm to 7 pm. Chief Kay stated this is a test period to see if there is interest etc. He stated that they had a good turnout of about 200 people. Said the attendees and racers were very well behaved, and that he feels this is a good family event. Chief Kay said that the American Legion was technically in charge of running the races, but the potential buyer was actually the one who took charge to make arrangements.

The Selectmen discussed with Chief Kay the race track by laws. Francis asked if the chief would assist in drafting an updated by law. The chief agreed.

Chief Kay stated that the Animal Control Officer has issued some summons and there are still a couple of outstanding warnings. When the warnings expire, they will issue summons to these as well.

Chief Kay stated that Deb Vlk was helping out as Administrative assistant for the PD. He stated that due to busy schedule, they have had a tough time connecting. He stated that he has an individual interested in possibly offering support. This individual is interested in possibly becoming a part time officer. He would like to do a criminal background check, and if he

passes, have him do support in the PD office. Randy motioned and Francis seconded that the background test be done.

Bobby Cass gave a highway department update. He stated that the backhoe company, John Deere was supposed to work yesterday and today. The Highway Department still has the loaner while repairs are being done, with no cost to the town, as it is under warranty.

Bobby said that yesterday morning he started out with the grader and there was a problem with the wiring. As a result the grader is also being worked on and was due for the 2000 hr service which tied it up yesterday and today. A complete maintenance is being done.

Bobby reported that per he summary of work which he presented last week, the washing and cleaning of bridges has been completed.

Bobby stated he will give an update of his work next week.

Bobby stated that he has spoken with both Randy and Francis regarding the asphalt on Atwell Hill. He explained that he had mistakenly written the spec sheet for a 2" base mix, and it should have been 3" inches of mix to compact to a 2" base. He stated that he did speak with both Francis and Randy about considering holding the savings of \$30,000 from last year budget to hold over to correct the top base. He has requested quotes from GMI Asphalt, R and D, and Blacktop. Bobby apologized to the Board and the town for this oversight. Francis and Randy both acknowledged Bobby's apology. The board discussed options of how best to move forward.

Bobby discussed the concerns that Marie Kauk had regarding damage she stated had happened to her property by the Highway Department during last winter's plowing. Bobby stated that both he and Randy have taken a look at Marie's property and do see any damage that has been done by the Highway Department.

Bobby stated that salt has been ordered, and will be in next Monday. He has told them no more than 50 tons. Bobby also asked the Selectmen about the Evans Road Bridge, wondering if any work would be done on the bridge this year. The Selectmen said no.

Selectmen reviewed, signed and stamped a Septic System Design presented by Angela Borger re: Daniel Gaffney, M/L 04-02-43.

The Selectmen reviewed and/or signed the following:

- Meeting Minutes of July 19, 2011
- Highway requisitions, Weekly Safety Inspection Reports, Summary of upcoming events
- Vouchers & Payroll
- Abatement for Perkins M/L 04-08-22
- Refund for Bilodeau, M/L 12-05-03
- Refund for Laauwe, M/L 08-03-07B
- Intent to Cut for King, M/L 11-07-27 & 11-07-34

Ellie stated that Kathy Keefe spoke to her about work which needs to be done at the tennis courts at Riverside Park. Ellie stated that Kathy has done some clean up of the court, and would like to know if some trees could be cut. Kathy said that if the town brought them to the mill, they could have the money from wood. She also told Ellie there is a loose bar at

the tennis court. Francis stated that people are not to work on town property without permission from the Board. Selectmen stated that because the tennis court is actually on the Library property, she needs to speak with the library trustees. Ellie stated that she will speak to Kathy Keefe.

Motion by Randy to adjourn meeting at 7:38 pm, seconded by Francis and approved.

Respectfully submitted,

Catherine Stover

Minutes accepted by \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_