

Selectmen's Minutes

Selectmen's Minutes May 16th 2005 to December 19th 2005

December 19, 2005

Present: Selectmen Carroll E. Bewley, Susan Mitchel, Barbara Kerr; Rich Benton; Cathy Crockford; Jennifer Wright

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mrs. Kerr made a motion to approve the minutes of the December 12, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous.

Sandwich Coach Committee Update: Rich Benton provided an update on the revised agreement and a brief overview of the Coach Committee's meeting held on December 15, 2005. Mr. Benton explained that the Directors of the Sandwich Fair Association and the Historical Society will be discussing the revised agreement at their respective meetings prior to signing. Mr. Benton reported the Quimby Trust would fund, up to \$5000 for coach repairs. It was decided the coach would remain in its present location for the time being. The Coach Committee will establish a repair schedule, so maintenance can be completed on a more frequent basis. Mr. Benton noted that applications for use of the coach would be submitted to the Selectmen's Office and then forwarded to the Coach Council. Discussion ensued regarding who would have final signature authority on the application, Coach Council or the Selectmen, since the coach is a Town asset. Mr. Bewley will contact Town Counsel to determine who must be the final signature authority for decisions involving the coach.

Selectmen's Reports:

Mrs. Kerr attended the Planning Board meeting at which the board decided not to change the allowed uses for the Shoreline District. The discussion will be reopened in 2006.

Mrs. Mitchel called the Omni Sign Company and requested they mail an estimate for painting the "Welcome to Sandwich" signs. Mrs. Crockford noted the painting expense would need to be put in the 2006 Budget, and budget submissions are due by January 10, 2006. Mrs. Mitchel spoke with Mrs. Carol Granfield, Meredith Town Manager, regarding the contract for Stewart's Ambulance, and she said they are still awaiting final disposition of the contract from Town Counsel.

Mr. Bewley spoke with Mr. Kevin Sayers regarding □Hardiplank□, and it was decided the Selectmen would draft a memo to the HDC eliciting their input in regard to using □Hardiplank□ and the proposal to re-side Town Hall with this product. The re-siding of Town Hall using □Hardiplank□ would also be added to the agenda for the January 9, 2006 Selectmen□s Meeting as well as information posted on the □Sandwich Board□. Mr. Sayers will provide an estimate for painting the rear of Town Hall. Mr. Bewley spoke with Mr. Bob Larkin, Trustee of the Trust Funds, regarding the Blanchard Trust and its use for equipment. Use of the Moses Hall Trust was also discussed, and the Selectmen will draft a memo to the Trustees inquiring about the use of this trust. Mrs. Kerr inquired about the plowing of sidewalks, and how this might pertain to the use of the Moses Hall Trust. Mr. Bewley and Mrs. Mitchel explained the sidewalks are no longer plowed due to a liability issue. The Selectman□s Office received a phone call from a property owner on Ferncroft Rd inquiring as to why her road had not been plowed; it was explained that the portion of road in question was discontinued by Town Meeting vote in 1917. Mr. Bewley will call the Tamworth Town Office and request that their Highway Department, which currently plows the road, discontinue leaving the snow piled in front of the gate at the start of their property as well as clean up the current pile, so they can access their property.

Durgin Bridge Evaluation

Mr. Bewley initiated discussion regarding an engineering study of Durgin Bridge. Although the Quimby Trustees have offered to help fund the study, the state will conduct the study at no cost. Mr. Bewley noted the latest annual inspection report for the Durgin Bridge indicated the brace bolts were loose, but the Highway Dept should be able to tighten the bolts once the weather improves. The Selectmen can request the state complete the engineering study at the same time as requesting assistance from the bridge-aid program. Money from that program is not available until 2010, but any repairs done in the meantime would qualify for reimbursement. Mr. Bewley also noted the possibility of suggesting to the Quimby Fund that they help fund re-siding Town Hall rather than an engineering study.

Mr. Bewley made a motion to execute the engineering study request and the request for the state bridge-aid program simultaneously in order to expedite the process; motion was seconded by Mrs. Mitchel and the vote was unanimous. Mrs. Crockford will prepare documents for signature.

Other Business:

A Public Hearing will be held on January 9, 2006 to present proposed revisions to the Sticker Ordinance. Current and proposed wording of the ordinance was discussed as well as the current policy. The Selectmen proposed new language for the ordinance and will forward it to Chief Young and Sgt. Wyman for review and comment.

Mr. Bewley requested a status on direct deposit for town employees and Mrs. Crockford mentioned more research was needed with Meredith Village Savings Bank. Information should be available by the December 20, 2005 Staff Meeting.

Mrs. Huff spoke with Avitar Associates regarding the disparity with the vacant land equalization ratio. Avitar said there has been a similar trend across the state with new purchases at double current assessments.

After brief discussion, Mr. Bewley moved to carry-over unexpended funds to 2006 as follows: Conservation Commission □ Gruman Grant \$211.52; Building Review Committee - \$5,000; Archive Project - \$9,766.05; he further moved to defer the following revenue to 2006: Quimby Trust - \$5,000 for Coach repair; and \$50 for Welfare □ Housing. The motion was seconded by Mrs. Mitchel and the vote was unanimous.

Mrs. Crockford reported there may be a building permit application submitted for a failed septic system. An inspection is required; however, it is only needed to determine that the replacement system is the same size and in the same location. Due to the nature of the situation, the Selectman agreed to make an exception to the moratorium and accept the building permit application, if submitted.

Mrs. Crockford notified the Selectmen that timesheets were due by December 27, 2005, so the year could be closed out.

The Selectmen discussed the need for a credit card for several departments. Although more discussion is needed, everyone agreed to the advantages and necessity. Policy and guidelines would need to be established.

There being no further business, the meeting was adjourned at 9:08 P.M.

Respectfully submitted,
Jennifer Wright

Selectmen's Minutes: December 12, 2005

Present: Selectmen Carroll E. Bewley, Susan Mitchel, Barbara Kerr; Tara Schroeder, Rick Van de Poll; Cathy Crockford.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mrs. Mitchel made a motion to approve the minutes of the December 5, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Kerr and the vote was unanimous.

Green Mountain Conservation Group (GMCG): Tara Schroeder provided the Selectmen with an update to the Water Quality Monitoring Program. The only site in Sandwich that is tested is the Cold River. The Cold River has consistently had excellent testing results and is therefore used by GMCG as a reference site for other locations in the region. Ms. Schroeder alerted the Selectmen to some of the problems happening in Southern N.H. with the salt run-off from winter road treatments, causing dangerous levels of sodium and chloride in surface waters. She reiterated that if possible, road crews should try to keep

their plow piles 25 feet from surface waters so there is less danger of run-off. As a new program, GMCG is hoping to do a macro- invertebrate study on the Cold River this summer, hopefully involving area children in the sample collecting.

GMCG is watching this region closely due to the anticipated growth expected in the next 15 years. They are in their 4th year of collecting data, funded by UNH, local contributions, state grants, and the watershed towns. Sandwich is projected to contribute \$400.00 in 2006 per Mr. Van de Poll.

Ms. Schroeder welcomed another testing site in Sandwich if the Selectmen or the Conservation Commission felt it necessary. Rick Van de Poll recommended doing some bio-testing on the Bearcamp River near the pond. He will discuss this further with the Conservation Commission at their next meeting.

Speaking on behalf of Focus Tamworth, Mr. Van de Poll confirmed the sale of the land parcel on Route 25 to CMI which the racetrack company hopes to use as a required mitigation parcel for their state wetlands application. The Selectmen stated that CMI has not had any contact yet with the town about this mitigation parcel. Mr. Van de Poll is requesting the following: 1) the town contact the Conservation Commission if CMI communicates with the town about this parcel; 2) the town hold a special hearing to get feedback from residents about whether the town accepts an easement on this property; 3) the town supply the Conservation Commission with the easement language on the transfer document if that should occur.

Selectmen's Reports:

Mrs. Kerr made one building permit application inspection for an accessory structure.

Mrs. Mitchel attended the Park & Rec meeting last week, at which an update of the skating rink, basketball court, winter programs, and winter carnival were discussed. She also attended the ZBA meeting in which two variance applications were approved. Mrs. Mitchel received requested information on the "Welcome to Sandwich" signs and learned that they were not painted, but instead had letters adhered to them. She will ask Omni Signs for a quote on this project so it can be included in the 2006 budget.

Mr. Bewley made two septic design building permit inspections last week. Due to the current snow cover, Mr. Bewley made a motion to suspend building permit application inspections until further notice, except in the case of interior renovations; motion seconded by Mrs. Mitchel and the vote was unanimous.

Mr. Bewley noted that the town received samples of the fiber cement board that is being considered for the future siding of Town Hall. The contractor is going to provide the Selectmen with an estimate for the back side of the building only, both with and without the trim included. The Selectmen hope to include this project (one side of the building only) in the 2006 budget, but will ask for feedback from both the HDC and townspeople before moving forward. This product is less expensive than regular wood siding, more fire resistant, and will hold paint up to three to five times longer than wood.

Mr. Bewley canvassed the town department heads to see if they approved of the idea of town employees having a floating personal day. Having received positive feedback from all, Mr. Bewley made a motion to provide all town employees with a floating personal day, to be used on a day of their choice within that calendar year, pending their supervisors advance approval. If the town employee is called in for work, they would be

paid at their regular rate, but could take the personal day on another day. This new policy will be included in the Employee Handbook and will be effective starting January 1, 2006; motion seconded by Mrs. Mitchel and the vote was unanimous.

Mrs. Mitchel inquired if the town could direct deposit paychecks. Mrs. Crockford will look into this program further, and will ask the department heads to gauge interest among their employees.

Other Business:

The Town received unanticipated revenue in the form of a check in the amount of \$4,684.50 from the Quimby Trustees for improvements to the skating rink.

The Selectmen reviewed the December Town Newsletter that is to be mailed in the next week. There will be a form attached for property owners to use if they would like to purchase their 2006 beach/dump stickers by mail. Mr. Bewley made a motion that property owners must have a permit sticker by April 30, 2006. Vehicles without a sticker after that date will be denied use of the Transfer Station and will be assessed a \$50 fine if found parked at the Town Beach, Pothole, or Bearcamp Pond; motion seconded by Mrs. Kerr and the vote was unanimous. A public hearing will be held in the future to implement the change to the Sticker Ordinance with this cut-off date of April 30.

The Selectmen compared the proposals from the two assessing companies to determine who will be awarded the town's assessing contract. After much discussion, Mr. Bewley made a motion to award the assessing contract to Avitar Associates, with the stipulation that the contract will include 20% of town properties in the annual update for revaluation purposes; motion seconded by Mrs. Mitchel and the vote was unanimous. Mr. Bewley will also ask for changes to be made in the wording of the Town office assistance portion of the contract.

At 9:07 P.M. Mr. Bewley made a motion to enter into Non-Public Session per RSA 91-A:3, II(a) to discuss the dismissal, promotion, or setting compensation for public employees. Mr. Bewley-aye; Mrs. Mitchel-aye; Mrs. Kerr-aye. At 9:18 P.M. the Selectmen left Non-Public Session. The minutes will not be sealed.

Mr. Bewley reported that the Selectmen reviewed Chief Richard Young and gave him an excellent review in his position as Chief of Police.

Nancy Morton purchased a digital camera for use by both the Park & Rec department and other town departments. Mr. Bewley made a motion to use funds from the Office Equipment Capital Reserve to pay for this purchase; motion seconded by Mrs. Mitchel and the vote was unanimous.

Colin Weeks reported that the transmitter radio is broken in the loader; it is not repairable and will cost \$600.00 to replace. Mr. Bewley made a motion to use funds from the Town Equipment Capital Reserve to pay for this radio; motion seconded by Mrs. Mitchel and the vote was unanimous. Mr. Weeks asked the Selectmen to include in his budget a sander for the 1-ton truck; he provided the Selectmen with two estimates for this purchase.

The Selectmen decided to meet on Wednesday, January 11, 2005 at 10:00 A.M. to finalize the 2006 budget.

The estimate from P.C. Hoag & Co. for the tree trimming and dead tree removal at Town Beach exceeds the Town Forest line item in the 2005 budget by approximately \$1550.

Mr. Bewley made a motion to use funds from the Benz Trust to pay for additional costs

over the \$2,000 in the Town Forest account for the tree work at the Squam Lake Town Beach; motion seconded by Mrs. Mitchel and the vote was unanimous. There being no further business, the meeting was adjourned at 9:32 P.M.

Respectfully submitted,
Catherine Crockford

Selectmen's Minutes: December 5, 2005

Present: Selectmen Carroll E. Bewley, Susan Mitchel, Barbara Kerr; Louis Brunelle, Gary Roberge, Steve Johnson, Fred Bickford, Rich Benton; Cathy Crockford.

Mr. Bewley opened the meeting at 7:32 P.M.

Minutes: Mrs. Kerr made a motion to approve the minutes of the November 28, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous.

