

**Town of Whitefield
Select Board Meeting Minutes
October 4, 2016**

**Present: Frank Ober, Tony Marple, Lester Sheaffer and Dennis Merrill
Administrative Assistant Aaron Miller
Absent: Sue McKeen**

Select Board actions

- 1. The minutes for September 27 were approved 4-0.**

- 1. Accounts payable and payroll warrant were signed.**

- 3. Budget review. The Board reviewed the status of the current year's budget and expenditures. We are on track with no major unanticipated expenses. At this point a tax anticipation note is not needed but we will watch carefully as some large bills (e.g. paving) are coming in. Vigue road culvert replacement charges appear to have been posted incorrectly which Aaron will investigate along with the establishment of a specific project account.**

- 4. Town office maintenance. Aaron noted there are concerns with mold, bad carpet, mice and air quality at the town office that should be addressed in next year's budget. The Board agreed that an evaluation should be made by a professional to get an estimate for what might be needed.**

- 5. Next year's budget. The Board discussed the general timeline for developing next year's budget. The annual audit will be available in the next few weeks. The Board will do its budget proposal in December and the Budget Committee will convene Jan. 3. Aaron will contact members of last year's committee to see who is interested in returning.**

- 6. Worthy Poor. Aaron reported that a well drilling firm is interested in helping provide a new water supply for a needy person in Town and a site visit is expected soon.**

- 7. Lincoln County budget. Tony reported on the first session of the LC budget committee, of which he is a member. The first draft of next year's budget is up 1.4%. The budget is quite complicated and union contract negotiations are unresolved.**

- 8. Frank is in the process of getting prices for coins and watches given to the Town from the estate of a nursing home resident. Money from the sale will be put into the Worthy Poor fund.**

- 9. Vigue Road culvert. Dennis reported the culvert is complete, and the bill for the work has been received. Before paying this, we need to get**

feed-back from our engineer on an extra charge for ledge removal and overall satisfactory completion of the work. The project appears to be \$21,295 under the estimated budget. With several entities providing grant support, the Board discussed in general ways to use savings. It might be possible to re-purpose some grants to other projects in Town. Dennis will follow up with those groups.

10. Broadband conference. Frank will attend an upcoming broadband conference. This may also be of interest to the economic committee as internet connections are important to business development. Next week: update on overdue taxes, solar proposal, mowing contract, budget committee, revenue projections, performance evaluation, executive session on property tax abatement request.

Parking Lot: Worthy Poor well, Employee Status, Townhouse roof

Assessor's Actions

An abatement and supplemental assessment were both approved 4-0 for the same parcel to catch up on a change of ownership. The two offset each other and have no effect on valuation or revenue.

The Board discussed the transition from our present Assessor's Agent to the new contracted one, RJD associates. RJD's first day in town will be Oct 31. Tom Hayes still has the annual municipal valuation report to complete. We will try to arrange a day for Tom and RJD to meet to transfer information, statuses, etc.