Louis Brunelle presented the Selectmen with a proposal for the re-siding of the Whiteface Fire Station. He will gather a few more estimates from other sources, downsizing the proposal to residing one side of the building only for 2006. The Whiteface Fire Station now has a working restroom, and the department is working on a kitchenette there. Chief Brunelle is bringing in a water heating unit from home for that building and in the future, would like the town to purchase a generator. He feels that it would be a good haven for residents in the event of another ice storm. Mr. Bewley inquired about Engine #2 and its condition in light of its warranty. Chief Brunelle stated that the company that built Engine #2 has fulfilled its obligations and he feels that the truck is in great shape and running well.

Avitar Associates: Discussion of Contract Proposal:

Gary Roberge of Avitar Associates reviewed his proposal for our assessing contract. He stated that he would be able to handle all of the town's assessing needs, while also keeping us on schedule to match the DRA's certification process. The assessing work his company would provide includes pick-ups (building permits, subdivisions, boundary line adjustments, current use, etc.), excavation and timber yield taxes, and the DRA MS-1 report and equalization survey. Because of the state- required revaluation every five years, Mr. Roberge recommends assessing 20% of randomly selected properties each year for data verification. By updating 20% of the properties each of the five years, you eliminate both the work load and higher cost during our reval. year (2008). Because his firm handled our last revaluation, he is confident that our values are current. The Selectmen will make a decision on the company to provide future assessing services by the end of the month when our assessing contract with MRI expires.

Durgin Bridge Evaluation:

Steve Johnson was asked to study the 2002 state inspection report on the Durgin Bridge

to offer his opinion about the need for a full engineering study. Mr. Johnson also did an unofficial glance inspection of the bridge to see if there were any glaring structural problems that needed immediate attention. He reported that the bridge is in pretty good shape; it is certainly still safe to drive across. A few diagonals are loose, and a few bolts need tightening. Within the next five years the bridge needs to be re-sided. There are some state funding mechanisms in place for the more expensive work (re-siding, etc.), but would require matching funds from the town. The state has a bridge-aid program that we could be eligible for in July of 2010. For this program, the state would do the engineering study to determine work required. Mr. Johnson stated that the other option is to hire an engineering firm to do a study and hire professionals to complete the work recommended. A study of this nature would cost approximately \$5,000. Mr. Johnson will be at the state offices this Wednesday and will research why the bridge is on the "red list." This information should provide the Selectmen with more information about its condition. The Selectmen thanked Mr. Johnson for the generous donation of his time and recommendations.

Selectmen's Reports:

Mrs. Kerr spoke with the Chair of the HDC and discussed the requirements of accepting applications and their inclusion in agendas.

Mrs. Mitchel still had not received an update on the Stewart's Ambulance agreement. She presented the Selectmen with recommendations and cost comparisons for tree care at the Squam Town Beach.

The Selectmen decided that for immediate safety concerns, it was best to do the tree pruning now, and to remove a dead tree and stump it. The fertilizing and root treatments can wait until the spring or next fall. Mrs. Mitchel made a motion to ask P.C. Hoag & Co. to carry out the tree pruning and removal of one tree at Town Beach; motion seconded by Mrs. Kerr and the vote was unanimous.

Mr. Bewley stated that the town received a letter from the resident with the failed septic system on Dinsmore Pond, confirming that corrective actions were completed regarding his septic system. Mr. Bewley made an inspection of the site and concurred that the requirements were met.

Mr. Bewley attended the Planning Board meeting last Thursday in which there was discussion of the proposed zoning ordinance changes. A Planning Board meeting is scheduled for Tuesday, December 13th at 7:00 P.M. to review Town Counsel recommendations on these proposals.

Because Town Hall has to be re-painted so often, and at such a high expense, the Quimby Trustees recommended looking at other options, such as re-siding the building with a new fiber-cement product. This new product looks just like wood siding, but holds paint for much longer and is not as flammable. Mr. Bewley researched this product and discovered it is easily attainable and is less expensive than wood. He feels this concept is worth pursuing.

Rich Young has requested the town include a portable radar display unit in his 2006 budget. He has since learned that there are grants available to cover 50% of this purchase.

Other Business:

Because the Transfer Station was understaffed due to family illness, Marilyn Read chose not to take her two weeks of vacation time so the facility would be staffed adequately. Because she had already accumulated previous vacation days, she was in danger of losing part of her vacation time next year based on Town accrual policies. Because of the circumstances, Mr. Bewley made a motion to authorize Marilyn Read to carryover her vacation time to 2006, but to use her excess accrued time during the year or it will be lost; motion seconded by Mrs. Kerr and the vote was unanimous.

Mr. Bewley noted that the reason the heating line in the Park & Rec 2005 budget was so high was due to the \$800.00 propane charge for the skating rink. The Budget Committee was concerned that the heating unit in the P&R office was inefficient and was using too much fuel based on this high line item.

Mr. Bewley made a motion to increase the mileage reimbursement for all town-authorized travel from .415 cents to .445 cents/mile in 2006; motion seconded by Mrs. Mitchel and the vote was unanimous.

The Selectmen discussed the possibility of offering the day after Thanksgiving as a holiday to town employees. The concept of offering a floating personal day to all employees was appealing, with the understanding that if called in, the employee would only be paid straight time, and could use the personal day at another time. The department heads will be presented with this idea to get their feedback.

There being no further business, the meeting was adjourned at 9:28 P.M.

Respectfully submitted,
Catherine Crockford

Selectmen's Minutes: November 28, 2005

Present: Selectmen Carroll E. Bewley, Barbara Kerr; James Calley, Rich Benton; Cathy Crockford, Jennifer Wright.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mr. Bewley made a motion to approve the minutes of the November 21, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Kerr and the vote was unanimous. Mr. Bewley made a motion to approve the minutes of the Non-Public meeting of November 14, 2005 as written; motion seconded by Mrs. Kerr and the vote was unanimous.

Mr. Bewley made a motion to approve the minutes of the Non-Public meeting of November 21, 2005 as written; motion seconded by Mrs. Kerr and the vote was unanimous.

James Calley requested that the Town consider adopting Upper Mason Road as a Town Road. He lives on the road and has maintained it himself for the past five years. He feels the road is now at a standard that the Town should consider re-adopting it. Mr. Bewley

stated that he will contact the Road Agent, Colin Weeks, to have him inspect the road and consider options. In order for the town to adopt a private road, it must be a warrant article and be voted on at Town Meeting. Mr. Bewley assured Mr. Calley that he will receive communication about his request in the following few weeks.

Mr. Benton shared with the Selectmen the draft versions of the Guidelines for Use and Agreement for the interested parties for the Concord Coach. He outlined the specifics of the Agreement noting that the three interested parties (the Town, Historical Society, and Fair Association) would share in the financial responsibility of housing the Coach. Mr. Benton asked the Selectmen if they thought it would be more appropriate to have the Coach Committee approve requested uses of the Coach, or if a separate Coach Council should be created comprised of representatives of the three interested parties. There was discussion of the advantages of having either and a decision to consult with Town Counsel for his opinion. The Agreement does state in the first paragraph that the Concord Coach is the "undisputed property of the Town of Sandwich." It is hoped that this Agreement, which will be signed by all interested parties, will finally put to rest the questions about who actually owns the Coach.

The Regular Selectmen's Meeting was recessed to begin the Public Hearing at 8:22 P.M.

PUBLIC HEARING

Mr. Bewley outlined the proposed changes to the Solid Waste Facility Ordinance Rules, noting that the changes basically revised the old ordinance to make it more current to our 2005 standards. Mr. Benton asked where the colored glass was being taken. Mr. Bewley responded that it was taken to a facility in Ossipee. We have to separate it from clear glass because we receive revenue from recycled clear glass. Hearing no other comments, Mr. Bewley adjourned the Public Hearing at 8:25 P.M.

The Selectmen's meeting resumed at 8:25 P.M.

Mr. Bewley made a motion to adopt the revised Solid Waste Facility Ordinance Rules for the Town of Sandwich effective January 1, 2006; motion seconded by Mrs. Kerr and the vote was unanimous.

Selectmen's Reports:

Mrs. Kerr reported that she did one building permit application inspection this week. Mr. Bewley inspected three building permit applications. He attended the Interlakes School Board meeting at which they discussed the final proposal from the District Elementary Enrollment Committee (DEEC). The School Board did not approve the proposal at that time but will leave it for their next meeting so they can read it more thoroughly.

Mr. Bewley reported that Colin Weeks would like the Selectmen to consider approving the hire of part-time employees for the highway department, especially during plowing season.

Mr. Bewley made a motion to authorize the highway department to hire part-time employees for an on-call basis as needed, at an hourly rate of \$13.38/hour; motion

seconded by Mrs. Kerr and the vote was unanimous.

The Selectmen further discussed adopting the Day after Thanksgiving as a holiday for town employees. They decided to hold off on a vote on this issue until all three Selectmen are present.

Louis Brunelle suggested that the Town purchase either turkeys or gift certificates for the fire department volunteers for the Thanksgiving holiday. Mr. Bewley made a motion to include the fire department volunteers with the other town employees in the Thanksgiving turkey or gift certificate allocation; motion seconded by Mrs. Kerr and the vote was unanimous.

Other Business:

Mr. Bewley made a motion to approve the abatement request for Map R20 Lot 68 which reduces the assessment from \$1,100,445 to \$531,345, providing a tax abatement of \$5,173; the road lot of .81 acres on this property was incorrectly assessed as a building lot; motion seconded by Mrs. Kerr and the vote was unanimous.

Mr. Bewley and Mrs. Kerr reviewed a memo to the Planning Board seeking an acknowledgement on the Planning Board's position on Temporary Structures.

There being no further business, the meeting was adjourned at 8:58 P.M.

Respectfully submitted,
Catherine Crockford

Selectmen's Minutes: November 21, 2005

Present: Selectmen Carroll E. Bewley, Susan Mitchel, Barbara Kerr; Pam Brown; Cathy Crockford.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mrs. Kerr made a motion to approve the minutes of the November 14, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous.

Pam Brown introduced herself to the Selectmen, having applied for the temporary Transfer Station attendant position. The Selectmen thanked Ms. Brown for applying for the position and will communicate both starting date and salary with her once they have finalized both.

Current Use Application Procedures

In an effort to address previous problems with Current Use applications, Mr. Bewley distributed a suggested town cover sheet for this standardized application which includes reminders and explanations.

Employee Handbook Policy Review: Holidays

A department head asked the Selectmen to consider offering all full-time town employees

the □day after Thanksgiving□ as a paid holiday. The Selectmen were open to the idea, but wanted more information about neighboring towns, the potential costs to the town, and requirements for paying double-time +1/2 if an employee is called into work.

Durgin Bridge Engineering Study

Mr. Bewley spoke with a local engineer and asked him to do a cursory review of Durgin Bridge so he could provide suggestions on wording for a bid proposal to distribute to engineers.

Mr. Bewley suggested that it might be best to gather estimates for the study and put that expenditure as a warrant item for the 2006 Town Meeting.

Selectmen's Reports:

Mrs. Kerr attended the HDC meeting this past Tuesday. An application was approved, and there was discussion about improving the application guidelines. Members of the HDC voiced their disapproval of the new sign choice at the corner of Grove St. & Skinner St. and will address this with the State. Mrs. Kerr made one building permit application inspection on Skinner St.

Mrs. Mitchel performed two building permit application inspections. One was denied because the septic plan did not meet our town setbacks requirements; the applicant will be encouraged to apply to the ZBA for a variance.

Mrs. Mitchel attended a Stewart□s Ambulance meeting. The proposed contract was signed by the other three member towns. Mrs. Mitchel did not sign it, needing approval first from our Town Counsel. It was also noted that the contract did not include actual dollar amounts owed by each town. Mrs. Mitchel obtained those figures and shared those with the Selectmen.

Mrs. Mitchel met with a tree contractor to go over a bid proposal for work at Town Beach. She also met with someone on providing an estimate on painting the □Town of Sandwich□ signs that are located at each major town boundary.

Other Business:

Mrs. Crockford shared some of the changes that must take place with Committee minutes submission, correcting draft minutes, notice of decisions, etc.- many per state statutes- per the archivist Craig Evans. It was recommended that the Committee Chairs attend a Selectmen□s meeting with the archivist to review needed changes and requirements. Mr. Bewley mentioned that the administrative office could offer more support if the Committees needed it, especially with the additional hours of the new Assistant.

It is time to consider candidates for the Volunteer and Employee recognition awards.

Mrs. Crockford will mail out the pertinent information to both department heads and committee chairs.

There was discussion of the employee holiday party that is to take place on December 11, 2005.

The Selectmen reviewed employee reviews from other sources and favored the employee review form from the Town of Moultonboro. Mrs. Mitchel will adapt the form to fit Sandwich's needs.

Mrs. Crockford informed the Selectmen of the new rates from Healthtrust that are to start on July 1, 2006. The rates for regular town employees reflect a 22.3% increase, and the

rates for medicomp members reflect a 26.4% increase.

At 8:45 P.M. Mr. Bewley made a motion to enter into Nonpublic Session per RSA 91-A:3, II(b), for the hiring of a public employee. Mr. Bewley-aye; Mrs. Mitchel-aye; Mrs. Kerr-aye.

At 8:47 P.M. the Selectmen left Nonpublic Session. The minutes will not be sealed. Mr. Bewley made a motion to hire Pam Brown as a temporary Transfer Station attendant with an hourly wage of \$11.03; motion seconded by Mrs. Mitchel and the vote was unanimous.

There being no further business, the meeting was adjourned at 8:48 P.M.

Respectfully submitted,
Catherine Crockford

Selectmen's Minutes: November 14, 2005

Present: Selectmen Carroll E. Bewley, Susan Mitchel, Barbara Kerr; Rich Benton; Cathy Crockford.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mrs. Kerr made a motion to approve the minutes of the November 7, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous.

Public Hearing:

Mr. Bewley opened the public hearing at 7:43 P.M. and asked for any comments on the expenditure of \$3,000 to the Coalition Communities per the 2005 Warrant Article. Hearing none, the Public Hearing was adjourned at 7:44 P.M.

Decision for Public Hearing: Mr. Bewley spoke to the Coalition spokesperson and it was suggested that the town continue funding this initiative through 2006. Mr. Bewley shared his opinion that because this Coalition did work on the donor towns behalf throughout 2005, and because we did make a commitment, and received value, the town should send the Coalition the \$3,000. Mrs. Kerr agreed and stated that we should honor our intent. Mr. Bewley made a motion to send the Coalition Communities \$3,000 as voted on at Town Meeting; motion seconded by Mrs. Mitchel and the vote was unanimous.

Durgin Bridge Engineering Study:

Durgin Bridge is inspected by the State every two years to make sure it is still safe to use for vehicular traffic. The Selectmen would like to hire an engineering firm to conduct a more thorough study on the bridge's general condition and need for repair & restoration. Mr. Bewley will compose a list of requirements for the study to send to engineering companies so they can bid on the project. Mr. Bewley made a motion for the

town to undertake an engineering study on the condition of Durgin Bridge; motion seconded by Mrs. Mitchel and the vote was unanimous.

Selectmen's Reports:

Mrs. Mitchel received a complaint about a potential violation to our zoning ordinance on a property in North Sandwich. The complaint addressed an occupied trailer/mobile home parked towards the back of a property that already contains a house. Mrs. Crockford believed that this issue had been addressed in the past and that it was determined that the trailer was parked on a separate property, but she will look into it further.

This Friday there will be another Stewart's Ambulance meeting to finalize the contract. The local Fire Chiefs agreed to Stewart's proposal of reduced paramedic coverage, as long as the contract can be reviewed quarterly to make sure it is meeting the town's needs.

Mr. Bewley attended the inspection of a failed septic system last Thursday, November 10. Both professionals who attended the inspection, Dr. McVicar and Mr. Danielovich, agreed that the owner should cap off the pipe to the septic from the house and Mr. Danielovich felt that the leachfield should be re-covered. The owner was agreeable to both recommendations. The owner will be asked to send a letter advising the town when both requirements are complete. Another inspection will occur at that time.

Mr. Bewley addressed the Concord Coach ownership that was questioned by the Quimby Trustees at last week's Selectmen's Meeting. Mr. Bewley reviewed the earlier paperwork that the town has gathered on the Coach's ownership. Mr. Benton provided a summary of the history of the Coach and stated that he and his committee will assemble the appropriate agreements between the Historic Society, Fair Association and Town so there will no longer be any question of the town's ownership.

Mr. Bewley spoke to Peter Pohl in his role as a member of the Town Forest Committee and asked him to review the proposal submitted by a contractor for the tree work at the Squam Lake Beach and Library. Upon request, Mr. Pohl suggested a few other tree experts that could provide bids on the job.

Other Business:

The Selectmen reviewed the Avitar assessing proposal and determined that it lists different items than MRI's proposal. Mr. Bewley asked Mrs. Huff and Mrs. Crockford to put together a list of specific items for both MRI and Avitar to bid on so it will be easier to compare the two.

The Selectmen have still not received a response from a property owner on Holderness Road who built a deck on his home without a building permit application. They will send a certified letter to the property owner with a sterner message requiring compliance.

There has been a very positive response to the Adopt-a-Road Program proposed by the Selectmen in the last newsletter. The Selectmen reviewed the Adopt-a-Road policy that Mr. Bewley composed and agreed on its content. A policy was deemed necessary because those volunteers in this program will be covered by the town insurance liability policy. A letter will be written to those residents who expressed interest in volunteering for this program. Mr. Bewley made a motion to approve the Adopt-a-Road Policy as written; motion seconded by Mrs. Mitchel and the vote was unanimous.

It was suggested at last week's Budget Committee meeting that the CIP Committee may

want to meet throughout the year on a quarterly basis to help improve the process. The Selectmen will continue to think about this issue this week and try to formulate a solution for next week's Selectmen's meeting.

Mrs. Crockford informed the Selectmen that the office requires more file cabinets to house the property folders. Space is extremely limited in the office so the additional cabinets may require the copier be moved to the meeting room. Other configurations will be attempted first, since the copier will need to be password activated if it is in the public meeting room.

Mrs. Crockford alerted the Selectmen to all the pertinent deadlines for the upcoming budget/Town Meeting season.

The Selectmen concurred with a suggestion from Carl McNall that the next Town quarterly newsletter include a note on the upcoming public hearings and Town Meeting vote on proposed zoning ordinance changes.

At 9:05 P.M. Mr. Bewley made a motion to enter into Nonpublic Session per RSA 91-A:3, II(b), for the hiring of a public employee. Mr. Bewley-aye; Mrs. Mitchel-aye; Mrs. Kerr-aye.

At 9:15 P.M. the Selectmen left Nonpublic Session. The minutes will not be sealed. The Selectmen are pleased to announce that they have made a unanimous decision to hire Jennifer Wright for the position of Selectmen's Assistant which will begin on January 1, 2006.

There being no further business, the meeting was adjourned at 9:20 P.M.

Respectfully submitted,
Catherine Crockford

Carroll E. Bewley, Chairman

Susan C. Mitchel

Barbara J. Kerr

Selectmen's Minutes: November 7, 2005

Present: Selectmen Carroll E. Bewley, Susan Mitchel, Barbara Kerr; Joe Lessard, Bert & Cecelia Hansen, David Engels, Derek Marshall, Susan Wiley, Peter Pohl, Joanne Haight; Cathy Crockford.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mrs. Kerr made a motion to approve the minutes of the October 31, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous.

Municipal Resources Inc.: Discussion of Assessing Contract:

Mr. Lessard explained his recently submitted contract proposal as Assessor for the Town. Municipal Resources (MRI) is the town's current assessor and their contract expires at the end of this year. Their proposal for continuing their services between January 2006 and December 2008 would be approximately \$21,664 annually. This rate

includes the continued assessing of □pick-ups□ (building permits, subdivisions, etc.), as well as reviewing 1/3 of the town□s properties each year to prepare for the state-mandated 5-year reevaluation. The cost to the town annually can be broken down to \$29.00/parcel. Mr. Lessard is hesitant to do a full evaluation on each property prior to 2008 since the Assessing Standards Board is likely to change their requirements in the future. Mr. Lessard also informed the Selectmen that MRI is able to provide additional assessing services for the town like the equalization surveys and MS reports. MRI is knowledgeable about our assessing software (Civicware), but their current practice is to make assessment changes directly on the printed property cards and the office staff in the Selectmen□s office then keys in the changes to Civicware. The Selectmen thanked Mr. Lessard for his time and efforts.

Alfred Quimby Fund: Budget Review with Trustees:

Mrs. Wiley indicated the receipt of the letter from the Selectmen listing the request for funding for proposed projects/equipment by the Quimby Fund. She did note that the letter did not include the \$30,000 the Quimby Fund pays to cover part of the Parks & Rec department operating expenses. They intend to donate that amount as promised. The other proposed items include: Skating Rink repairs/liner, purchase of a baler for the Transfer Station, Concord Coach repairs, First Aid Course, Fireworks, Whiteface Fire Station (new siding on one side), the painting of one or more sides of Town Hall each year, and Old Home Week expenses. The Quimby Trustees shared a few questions and concerns about a few of these proposals, needing more information before making their decision next week.

The Parks & Recreation Committee submitted two proposals for resurfacing the basketball court at the Sandwich Central School. The Selectmen agreed that Nancy Morton should first speak to John Hansen at the school to determine support, and then ask the School Board if they are willing to match funds. Mr. Bewley made a motion to give Nancy Morton permission to speak to the school about the basketball court project; motion seconded by Mrs. Mitchel and the vote was unanimous. The Quimby Trustees found the project appealing and asked to be kept informed.

Selectmen's Reports:

Mr. Bewley reported that he received a phone call from Mr. Engels who expressed concern over the exposed failed septic system on his neighbor□s property on Dinsmore Pond. Mr. Engels had contacted the town□s Health Officer, Dr. Doug McVicar, and the State DES to determine if there is any violation with state or town health standards. Mr. Bewley had thought that Dr. McVicar had already inspected the site and determined that it did not present a health hazard. In fact, Dr. McVicar had not inspected the site yet. The Selectmen unanimously agreed that an inspection should be completed. Dick Ducsay of DES stated, according to Mr. Engels, that the open septic system needed to be either backfilled or capped off at some point. Mr. Hansen assured the Selectmen that once the septic system was found to have failed, they had been extremely careful not to run any water at all into it, and had brought in a port-o-potty for the site.

Due to the location and size of the lot (and a reported boundary dispute), the failed septic system may be difficult to replace.

Mr. Bewley confirmed the inspection of the septic system is scheduled for Thursday,

November 10 at 9:00 A.M. and stated that it is to be attended by Mr. Bewley, Dr. McVicar, and Steve Danielovich, a septic designer. Mr. Engels plans to be present at the inspection. Mr. Bewley pointed out that he should obtain Mr. Hansen's approval to enter upon Mr. Hansen's property.

Mrs. Kerr reported that "Blimpie Day" last Thursday was a big success, with 350 sandwiches distributed to residents. The whole Central School appeared for the proclamation at 10:15 A.M., and they were given free Blimpie coloring books and cookies. Blimpie provided free sandwiches to all the firemen who were working on a fire down the road on Route 109 in Moultonboro.

Mrs. Mitchel attended a Parks & Rec meeting last week. The re-surfacing of the basketball court was discussed as well as plans for Winter Carnival. She also attended the Stewart's Ambulance meeting in which Stewart's discussed some modifications to their contract with regard to paramedic presence.

As Chair of the Sandwich Children's Center Board, Joanne Haight thanked the Selectmen for their efforts in having Blimpie donate \$250.00 to the Center. The Children's Center Board decided to use that money toward the new 8 week Mountaintop Music program starting at the Center.

Mr. Bewley attended a Planning Board meeting where the issue of Temporary Structures was discussed. The Planning Board decided not to pursue adding this category to the Zoning Ordinance, believing that a building permit application should be required for any structure. Walter Mitchell provided a list of lawyers for the town to use for the Hoag Island abatement appeal since there is a conflict of interest with this case in his office. Mr. Bewley made a motion that the town hires Mark Puffer in Concord as an alternate attorney for the abatement legal challenge by Hoag Island Trust; motion seconded by Mrs. Mitchel and the vote was unanimous.

Chief Young inspected a property that was reported to have too many unlicensed vehicles stored on it. Chief Young found the property to now be in compliance and therefore any fines should be waived. Mr. Bewley made a motion to waive any fines charged to a property owner for having too many unlicensed vehicles; motion seconded by Mrs. Mitchel and the vote was unanimous.

There have been some volunteers expressing interest in the Adopt-a-Road project. The Selectmen discussed sending a letter to those who have expressed interest, and will state that the town will provide both garbage bags and reflective safety vests.

The Selectmen added a small modification to the Recycling Ordinance in the paper recycling section: Newspaper, magazines, cardboard will be "required" to be recycled, while office paper will be "strongly encouraged" to be recycled. It was thought that recycling office paper may make some residents uncomfortable due to its personal nature. A public hearing will take place to accept this amended ordinance on November 28th.

There being no further business, the meeting was adjourned at 9:07 P.M.

Respectfully submitted,
Catherine Crockford

Carroll E. Bewley, Chairman

Susan C. Mitchel

Barbara J. Kerr

Selectmen's Minutes: October 31, 2005

Present: Selectmen Carroll E. Bewley, Susan Mitchel, Barbara Kerr; Susan Bryant Kimball, Chip Kimball, Rich Benton; Cathy Crockford.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mrs. Mitchel made a motion to approve the minutes of the October 24, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Kerr and the vote was unanimous.

Mr. & Mrs. Kimball reported that someone had trespassed on their property, R1-53B, and painted blazes on trees and flagged them on a trail they use for personal recreation. This property is in current use and they have a recreational adjustment for it, encouraging their neighbors to hike the trail if they wished. It was very disconcerting for them to discover this vandalism, and they feel that they must now remove the recreational adjustment. They regret having to take this action, but feel they must have the ability to post this land when necessary. Mr. Bewley asked the Kimballs to supply them with a formal letter requesting the removal of the recreational adjustment so the office will have an official document.

Sandwich Coach Committee Update:

Rich Benton explained the three parts to the Coach Committee's charter: to oversee the repair and preservation of the Concord Coach; to review and offer solutions to its long-term lodging, and to review the guidelines that govern its use. After the Coach was appraised and the town provided with a Condition Report, the Coach Committee has met to decide on the next step in its preservation. They have decided to have the wheels repaired first, with the leather thoroughbraces also needing cleaning. The Coach Committee has asked the Selectmen for \$5,000 to be included in the 2006 budget to cover these repairs. They are hoping to have a revenue offset of this expenditure, either with private donations or with help from the Quimby Fund. The Committee plans on displaying the Coach during Old Home Week, possibly scheduling a presentation on its history. Because the wheel repairs may take between 4 and 5 months, Mr. Benton inquired if the \$5,000 placed in the budget could be expended before Town Meeting in March. The town is not allowed to expend any monies from the budget before they are approved at Town Meeting, but the Auditor will be asked as a courtesy. Mr. Benton encouraged the town to accept more financial responsibility for the Coach in the future, estimating future repairs for its preservation at \$40,000.

Selectmen's Reports:

Mrs. Mitchel reported that she inspected two building permit applications. Mrs. Kerr attended the Municipal Records Advisory Committee meeting in which the members were informed of their responsibilities in producing a records management policy, as well

as advising the Selectmen on how best to store and retain their records. Mrs. Kerr alerted the Selectmen that the town will need to purchase a larger vault in the near future.

Mr. Bewley inspected one building permit application. He presented and summarized the response to the Planning Board on Temporary Structures. Mr. Bewley noted that some neighboring towns require building permit applications for any structure, either permanent or temporary, while others do not require building permits for temporary structures, but requiring them to be removed after only two months.

Mr. Bewley will put an ad on the Sandwich Board for the sale of the large conference table, asking \$100 for it.

Mrs. Huff requested the Selectmen to approve Mrs. Crockford adding another full day to her schedule in the Selectmen's Office so she can be better trained to take over the Administrative Assistant position. Mr. Bewley made a motion to approve increasing Mrs. Crockford's hours in the Selectmen's Office to 32 hours/week; motion seconded by Mrs. Kerr and the vote was unanimous.

Colin Weeks has expressed concern that there is no back-up coverage for the Transfer Station when one of the full-time attendants needs a day off. Mr. Bewley made a motion to advertise for a "fill-in" attendant, to be on-call as needed at the Transfer Station; motion seconded by Mrs. Mitchel and the vote was unanimous.

Lakes Region Conservation Trust (LRCT) was erroneously taxed for their properties on which they have tax-exempt status. Mr. Bewley made a motion to grant an abatement to LRCT in the amount of \$1,787.00; motion seconded by Mrs. Mitchel and the vote was unanimous.

The Bald Peak Community Fund informed the Selectmen that they are donating \$30,000 to the Tri-County CAP program, with Sandwich being designated as one of the primary targeted beneficiaries. They also donated monies to the Carroll County Health and Home Care and VNA-Hospice of Southern Carroll County. The Selectmen will send this Community Fund a thank you letter acknowledging their generosity.

Mrs. Kerr made a motion to accept \$3,719.70 from the NH State Library for the Archival Vault Project; motion seconded by Mrs. Mitchel and the vote was unanimous.

Today was the deadline for applications for the Selectmen's Assistant position. The Selectmen received five applications and will schedule interviews to take place next week.

Mrs. Mitchel made a motion to once again purchase turkeys for town employees as a gift for Thanksgiving; motion seconded by Mrs. Kerr and the vote was unanimous.

There being no further business, the meeting was adjourned at 9:05 P.M.

Respectfully submitted,
Catherine Crockford

Carroll E. Bewley, Chairman

Susan C. Mitchel

Barbara J. Kerr

Selectmen's Minutes: October 24, 2005

Present: Selectmen Carroll E. Bewley, Susan Mitchel, Barbara Kerr; Dan Peaslee, Jonathan Peaslee; Cathy Crockford.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mrs. Kerr made a motion to approve the minutes of the October 17, 2005 Selectmen's Meeting as written; motion seconded by Mrs. Mitchel and the vote was unanimous.

Dan & Jonathan Peaslee requested the Bill of Sale from the town for the fire truck that R.N. Peaslee & Sons recently bid on and won.

AED Grant Gift from SLACC:

The Squam Lakes Area Chamber of Commerce applied for a grant to request AEDs (Automatic External Defibrillators) for some of the rural communities that are within their Chamber of Commerce area. They were awarded the grant and will supply the Sandwich Police Department with one of these AEDs, valued at \$1,200.00. Mr. Bewley made a motion to accept the gift of the AED from the Squam Lakes Area Chamber of Commerce; motion seconded by Mrs. Mitchel and the vote was unanimous.

Budget Discussion:

The Selectmen need to determine the □carryovers□ from the 2005 Budget to the 2006 Budget. The two items that have unexpended monies that can be carried over are: The \$5,000 for the Building Committee and the Conservation Grant for invasive species. Mr. Bewley made a motion to carry over these two items to the 2006 Budget; motion seconded by Mrs. Mitchel and the vote was unanimous.

The Selectmen discussed possible items in the budget to be covered by Quimby donations. These items include: Skating area liner, a new baler for the Transfer Station, Concord Coach repairs, town-wide First Aid Course, Durgin Bridge engineer study, town fireworks, re-siding a part of the Whiteface Fire Station, painting Town Hall, and Old Home Week expenses. A letter will be written to the Quimby Trustees listing these requests, to be followed up by a discussion by both parties at a future Selectmen□s meeting.

The Selectmen need to determine if they are still willing to donate to the Coalition legal fund next year. In past years, the town has donated \$3,000. Mr. Bewley suggested that we consult our Town Counsel as to the effectiveness of this donation next year.

Colin Weeks suggested that we increase the plow rate for Sandwich Central School from \$100 per plow, to \$150 per plow. Mrs. Mitchel made a motion to approve the new per plow rate at Sandwich Central School to \$150; motion seconded by Mrs. Kerr and the vote was unanimous.

Per last week□s Selectmen□s meeting discussion, Mr. Bewley made a motion to approve the expenditures on the skating rink for improvements including a new liner, subject to reimbursement from the Quimby Fund; motion seconded by Mrs. Mitchel and the vote was unanimous.

Selectmen's Reports:

Mrs. Kerr attended an HDC meeting on Oct. 18th during which two applications were reviewed. The HDC approved the application from the Children's Center for a new metal roof on part of the building, and they approved two new lights for the skating rink, with conditions on the wattage and type of bulbs. The HDC also discussed the Right to Know law and better procedures on processing new applications to make sure they are complete.

Mrs. Mitchel attended a Library Trustees meeting in which there was a discussion of the relationship between the Friends of the Library, Library Trustees and Library staff. They will begin using funds from the Columbia Fund (now called Invested Funds) to purchase new printers, cables, software and furniture for the Library.

Mrs. Mitchel attended another Stewart's Ambulance meeting in which it was learned that in the study of all the ambulance providers in the state that are able to offer our communities the services we require, Stewart's is able to give us the best cost per call. Based on this, Stewart's has been asked to provide a draft 5 year proposal, and a draft 5 year plus proposal to be presented at the next meeting on November 3rd. Mrs. Mitchel made a motion to accept for review the contract drafts by Stewarts for their five year proposed contract; motion seconded by Mrs. Kerr and approved unanimously.

Mr. Bewley is pleased to announce that the Department of Revenue approved our new town tax rate of \$9.09 per thousand, a decrease of \$.52 from last year's rate.

Mr. Bewley made a phone call to the Department of Motor Vehicles to determine if the campers on a property are considered "motor vehicles", and therefore subject to inspection. They informed Mr. Bewley that trailers/campers that weigh 3000 lbs or less are not required to be inspected. The property owner will determine the weight of these campers to see if he is in compliance with our Zoning Ordinance in reference to unlicensed vehicles.

Mr. Bewley received a complaint about an open septic system that has failed on a property, asking if this is in violation of any town or state ordinances. Mr. Bewley spoke to the DES and they stated that is not in violation of their standards, nor do they feel it poses a health risk. The town's health officer has already inspected the site and also did not find it a health risk.

Town Counsel did speak with the lawyer representing the NH Electric Cooperative about tree maintenance on our scenic roads and proper application procedures. It was explained that the NHEC feels they do not need to apply for a scenic road cut through the Planning Board because they have easements on properties that allow them to do cutting. Town Counsel advised that even with these easements, he believes NHEC should apply for a Scenic Road Cut with the Planning Board to be in full compliance with the Scenic Road Act. A draft follow-up letter from the Selectmen to NHEC will be prepared for Town Counsel's review.

Other Business:

The Blimpie Corporation will be coming to town on November 3rd for National Sandwich Day. They will make a \$250.00 charitable contribution to the Sandwich Children's Center, and will provide free sandwiches to all town residents who appear at Town Hall.

The Taylor Home wrote a letter to the Selectmen requesting to make a payment in lieu of

taxes (PILOT) since they still feel that they are a charitable organization. Our Town Counsel provided the Selectmen with a draft reply stating that given the recent court decisions, the Town of Sandwich will accept payment of property taxes in full, not a PILOT. Mr. Bewley made a motion that our Town Counsel send the letter to the Taylor Home as written; motion seconded by Mrs. Mitchel and the vote was unanimous. The Selectmen have scheduled a meeting with the Trustees of the Trust Funds to review current trusts and their intents for Tuesday, October 25 at 9:00 A.M.

There being no further business, the meeting was adjourned at 8:47 P.M.

Respectfully submitted,
Catherine Crockford

Carroll E. Bewley, Chairman

Susan C. Mitchel

Barbara J. Kerr

Selectmen's Minutes: October 17, 2005

Present: Selectmen Carroll E. Bewley, Susan Mitchel, Barbara Kerr; Louis Brunelle, Ron Davis; Cathy Crockford.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mr. Bewley made a motion to approve the minutes of the October 3, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous. Mr. Bewley made a motion to approve the minutes of the Work Session on the Sticker Ordinance from October 5, 2005 as written; motion seconded by Mrs. Kerr and the vote was unanimous.

Fire Truck Bid:

The Selectmen accepted a sealed bid for the purchase of the 1982 Chevrolet pumper fire truck. This bid was in the amount of \$4,751.00 and was submitted by Dan Peaslee. Mr. Bewley made a motion to sell the fire truck to Dan Peaslee for the amount of \$4,751.00 with the payment to be received within 30 days; motion seconded by Mrs. Mitchel and the vote was unanimous.

Louis Brunelle reported that Engine #4 is in need of a pump overhaul next year. This additional expense of \$3-5,000 will be added to his vehicle maintenance line in next year's budget. He explained that fire ponds are tough on the pump systems because of the draw of both silt and gravel.

Unlicensed Vehicles:

Ron Davis reported that two of the unlicensed vehicles that were stored on his property have been removed. Two more vehicles are scheduled to be removed on Tuesday, October 18th. The removal of these four vehicles will enable Mr. Davis to be in

compliance with our town zoning ordinance. Mr. Bewley made a motion that if action to remove the vehicles is completed within a reasonable time, we will waive the daily violation fine; motion seconded by Mrs. Mitchel and the vote was unanimous. There are still 2-3 campers on his property that have yet to be removed. Mr. Davis inquired if the campers are considered □motor vehicles□ according to our zoning regulations, or if they can remain on the property and used for storage. Mr. Bewley will research this issue further and respond to Mr. Davis with the information.

Sticker Ordinance:

Mr. Bewley summarized the recent work session suggestions on our sticker policy and highlighted those areas in which everyone was in agreement. Mr. Bewley made a motion:

To provide better signage at both the Potholes and Squam Lake Beach so visitors will know that a permit is required.

To require the Transfer Station personnel to check vehicles for valid permits

To provide personnel at the Transfer Station to sell beach/dump stickers for two weekends in January

To provide personnel at the Squam Lake Beach to sell beach/dump stickers for two weekends in late June, early July.

To provide a form with the January newsletter so residents can purchase their stickers by mail more easily

To set up a fixed schedule for appeal hearings on sticker tickets issued;

Motion seconded by Mrs. Mitchel and the vote was unanimous.

Skating Rink Improvements:

Park and Rec Committee submitted a proposal for the purchase of a skating rink liner and new lights. The Quimby Trustees have indicated verbally that they will fund the proposed improvements. The cost of the total package is \$5,800.00. The Selectmen agreed to support this project, but Mr. Bewley will remind Mr. Danielovich that in the future it is best for the Selectmen to approve expenditures before the Quimby Trustees are asked for funds.

Blimpie Sandwich Day:

Blimpie International has requested that our town sponsor a PR visit from them for National Sandwich Day on November 3, 2005. They suggested that the Selectmen issue a "proclamation" changing the town name for the day from □Sandwich□ to □Blimpie□, and in exchange our residents will receive free sandwiches on that Thursday. Blimpie International hopes to have national press coverage for this event. The Selectmen are in support of this idea, but felt that the promo would better serve the town if a charitable donation could be made that would benefit our residents. Mr. Bewley made a motion that Blimpie International could come to our town on National Sandwich Day, November 3, 2005, however instead of providing just free food, that Blimpie make a donation to a charitable organization in Sandwich; motion seconded by Mrs. Mitchel and the vote was unanimous.

Selectmen's Reports:

Mrs. Mitchel attended another Stewart's Ambulance meeting on October 4. The fire chiefs will check with 12 other ambulance companies to determine if their cost per call is comparable to Stewarts. The next meeting is scheduled for October 18. Mrs. Mitchel inspected two building permit applications. She had a request that the "Welcome to Sandwich" signs at the town lines be re-painted. Mrs. Mitchel will inquire further about a potential sign painter.

Mr. Bewley inspected a building permit application for a well at the Federated Church. The application was denied due to setback requirements; the Church was urged to file an application with the Zoning Board for a variance. Mr. Bewley attended the Planning Board meeting on October 6 during which two subdivisions applications were processed, a presentation on wetland setbacks was given by Rick Van de Poll, and reports provided by the ordinance sub-committees. Mr. Bewley attended a ZBA meeting on Oct. 13th during which an application was discussed. This application for a variance was continued until the December meeting because the applicant was asked to hire a wetlands scientist to map their property.

The P&R department was asked to take the flags down around town; they can ask the highway dept. for help if necessary.

Other Business:

The Selectmen reviewed the changes to the building permit application. Mr. Bewley made a motion that they adopt the new building permit application and procedures going forward; motion seconded by Mrs. Mitchel and the vote was unanimous.

The Selectmen discussed a letter from Bob Butcher in which he explained why he has been unable to commit to more time to the Building Committee until next year. The Selectmen felt that since the report from this Committee was not due until next year anyway, Mr. Butcher should remain on as Chair and can delay doing the bulk of the work until that time. The \$5,000 that was placed in the budget for this committee will be carried over in next year's budget. Nancy Morton's new P&R building proposal will be sent to Mr. Butcher for his committee's review.

A letter was mailed to Ambrose Bros. Inc. asking them to address the accuracy of their Gravel Yield reports.

The Selectmen reviewed the District Elementary Enrollment Committee's final draft report for the School Board. They commented that it was thorough and well-written.

Mr. Bewley made a motion to appoint Blair Newcomb to the Municipal Records Advisory Board; motion seconded by Mrs. Mitchel and the vote was unanimous.

Mrs. Mitchel reported on feedback she received from the Local Government Center on the pros and cons of having a Code of Ethics policy for the town. After a brief discussion, the Selectmen all agreed that it was not necessary to take any action on implementing this policy at this time.

With the new appointment of a Selectman, changes in Committee assignments and Points of Contact are necessary.

Mr. Bewley made a motion to re-orient the assignments as follows:

Points of Contact:

Barbara Kerr: Fire Department
Town Office

Carroll Bewley: Police Department
Highway Department
Susan Mitchel: Park & Rec
Library

Committee Assignments:

Barbara Kerr: Conservation Commission
Historic District Commission
Carroll Bewley: Planning Board
ZBA
Susan Mitchel: Park & Rec.
Planning Board (Alt.)

Motion seconded by Mrs. Mitchel and the vote was unanimous.

There being no further business, the meeting was adjourned at 9:37 P.M.
Respectfully submitted,
Catherine Crockford

Carroll E. Bewley, Chairman Susan C. Mitchel Barbara J. Kerr

Selectmen's Minutes: October 3, 2005

Present: Selectmen Carroll E. Bewley, Susan Mitchel; Carl McNall, Rich Benton, Barbara Kerr, Jim Bakas, Tom & Deb Neubauer; Cathy Crockford.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mr. Bewley made a motion to approve the minutes of the September 26, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous.

New Hampshire Electric Cooperative:

In response to a recent complaint from a resident about an unapproved scenic road cut on Basket Street by NHEC, the Selectmen requested that representatives from the electric company attend the meeting to discuss our town scenic road cut procedures. The town adopted the Scenic Road Ordinance in 1974 and, therefore, permission is required to cut trees that are greater than 5" in diameter within the town road right of way (this Ordinance does not pertain to state roads). In order to perform a road cut, the applicant must fill out the Planning Board application, mark the trees that are going to be cut, attend a site walk with Planning Board members, and attend the Planning Board public hearing to determine approval for the cut. Carl McNall and Rich Benton described the recent PSNH scenic road cut application and the ease in which it was approved because of the preparatory work the arborist from PSNH had done.

Mr. Bakas and Mr. Neubauer explained that the reason that NHEC had not filled out the town scenic road application was that they were advised by their Counsel that as long as they had permission from the individual landowner to cut a tree, that superseded any application requirements or approvals by the Planning Board. Sandwich is in a different situation from other neighboring towns in that property owners own to the mid-line of the road. They explained that they always get permission from the landowner before they begin a road cut. They also pointed out that unlike PSNH, they have easements for all their primary lines. The Selectmen will consult with Town Counsel on this legal interpretation of the Scenic Road RSA.

Selectmen Office Positions:

Mr. Bewley stated that a decision needs to be made about whether to post the position of Administrative Assistant. Mr. Bewley explained that he does not feel it is necessary to post this position since Cathy Crockford has been an understudy of this position for two years and feels it is in the best interest of the town to promote Ms. Crockford. Mrs. Mitchel agreed that the historical knowledge of being in the Selectman's office for two years is invaluable. Both Mrs. Mitchel and Mr. Bewley felt Ms. Crockford's position of Selectmen's Assistant should be competitively filled.

Mr. Bewley made a motion to hire internally to fill the position of Administrative Assistant, and advertise for the position of Selectmen's Assistant with applications due on October 31st; motion seconded by Mrs. Mitchel and the vote was unanimous.

Selectmen's Reports:

Mrs. Mitchel attended the planning meeting for the Rec. department float for the Fair. She attended another meeting to discuss the ambulance contract. The Request for Qualifications action will be conducted informally by the Town Fire Chiefs to determine if any providers can even offer the services we now receive from Stewarts. Stewarts Ambulance will be notified that their contract is extended for one year until April 2007. Mrs. Mitchel will not be able to attend the HDC meeting on October 18th.

Mrs. Mitchel has been in discussions with the Sandwich Home Health Nursing about how best to implement emergency plans for residents of Spokesfield Common if they were to lose power for a long period of time.

Mrs. Mitchel wanted included in the upcoming newsletter a reminder from the fire department to make sure that chimneys are cleaned before winter and to not burn green wood.

Mr. Bewley reviewed a building permit application acceptance based on a recent submittal of a topo map of the property delineating the existence of steep slopes, but showing an area less than 15,000 square feet. Another issue about this property was the existence of a cabin, a concern because of our ordinance restricting two dwellings on a property. Mr. Bewley stated that the existing cabin does have a kitchen facility, but no running water, and therefore does not fall under the ordinance's definition of a dwelling. Mr. Bewley attended the DEEC meeting last week in which the discussion focused on multi-age classrooms at SCS as their final proposal to the School Board.

Other Business:

The Selectmen reviewed and made recommendations to the new building permit

application and procedures. Mr. Bewley made a motion to accept the template for the building permit decision form; motion seconded by Mrs. Mitchel and the vote was unanimous.

A committee will be established to review all the current and proposed town ordinances and policies.

There will be two work sessions this Wednesday morning; one on the sticker policy and one on the budget.

Per authority of RSA 33-A:3, the town will form a Municipal Records Advisory Board to advise the Selectmen on the management of municipal records. Mr. Bewley made a motion to form a Municipal Records Advisory Committee; motion seconded by Mrs. Mitchel and the vote was unanimous.

Selectman Appointment:

After a brief discussion about the opening on the Board of Selectman, Mrs. Mitchel made a motion to appoint Barbara Kerr as Selectman to serve on the Board until the town elections in March, 2006; motion seconded by Mr. Bewley and the vote was unanimous.

There being no further business, the meeting was adjourned at 9:37 P.M.

Respectfully submitted, Catherine Crockford

Carroll E. Bewley, Chairman

Susan C. Mitchel

Barbara J. Kerr

Selectmen's Minutes: September 26, 2005

Present: Selectmen Carroll E. Bewley, Susan Mitchel

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mr. Bewley made a motion to approve the minutes of the September 19, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous.

Selectmen's Reports:

Mrs. Mitchel attended the Historic District Commission meeting last week. She attended the Library Trustees Board meeting in which she resigned as a Trustee. She will remain involved in the Library as a contact person. Also in the Library meeting there was discussion about hiring an assistant for the Librarian, and discussion on the use of the Columbia Fund.

Mrs. Mitchel attended the organizational meeting for the P&R float for the Sandwich Fair.

She also went to the LGC sponsored workshop on municipal budgets and finance. She felt it was an excellent conference that provided great resources.

Mr. Bewley scheduled a budget review work session for next Wednesday morning at 9:00 A.M.

A Sticker Ordinance work session is also scheduled for next Wednesday morning at 8:00

A.M.

Mr. Bewley attended the CIP meeting last Tuesday evening during which the Highway Dept, Transfer Station and Sewer Trustees gave presentations. The Sewer Trustees highlighted the fact that the town system will need renovating, perhaps as soon as 2007. This renovation may be very costly. The town needs to consider revising the Sludge Ordinance based on differences with state regulations and the expiration in 2007 of our contract with the state facility in Franklin.

Mr. Bewley made two building permit application inspections. He will attend the DEEC meeting this Wednesday at which time they hope to draft a proposal to present to the School Board.

Mr. Bewley announced that Wendy Huff has resigned her position as Administrative Assistant, effective December 31, 2005. Mr. Bewley stated that he felt it was very considerate of her to remain in her position through that date to provide time for training. Mrs. Mitchel made a motion to allow Colin Weeks to take the town truck home during times of imminent stormy weather; Mr. Bewley seconded the motion and the vote was unanimous.

Mr. Bewley made a motion to hire Mario Penati as an attendant at the Transfer Station during Mike Welch's leave of absence; this position began on September 21, 2005 and has a rate of \$11.03/hour; motion seconded by Mrs. Mitchel and the vote was unanimous.

Other Business:

Mr. Bewley and Mrs. Mitchel discussed implementing an e-mail policy per the suggestion of Town Counsel during the "Right to Know" seminar. The e-mail policy will provide guidelines on using this as a means of communication for committee members, emphasizing that it should only be used for scheduling and noticing purposes, not for deliberation.

The other policy discussed was public access to town records - i.e. length of response time for copies and copy charges.

There being no further business, the meeting was adjourned at 8:20 P.M.

Respectfully submitted, Catherine Crockford

Carroll E. Bewley, Chairman

Susan C. Mitchel

Selectmen's Minutes: September 19, 2005

Present: Selectmen Carroll E. Bewley, Susan Mitchel; Louis Brunelle, John Martin, Rich Benton, Patsy Slothower, Stuart Kay, Chip Kimball, Joanne Haight, Dan Cunningham.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mrs. Mitchel made a motion to approve the minutes of the September 12, 2005 Selectmen's Meeting as written; motion seconded by Mr. Bewley and the vote was unanimous.

Mr. Bewley read a statement from Ben Shambaugh stating that he is resigning from his position as Selectman, effective immediately. Mr. Bewley said that he appreciated Mr. Shambaugh's level-headedness and fairness as a Selectman and will accept his resignation with regret. Mrs. Mitchel added that she valued Mr. Shambaugh's wealth of knowledge and that she will miss him.

Mr. Kimball suggested that perhaps an ethics policy should be drawn up for the town based on recent events. He also inquired about the status of the audit. Mr. Bewley confirmed that the audit is complete and available for review. Many towns had a delay in the completion of their audits because of the GASB requirements. Due to recent resignations, the office of Selectman will have a two-year and three-year term available in March 2006. The Selectmen will appoint a replacement for Mr. Shambaugh to complete a term through March.

Chief Louis Brunelle reported that the repairs on Engine #2 are complete. He attended a Stewart's Ambulance meeting with the other fire chiefs and they agreed that Stewart's Ambulance provides excellent service to the towns. They also agreed to extend the current contract for a year to allow time for more negotiation.

Sandwich Education Committee:

John Martin provided the Selectmen with an updated school survey. The SEC hopes to collect data provided from this survey to effectively determine the direction of the education portion of the Master Plan. The last education survey was done 15 years ago and there needs to be more current data. The SEC hopes to gauge the efficacy of education at all age levels, and with this survey receive both general and specific comments. The data can be used for both the town Master Plan and for pending educational issues in Sandwich. The Selectmen expressed their approval of the scope of the questionnaire. This survey will be sent out to all property owners and residents with the quarterly newsletter targeted for the end of September.

The questions brought up by the audience addressed how much Sandwich pays per pupil in the District, home school numbers, and the annual costs of running Sandwich Central School. Mr. Martin provided statistics/information relative to these questions. Mr. Bewley reported on the most recent DEEC meeting that he attended. He feels that at this point the DEEC is leaning towards multi-age classrooms at SCS as their final proposal to the Interlakes School Board. It is too late in the year to receive sponsorship of a bill to establish a Village District, if the town did decide to pursue that option.

Selectmen's Reports:

Mrs. Mitchel attended another Stewart's ambulance meeting to further address their contract. It was decided that other ambulance companies would be considered based on their qualifications, rather than just cost comparisons. Mrs. Mitchel also completed a building permit inspection.

Mrs. Mitchel noted that Steve Danielovich requested to rescind his recommendation to charge fees for the hockey and skating programs. He felt that rather than begin charging fees for one program, that all P&R programs should be evaluated to determine if fees should be attached.

Mrs. Mitchel made a motion to suspend the fees associated with the P&R hockey and skating program; motion seconded by Mr. Bewley and the vote was unanimous.

Mr. Bewley reported that he made three building permit application inspections. One septic application was denied and the owner was advised to apply to the ZBA for a variance. Another application needs further research based on the presence of steep slopes. Mr. Bewley will study the survey more closely to determine if the application falls under our ordinance's steep slopes guidelines.

Mr. Bewley stated that the next DEEC meeting will be on September 28th at the Humiston Building at 3:00 P.M. At that meeting the committee hopes to draft a recommendation to the School Board.

Mr. Bewley attended the Sandwich Housing Committee meeting where they further discussed becoming a non-profit.

The CIP committee met last week and heard presentations by the Library, Town Hall, and the P&R department.

The IRS increased the mileage reimbursement from .415 cents to .485 cents/mile for September through December 2005. Because the town did not budget for this increase, Mr. Bewley made a motion to not increase the town's mileage rate at this time; motion seconded by Mrs. Mitchel and the vote was unanimous.

Taylor Home has withdrawn their appeals at the BTLA for tax exemption with the Town of Sandwich. The Town has a total of \$168,880 in designated funds that can now be released to the undesignated surplus fund.

Other Business:

The Interlakes School District has not yet filed their MS report to DRA. The Selectmen recently wrote them a letter urging them to file so we can set our tax rate on time.

There being no further business, the meeting was adjourned at 8:55 P.M.
Respectfully submitted, Catherine Crockford

Carroll E. Bewley, Chairman

Susan C. Mitchel

Selectmen's Minutes: September 12, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan Mitchel; Samantha Tilton, Dan Cunningham, Nancy Morton, Steve Danielovich; Wendy Huff.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mrs. Mitchel made a motion to approve the minutes of the August 29, 2005 Selectmen's Meeting as amended; motion seconded by Mr. Shambaugh and the vote was unanimous.

Mrs. Mitchel made a motion to approve the minutes of the Non-Public Session on August 29, 2005 as written; motion seconded by Mr. Shambaugh and the vote was unanimous.

Mr. Shambaugh made a motion to approve the minutes of the Work Session on September 7, 2005 as written; motion seconded by Mrs. Mitchel and the vote was unanimous.

LRPC: National Flood Insurance Program

Samantha Tilton of the LRPC reviews local ordinances and discusses relevant concerns with those towns who are members of the National Flood Hazard Insurance Program. Sandwich has been part of this program since 1975. Ms. Tilton presented the Selectmen with examples of the flood maps that the federal government created showing the "concern" flood areas, and the guidelines the LRPC uses when evaluating a town's compliance with this program. Ms. Tilton asked if we process many building permit applications that fall in flood plain zones. Mrs. Huff reported that there has only been one application in the last 8 years, and it was a replacement structure of one that burned. Ms. Tilton felt that our ordinances were very clear about building in flood hazard zones and met the LRPC requirements, especially in reference to mobile homes and manufactured housing. The flood zone maps are sometimes difficult to read when trying to locate specific properties; digitized maps should help with this problem and should arrive in the next year or two.

P&R Programs:

The Selectmen reviewed Nancy Morton's Fall P&R brochure with her and discussed the town's liability policies as they relate to P&R programs. They informed Nancy that the town liability coverage is specific to certain locations; arrangements would need to be made to add other locations to the policy. Fees for all programs under the P&R umbrella must go through the town. Instructors receiving payment for services must provide a Certificate of Insurance to the town. Mrs. Morton will clarify which programs are privately run, and those that are run through our P&R department. Program fees were discussed and the pros and cons of implementing them. The P&R Committee has been deliberating over this issue for several months and is finding it difficult to determine which programs should have fees attached. Steve Danielovich provided his personal opinion that fees should be consistent with all programs; he did not feel it was fair to charge one program and not another. He further encouraged that to be fair it would be better to charge all programs a fee, but pro-rate them based on time and materials, or charge no fees at all. There was a poll done with local towns to learn what fees each charged for their P&R programs; the results varied widely, but many do charge fees, and charge more to non-residents. Steve stated that he would be supportive of fees being charged for the skating/hockey program at Hamm Arena. Based on the actual costs to the town, he felt that \$25.00 would be an appropriate charge for the more expensive classes. Mr. Shambaugh made a motion to adopt a fee structure for the skating/hockey program with the following amounts: \$0 for the Learn to Skate; \$25 for the Hockey Skills Development; \$25 for the Learn to Play Hockey; and \$25 for the Ice Skating program; motion seconded by Mrs. Mitchel and the vote was unanimous.

The Selectmen decided it would be helpful to the Committee if Ms. Morton were to run an analysis on all the P&R programs for a year, factoring participants, time spent by P&R personnel, and materials into the study to best determine if a fee should be attached. The Selectmen enthusiastically praised the work Ms. Morton did on the brochure and her

work on introducing new programs.

Sandwich Education Committee:

Dan Cunningham of the SEC presented the Selectmen with the Committee's preliminary survey on education. A discussion followed about how best to ask questions in a survey in order to get representative responses. Mr. Cunningham stated that the SEC is meeting Tuesday evening to modify the survey. They intend to complete the survey in time to be included in the town's September newsletter.

Selectmen's Reports:

Mrs. Mitchel attended a Stewart's Ambulance contract meeting with neighboring towns to determine how best to proceed in their contract renewal. Last year, the towns voted to extend the Stewart Ambulance contract for another year, and this year they voted again for an extension until April, 2006. Due to fuel cost increases, Stewart's rates have increased more than they anticipated. Another meeting is scheduled this week to continue contract discussions.

Mr. Shambaugh reported that the town received a check for \$1000.00 from the NH Police Standards and Training to offset Sergeant Wyman's training costs this week.

Mr. Bewley received a call from a concerned property owner about an unauthorized tree cut on Basket Street. After visiting the site, Mr. Bewley learned that NH Electric Cooperative authorized the cut. The Selectmen wrote NHEC a letter stating that they must go through the proper application procedures with the Planning Board before doing any cutting on Sandwich Scenic Roads.

The Fair Association asked if RE/MAX could hold balloon rides on Quimby Field during Fair weekend. All proceeds made from the ride would benefit the Sandwich Children's Center. The Quimby Trustees support the effort, as long as a certificate of insurance is provided and all proceeds (no administration or other costs) go to SCCC.

Mr. Bewley attended the Planning Board meeting on September 1 where a subdivision application was approved, a steep slopes application processed, and the two sub-committees reported on their progress.

Other Business:

Mrs. Huff reported that Colin Weeks is using his road crew to provide help at the Transfer Station while Mike Welch is away. Better signage was discussed for the Transfer Station; Mr. Weeks and Mrs. Read will review the options that NH the Beautiful can provide for free. A meeting will be scheduled with both Transfer Station attendants and Mr. Weeks to review the updated Solid Waste Ordinance.

The Sweeper that was scheduled to be purchased this year (based on a warrant article) is going to be carried over to next year. After consulting with DRA, the funding can carryover to next year if the town enters into a purchase contract for the sweeper prior to year end. Otherwise, the funds lapse into the General Fund and a new warrant article will need to be written for 2006.

Chief Young received a complaint about a rope swing on Squam Lake Road. The property is owned by the Society for the Protection of New Hampshire Forests. The Selectmen will write the organization a letter notifying them of the complaint.

Chief Young reported that the trade-in value for the Crown Victoria is \$1,500.

The deadline for submitting a letter of interest in joining the Budget Committee was

today. Mr. Shambaugh made a motion to approve the Budget Committee members as listed: Betty Alcock, Rick Crockford, Susan Bryant Kimball, Dale Mayer, Tim Miner, Buzz Robinson, Christine Leachman-Yee, Carl McNall, and Dan Cunningham; motion seconded by Mrs. Mitchel and the vote was unanimous.

There being no further business, the meeting was adjourned at 9:43 P.M.
Respectfully submitted, Catherine Crockford

Carroll E. Bewley, Chairman Benjamin D. Shambaugh Susan C. Mitchel

Selectmen's Minutes: August 29, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan Mitchel; Louis Brunelle; Wendy Huff.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mr. Shambaugh made a motion to approve the minutes of the August 22, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous.

Mr. Shambaugh made a motion to approve the minutes of the Non-Public Session on August 22, 2005 as written; motion seconded by Mrs. Mitchel and the vote was unanimous.

Fire Department: Chief Brunelle reported that pump tests had been conducted on the four engines with the following results:

1. Engine 1: The engine temperature gauge and the engine oil pressure gauge need to be replaced. There is a leak by the booster tank and the warranty has expired; it will be determined if the tank can be repaired or if it needs to be replaced.
2. Engine 3: Some gauges need to be replaced.
3. Engine 4: There is extensive wear in the pump which may require a pump overhaul at a potential cost of \$5,000 - \$6,000. There was general discussion regarding the most effective screening on the intake valves to prevent sediment and gravel from damaging the pumps. Chief Brunelle noted that existing strainers are being replaced with more effective and efficient strainers. He will determine during the budget process whether he has sufficient funds to cover the cost of the pump overhaul in the 2005 budget.
4. Engine 2: The truck failed two pump tests. The tank started losing foam 4 - 6 weeks ago due to a faulty flange. KME sent out someone to inspect and repair the problem, but he was unable to complete the work and indicated the department would have to "make do." Chief Brunelle has documented the many problems with the truck and the company's responses and requested permission to obtain advice from Town Counsel. Mr. Shambaugh moved, seconded by Mr. Bewley, to ask Chief Brunelle to address the

department concerns regarding the truck in a letter to counsel with a copy to the Board of Selectmen. Motion approved unanimously. Chief Brunelle noted that he has never had this level of problems with a truck before and expressed great concern about the truck's November warranty expiration date.

Chief Brunelle also reported that the new well at Central Station has been completed. He has ordered new replacement hoses for the trucks. It was agreed that the Whiteface Station should have the shingles replaced on one side with the other 3 sides stained and may be included in the 2006 budget. Chief Brunelle would like to paint the interior of Central Station and will canvas the membership for volunteers; Mr. Bewley suggested advertising for community assistance with the project. The department will receive two new members at their next meeting. Chief Brunelle, Mike Canfield, and Dale Mackay are currently assessing fire ponds needs and will provide a report to the Board. Chief Brunelle suggested that no major fire pond expenditures were planned for the coming year. There was general discussion regarding incentives to attract new members to the department.

Fire Truck Bid: After brief discussion Mr. Shambaugh moved, seconded by Mrs. Mitchel, to set a minimum bid of \$4,500 for the fire truck. Motion approved unanimously. One bid was received: Douglas M. Murphy for \$765. Mr. Shambaugh moved, seconded by Mr. Bewley, to re-advertise the sale for bid submission by 10/17/05. Motion approved unanimously. The department will display the truck during Sandwich Fair weekend for greater visibility.

Solid Waste Ordinance: Clarifications and suggestions for changes were received from Mr. Prentice, Mr. Weeks, Mrs. Read, and Mr. Welch. They will be incorporated into the existing document and reviewed for final input prior to holding a public hearing.

Selectmen's Reports:

Mrs. Mitchel attended the P&R meeting and provided minutes of that meeting. She completed two building permit inspections.

Mr. Shambaugh completed a building permit inspection. There was general discussion regarding attending the next Interlakes School Board meeting to discuss questions about proposals by the DEEC. Mrs. Huff will provide a draft of the duties for the proposed Archive Committee; upon review and approval the committee will be open for appointment. Mr. Shambaugh will discuss the 2006 Transfer Station budget with Mr. Weeks. Mrs. Huff reported that a third person had been working at the Transfer Station without authorization by the Board; employment forms and a time sheet for 14 hours was received today, 8/29/05. The Board agreed that while the idea for a third person had been mentioned, it was only discussed for possible inclusion in the 2006 budget. Since work was performed, the Board felt that some compensation should be provided. Mrs. Mitchel moved, seconded by Mr. Shambaugh, to provide a \$75 gift in lieu of pay for services donated. After discussion Mrs. Mitchel amended her motion to a \$100 gift in lieu of pay for services donated. The amended motion passed unanimously. A memo from the Board will be sent to Mr. Weeks noting the issue for his discussion with Mrs. Read.

Mr. Bewley attended the first Capital Improvements Program Committee (CIP) meeting.

Mr. Shambaugh raised the following questions for discussion by the CIP Committee: (1) whether to fully fund a purchase vs. having large purchases be funded partially by taxes to encourage greater discussion and thought at town meeting; (2) to change the funding of reserves to reflect accurate interest figures on funds; (3) to alert the CIP Committee to concerns about the 2006 budget including rising fuel costs, state school funding, personnel changes, etc. and that approved appropriations over the last 2 years have increased by 25%; (4) to zero out funds after a purchase rather than retain income; and (5) encourage the CIP to be more conservative in their deliberations. Mr. Bewley will bring the comments to the next CIP meeting. Mr. Bewley completed 2 building inspections. He noted a meeting with PSNH and Asplundh on Thursday, 9/1 at 7:30 A.M. at the North Sandwich Store to review the scenic road cut approved by the PB. A property owner has submitted a proposal for settlement of an abatement appeal as allowed by the Board of Tax and Land Appeals; the Board agreed it should be sent to Avitar for review.

Other Business:

Mrs. Mitchel will attend a meeting Tuesday, 8/30, to discuss the renewal of the Ambulance Contract. Letters requiring corrective action regarding abandoned cars will be re-sent to the property owners violating the zoning ordinance. Mr. Bewley offered to host a budget work session to discuss salaries and benefits at his house; date to be determined. Mrs. Mitchel will attend a budget seminar sponsored by the Local Government Center on 9/22. Mrs. Huff received permission to close the Selectmen's Office on Friday 9/2.

At 9:45 P.M. Mr. Bewley made a motion to go into Non-Public Session pursuant to RSA 91-A:3, II(a) for an employee review; motion seconded by Mrs. Mitchel . Mr. Bewley-aye; Shambaugh - aye; Mitchel - aye. The public session was reconvened at 10:13 P.M. The minutes of the non-public session were sealed.

There being no further business, the meeting was adjourned at 10:13 P.M.

Respectfully submitted,
Wendy J. Huff

Carroll E. Bewley, Chairman Benjamin D. Shambaugh Susan C. Mitchel

Selectmen's Minutes: August 22, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan Mitchel; Carla Muskat, Steve Danielovich, Kevin Sayers, John Ducsai, Elinor Persky; Wendy Huff.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mr. Shambaugh made a motion to approve the minutes of the August 15, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous.

Mr. Shambaugh made a motion to approve the minutes of the Non-Public Session on August 15, 2005 as written; motion seconded by Mrs. Mitchel and the vote was unanimous.

Recreation Director Position: Carla Muskat & Steve Danielovich were present as town citizens, not as P&R Committee members, to express some concerns over the proposed in-house appointment of Nancy Morton as P&R Director. Carla Muskat urged the Selectmen to advertise for the position of Park & Rec Director. She fully supports the work Nancy Morton has accomplished thus far, and applauds her ability to take over that interim position on such short notice. However, she urged the Board to not let the candidate's deadline become ours, to consider the opportunity for many for such a good job, that filling this job is very public and should be seen as open and above-board, and that an open hire telegraphs to all that the person hired is the best. Mr. Shambaugh explained that the reason the Selectmen decided not to advertise for this position was that they felt they had a very capable candidate already in the Interim position. After speaking with Nancy Morton, they felt confident that she was not only receptive to new program suggestions, but was already proactive in starting new ones herself. During the summer, Nancy excelled at bringing in volunteers to help run programs, often from a "pool" of residents who were not necessarily involved in P&R in the past. She displays excellent organizational skills, and is well-liked by both children and adults. Steve Danielovich stressed that he personally felt that because both the position and P&R Department were still in a transition state, the Selectmen should keep the position of Interim Program Coordinator for a year while establishing changes, and then open the position of the Director to the public. The Selectmen thanked both Carla and Steve for their input.

John Ducsay and Kevin Sayers appeared to discuss a building permit application that had been recently submitted.

Employee Evaluation Discussion: The Selectmen decided to schedule the annual employee evaluations for Supervisors by the end of the first week in September. The content of the evaluation form was discussed and it was determined that the form could be amended during the process. Once their evaluations are finished, the Supervisors have the month of September to evaluate their employees. An exit interview with Pete Prentice will be scheduled soon.

Elinor Persky likes to attend Selectmen's Meeting once a year to observe the process and familiarize herself with current issues. She did mention that she has asked the Cemetery Trustees several times about installing a picket fence around the cemetery near her home at Whiteface Intervale. She is willing to make a substantial donation towards this project, but thus far has not received support from the Trustees. She was encouraged to contact Geoff Burrows as one of the Trustees and to once again make her request.

MS Reports: Mrs. Huff distributed the current MS-4 report to the Selectmen, explaining the various line items of the estimated revenues and the purpose of the Overlay. The Selectmen decided that because the reevaluation is still "fresh", they would provide an overlay of \$30,000 to cover abatement applications, rather than the standard \$20,000. Based on both the MS-1 which details the valuation of the town and MS-4, Mrs. Huff was able to provide a "guesstimate" of our local tax rate for 2005. The Selectmen discussed the option of using the undesignated fund balance ("surplus") to offset the local tax rate and were in agreement that they would use that option for the 2005 tax rate. Mr. Shambaugh made a motion to sign the MS-1 form; motion seconded by Mrs. Mitchel and the vote was unanimous.

Mrs. Huff informed the Selectmen of those returning members of the Budget Committee. There are still a few openings for new members; the Selectmen asked that those openings be advertised in the Meredith News. There have also been a few residents who have expressed interest in joining this Committee.

Selectmen Reports:

Mr. Shambaugh reported that PSNH is hoping to begin their tree trimming around electrical lines in the next 10 days.

Mr. Bewley announced that Leslie Johnson has agreed to be our new representative on the District Elementary Enrollment Committee, replacing Betsy Paine who is moving. A thank you letter will be sent to Betsy Paine for her hard work, and a letter will be sent to the DEEC to notify them of the change. Mr. Bewley spoke with Richard Murphy about the progress of the Allen driveway on Squam Lake Road.

All three Selectmen attended last week's DEEC meeting during which the concept of multi-age classrooms at SCS was discussed. The Committee seemed to be encouraged by this philosophy as a solution to the diminishing enrollment issue. Mr. Shambaugh asked the Committee if this solution for SCS also solves the economic issue that the School Board has been grappling with. The Selectmen plan on attending a School Board meeting to discuss this issue more directly.

Mr. Bewley attended the Sandwich Housing Committee meeting last Thursday. The four subcommittees provided their reports. They are still determining whether to be an advocacy group or action group, and whether to apply for a 501c(3) status. This Committee is strictly an ad hoc committee; they were not appointed by the Selectmen or Planning Board.

Other Business:

At 9:30 P.M. Mr. Shambaugh made a motion to go into Non-Public Session pursuant to RSA 91-A:3, II(b) for consideration of the hiring of a public employee; motion seconded by Mr. Bewley. Mr. Bewley- aye; Shambaugh - aye; Mitchel - aye. The public session was reconvened at 10:08 P.M. The minutes of the non-public session were sealed.

Mr. Bewley made a motion to extend an offer to Nancy Morton as Park & Recreation Director; motion seconded by Mrs. Mitchel and the vote was unanimous.

There being no further business, the meeting was adjourned at 10:10 P.M.

Respectfully submitted,
Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman Benjamin D. Shambaugh Susan C. Mitchel

Selectmen's Minutes: August 15, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh; Betsy Paine, Carl McNall; Wendy Huff.

Mr. Bewley opened the meeting at 7:30 P.M.

Minutes: Mr. Shambaugh made a motion to approve the minutes of the August 8, 2005 Selectmen's Meeting as written; motion seconded by Mr. Bewley and the vote was unanimous.

Mr. Bewley made a motion to approve the minutes of the first Non-Public Session on August 8, 2005 as written; motion seconded by Mr. Shambaugh and the vote was unanimous.

Mr. Shambaugh made a motion to approve the minutes of the second Non-Public Session on August 8, 2005 as amended; motion seconded by Mr. Bewley and the vote was unanimous.

Mr. Bewley made a motion to approve the minutes of the Selectmen's Minutes of August 11, 2005 as amended; motion seconded by Mr. Shambaugh and the vote was unanimous.

Mr. Bewley made a motion to approve the minutes of the Non-Public session on August 11, 2005 as amended; motion seconded by Mr. Shambaugh and the vote was unanimous.

Sandwich Central School: Ms. Paine distributed an article to the Selectmen about the Monadnock School Board making a decision to close a small elementary school without warning. Mr. Bewley described the process of Sandwich forming a Village District and the strict time constraints surrounding the special legislation requirements. Before considering such a decision, the Selectmen would like to hear the recommendations of the District Elementary Enrollment Committee and more importantly, gauge the will of the residents of our town. Ms. Paine stated that reason Bridgewater/Hebron formed a Village District was to raise capital to build an elementary school in their town. The purpose of Sandwich forming a Village District is to provide control over staffing, programming, and use of the building. Concerns were brought up over the support of our Village District by both the Department of Education and other legislators as a solution. Ms. Paine warned that the Selectmen would need to use very careful language in their proposal that states a very clear purpose. She also voiced her concerns about ownership of the building and if that would need to change in order to form a Village District. Generally, the Selectmen would like to consult our Town Counsel, local legislators, and the School Board to determine the feasibility of such a solution. The Selectmen once

again thanked Ms. Paine for her hard work and dedication as our representative on the DEEC.

Planning Board Update: Mr. McNall provided an update for the Selectmen about the two Planning Board sub-committees. One is to review and revise the Steep Slopes Ordinance; the other is to study four specific areas of our zoning ordinance: 1. Home occupations 2. Septic holding tanks 3. "Mother-in-Law" apartments 4. Temporary structures.

The Planning Board appointed members to the CIP Committee. Their first meeting will take place on August 25th.

Mr. McNall expressed concern over the continued use of our beaches by visitors who do not have stickers or guest passes. Mr. Bewley described the increase in the number of tickets being given this year, especially now that Carrie Fair is working 40 hours/week. Mr. McNall agreed that her presence is helpful, but is concerned that our beaches may suffer if we don't make a stronger statement.

Recreation Director Position: The Selectmen have received a lot of positive feedback about Nancy Morton and the work she is doing as the P&R Interim Program Coordinator. At 8:19 P.M. Mr. Shambaugh made a motion to go into Non-Public Session pursuant to RSA 91-A:3, II(b) for consideration of the hiring of a public employee; motion seconded by Mr. Bewley. Mr. Bewley- aye; Shambaugh - aye. The public session was reconvened at 8:38 P.M. The minutes of the non-public session were sealed. Mr. Shambaugh made a motion to adopt the job description of the

Park & Recreation Director as written, subject to any revisions suggested by the Park & Recreation Committee; motion seconded by Mr. Bewley and the vote was unanimous.

Solid Waste Facility Regulations: A draft form of the new recycling ordinance was distributed to the Selectmen for their review. After a minor revision, Mr. Shambaugh made a motion to forward this draft ordinance to both the Highway Department and Transfer Station for their review, asking for any revisions by August 29, 2005; motion seconded by Mr. Bewley and the vote was unanimous.

Selectmen Reports:

Mr. Shambaugh reported for Mrs. Mitchel that the Sticker Ordinance Appeals Committee met over two disputed tickets. She also received a phone call from a resident who had concerns about livestock who had escaped. Mr. Shambaugh stated that the Town BBQ at the end of Old Home Week was well-attended. It took place at the Crafts building on the fairgrounds due to inclement weather. The Selectmen's office received positive feedback about the location this year. Mr. Shambaugh wished to thank Earle Peaslee and the Fair Association for their generosity in letting the Selectmen use their building for this event. Mr. Shambaugh made a motion to provide the Fair Association with a donation from the town as a "thank-you"; motion seconded by Mr. Bewley and the vote was unanimous. Summer Town Meeting was not well-attended, with only 17 people in attendance. The Selectmen are re-considering the validity of this event with such low attendance. The Selectmen will review the matter next summer to determine if there is important news to

discuss. If a meeting is scheduled they will advertise it more aggressively.

Mrs. Huff put a call in to Pete Hoag about the trees at the beach and one at the Library that need help; she is still waiting to hear back from him.

Marilyn Read asked Mr. Bewley if charitable organizations that leave items at the Transfer Station are exempt from paying fees on items normally requiring such. The Selectmen agreed that these organizations are still responsible for payment. Waste Management personnel have hit the shed a few times while emptying the compactor. The Selectmen will ask Pete to assess the damage and with that feedback, will write Waste Management a letter addressing this problem if necessary. Mr. Bewley noted the clever solution to the bear problem that the highway department installed over the compactor. Mr. Bewley attended a ZBA meeting last week during which two applications were approved. One application was for a variance from a setback for a non-conforming structure on Bearcamp Pond Road. This was approved due to the need for handicapped access for the resident. The other application was for a replacement of a failed septic system on Basket Street. The system does meet state setback requirements and was therefore approved.

Other Business:

The Selectmen received an estimate of \$400.00 to replace the existing toilet in the women's bathroom with a handicapped water saver toilet (materials and labor). Mr. Bewley made a motion to approve this expenditure of \$400.00 from the Town Building Capital Reserve fund; motion seconded by Mr. Shambaugh and the vote was unanimous. The Selectmen discussed the idea of a Jere Burrows Memorial dedication for something in town. The Park & Rec Committee and Quimby Trustees will be consulted. The parking lines will be painted at Town Hall, making 23+/- spaces with one handicapped space.

The Selectmen discussed Pete Prentice's role in the Highway Department in the future. Mr. Shambaugh made a motion that the Selectmen hire Mr. Prentice on a contractual basis as needed for the purpose of advice and consultation for the Highway Department under the direction of the Board of Selectmen, with a wage of \$25.00/hour; motion seconded by Mr. Bewley and the vote was unanimous.

Mr. Bewley volunteered to be the Selectmen liaison to the CIP Committee.

Mrs. Huff noted that the state asked that we post a sign notifying the public that Bearcamp Pond is being tested by volunteers. Mr. Shambaugh made a motion that the Selectmen authorize the sign to be posted in proximity to the other educational signs; motion seconded by Mr. Bewley and the vote was unanimous.

There being no further business, the meeting was adjourned at 9:20 P.M.

Respectfully submitted,
Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman

Benjamin D. Shambaugh

Susan C. Mitchel

Selectmen's Meeting: August 11, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, and Susan Mitchel; Marilyn Read, Pete Prentice, and Colin Weeks

Mr. Bewley called the meeting to order at 9:00 A.M.

Mr. Shambaugh made a motion to enter non-public session at 9:01 A.M., seconded by Mr. Bewley, per RSA 91-A:3, II(c) to consider the investigation of a complaint regarding a public employee. Mr. Bewley - aye; Mr. Shambaugh - aye; Mrs. Mitchel - aye.

The public session was reconvened at 9:17 A.M. The minutes of the non-public session were sealed. During non-public session, a motion was made, seconded, and approved unanimously to adopt a policy for the Transfer Station that there would be no future segregation and removal of recoverable containers for deposit reimbursement anywhere.

There was general discussion on the need to improve signage at the entrance to the Transfer Station. The Selectmen agreed that Pete, Colin, and Marilyn will work on wording to include "Sandwich Transfer Station" along with hours and other necessary information for a new sign to be placed on a post near the gate. They will also order a street name sign to be placed just off Holderness Road (Route 113).

The meeting was adjourned at 9:29 P.M.

Respectfully submitted,

Carroll E. Bewley

Carroll E. Bewley Benjamin D. Shambaugh Susan C. Mitchel
Board of Selectmen

Selectmen's Minutes: August 8, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan C. Mitchel; Derek Marshall, Peter Pohl, Susan Wiley, Lee Quimby; Wendy Huff.

Public Hearing

Mr. Bewley opened the Public Hearing at 7:30 P.M. Per RSA 31.95-e: To consider acceptance of \$1,500 from the NH Association of Conservation Commissions for Invasive Plant Monitoring by the Sandwich Conservation Commission. Mr. Bewley asked for any concerns or comments. Hearing none, Mr. Bewley adjourned the Public Hearing at 7:32 P.M.

Selectmen's Meeting

Mr. Bewley opened the regular Selectmen's Meeting at 7:32 P.M.

Mr. Shambaugh made a motion to accept the \$1,500 from the NH Association of Conservation Commissions; motion seconded by Mrs. Mitchel and the vote was unanimous.

Minutes: Mr. Shambaugh made a motion to approve the minutes of the August 1, 2005 Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous.

Summer Town Meeting: Mr. Quimby explained that similar to last year's format for Summer Town Meeting, he is going to introduce the town officials that are present and then open the floor to questions from the audience. Mr. Bewley added that John Martin and Betsy Paine will provide a brief presentation on the work of both the Sandwich Education Committee and District Elementary Enrollment Committee. There was further discussion about other issues that may be raised during the meeting.

Quimby Trustees: The Quimby Trustees asked the Selectmen if they had any special projects for the town that they needed help with funding. The Quimby Trustees explained that they use 1/3 of their disbursement for funding the P&R department, 1/3 for student scholarships, and 1/3 for town projects. They asked for census data on the number of Sandwich children attending Interlakes H.S. so they could gauge scholarship funding for the future.

Derek Marshall addressed the current health of some trees at Town Beach. The oak that provides needed shade on the beach is partially dead and needs some help. There are also some red pines that need some care. He suggested that Pete Hoag be called in to address these problems. Peter Pohl received a letter about the tree outside the library that was hit by lightning. Mr. Hoag will be asked to look at this tree as well. Mrs. Huff suggested that the Town Forest Fund can be used to pay for this work, having been established for these kinds of projects. Pete Hoag will be called this week to assess the trees and both he and Jim Cline will be asked to provide estimates for the work.

Mrs. Mitchel provided a list from the P&R Committee on items they would like purchased: new aluminum team benches for the field, netting for the backstop to help contain foul/stray balls, and resurfacing of the basketball court at SCS. The Trustees will inquire further about the basketball court since it is on school property and may be out of their jurisdiction. Mr. Shambaugh also mentioned that the tennis courts may need a maintenance surfacing soon.

The Quimby Trustees inquired about the engineering study needed for Durgin Bridge. State funding for bridge projects was reduced and Sandwich is no longer eligible so the Trustees stated they would be willing to help with funding this. The Town Hall also needs to be painted. There was a suggestion that after so many coats of paint, a long-term solution should be studied to help preserve the building. Susan Wiley asked if the Selectmen were planning any celebration for Jere Burrows. The Trustees and the Selectmen brainstormed briefly about dedicating something in Jere's name to honor all his years of service to the town.

Mr. Marshall stated that Trevor Milbury is looking for an eagle scout project and the new sign board/kiosk at the P&R office may be a great solution. He can design it with help from both Nancy Morton's and the Selectmen's specifications.

Budget Overview:

Mrs. Huff asked the Selectmen about past formats of the budget and if they wanted any changes for this year. The Selectmen had an organizational discussion of the budget process and discussed membership and scheduled dates for the budget hearings. Previous members will be sent a letter shortly asking if they want to continue serving on this committee. Mrs. Huff distributed the audit report that arrived today. She will notify residents via the newspaper that it is available at Town Hall for review. The Dept. of Revenue is currently updating the MS-1 report. Once updated, Avitar will revise it in their system so we can print it out for the State by the September 1 deadline.

Selectmen Reports:

Mrs. Mitchel reported that she made one building permit application inspection in the Historic District. She noted that Will Maxwell was helping Nancy Morton with the children's tennis program all summer as a volunteer. He spent six weeks, Monday through Thursday, volunteering his time and plans to continue. Mrs. Mitchel agreed with Nancy Morton's suggestion that Will be paid a gift/bonus of \$100.00 as a thank you for his help. Mrs. Mitchel made a motion to give a gift of \$100.00 to Will Maxwell for his help with the tennis program; motion seconded by Mr. Shambaugh and the vote was unanimous.

Mr. Shambaugh attended a Planning Board meeting in which a subdivision application was approved on Range Road. Two consultations were heard, and there was a discussion about revisions to the zoning ordinance.

Mr. Bewley discussed the Town Picnic/barbecue arrangements for this Sunday, and noted that a lifeguard will be on duty from 4:00 - 6:00 P.M.

At 8:53 P.M., Mr. Shambaugh made a motion to go into Non-Public Session pursuant to RSA 91-A:3, II(b) for the consideration of the hiring of a public employee; motion seconded by Mr. Bewley. Mr. Bewley - aye; Shambaugh - aye; Mitchel - aye. The public session was reconvened at 9:07 P.M. The minutes of the non-public session were sealed.

At 9:07 P.M., Mr. Shambaugh made a motion to go into Non-Public Session pursuant to RSA 91-A:3,II(c) to consider an investigation of a complaint regarding a Town employee; motion seconded by Mr. Bewley. Mr. Bewley - aye; Shambaugh - aye; Mitchel - aye. The public session was reconvened at 9:21 P.M. The minutes of the non-public session were sealed.

Other Business:

Mrs. Huff emphasized the need for an Archive Committee to continue the work on town records once the archivist is finished. Per the RSA, the Committee should be composed of the Town Clerk, Assessor (Selectman), Treasurer, Administrative Assistant, and two residents. The purpose of this Committee would be to form and implement a procedural plan for the storage and archival of town documents. Mrs. Huff reminded the Selectmen that the Stewart Ambulance contract is up for renewal in 2006. A meeting will be

scheduled at the end of August with all four member towns to discuss the contract.
There being no further business, the meeting was adjourned at 9:30 P.M.

Respectfully submitted,
Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman Benjamin D. Shambaugh Susan C. Mitchel

Selectmen's Minutes: August 1, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan C. Mitchel; Mike Welch; Wendy Huff.

Mr. Bewley opened the Selectmen's Meeting at 7:30 P.M.

Minutes: Mrs. Mitchel made a motion to approve the minutes of the July 25, 2005 Selectmen's Meeting as amended; motion seconded by Mr. Bewley and the vote was unanimous.

Per the meeting with Mr. Shambaugh earlier in the day, Mike Welch shared with the Board his ideas to help the Transfer Station run more efficiently. Mr. Welch described the current problem with aluminum recycling where the bags are disintegrating due to various weather conditions, causing the cans to be in a large uncontained pile. He suggested the town purchase a baler to solve this problem, probably costing at least \$3,000. A pole shed could be built with a concrete slab that could be used for storage of the bales and other large collectibles. A second-hand skid-steer would also be helpful for the lifting and stacking of heavy items. An oil separator is needed because of the water leakage in the oil containers. A door needs to be built and welded on the compactor because of the bear problems. Finally, the trailer needs a new heater for the winter. Mrs. Huff explained that the \$1,000 donated from the White Sylvania Trust should cover the cost for a new heater. There was also a discussion about enforcing the sticker ordinance and how best to do that. Mr. Welch encouraged the Selectmen to hire a third attendant for weekends during the summer and fall, who could also help check for dump stickers.

Selectmen Reports:

Mrs. Mitchel presented an updated Park & Rec Director job description for the Selectmen to review. There was a brief discussion of appropriate qualifications. The Park & Rec Committee members will receive this new job description shortly so they can review it and provide feedback. The Selectmen hope to start advertising for this position at the end of August. Mrs. Mitchel made a building permit application inspection. The Police received a complaint about some horseback riders not being safe about staying out of the way of vehicles, especially on the dirt roads. Mrs. Mitchel will speak to those riders. Mr. Shambaugh inquired about the response from Avitar concerning Gary Mudgett's property. Mrs. Huff explained that Mr. Mudgett is on the edge of a "neighborhood" that

is rated higher due to its proximity to the center of town. He had questioned why his neighbor, who is classified in a different "neighborhood" was valued at a lesser rate. Mr. Shambaugh received a call from a resident who stated that she would not be willing to pay more in taxes to form a Village District for our school, if the Selectmen were to make that decision. The Planning Board approved PSNH maintenance cut has still not begun. Asplundh tree cutting service was hired for the job and hopes to start in a few weeks. The Selectmen asked to be notified when they begin the cut so they can be present when instructions are given by PSNH and the foreman for the job. Mr. Shambaugh received a call about a questionable structure on a shorefront property. The Selectmen discussed the shorefront protection act's definition of temporary structures and how they are defined in our zoning ordinances. The Planning Board is currently reviewing the definition of temporary structures in our ordinances for clarity. Mr. Bewley called Richard Murphy about the current status of the completion of the Allen driveway. The contractor hopes to have it complete and ready for inspection around August 8th. The Selectmen will schedule an inspection with a professional engineer to make sure the project meets the town's requirements. Mr. Shambaugh is currently revising the recycling ordinance. His intent is to have an ordinance that includes the general rules and regulations, and a separate brochure with recycling instructions. Mr. Bewley summarized the recent DEEC meeting that he and Mrs. Mitchel attended. He reported that the Metcalf Road Causeway project has been completed; we are still waiting for the new signage. Mr. Bewley received a phone call from a shorefront property owner concerning the abatement decision on his property, specifically the decision to remove his beach frontage from current use. Mr. Bewley spoke to Nancy Morton about a potential new sign board/kiosk to be built in front of the Park & Rec office. She will pursue further.

Other Business:

Mrs. Huff notified the Selectmen that the MS reports are due to the State on September 1. These are the reports on which the State bases our tax rate. The Selectmen received a statement from our auditor that must be signed in order to receive our audit. A meeting will be scheduled soon with our auditor and Selectmen to review the state GASB requirements.

There being no further business, the meeting was adjourned at 9:20 P.M.

Respectfully submitted,
Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman Benjamin D. Shambaugh Susan C. Mitchel

Selectmen's Minutes: July 25, 2005

Present: Selectmen Carroll E. Bewley, Susan C. Mitchel; John Martin, Dan Cunningham; Cathy Crockford.

Mr. Bewley opened the Selectmen's Meeting at 7:30 P.M.

Minutes: Mrs. Mitchel made a motion to approve the minutes of the July 18, 2005 Selectmen's Meeting as written; motion seconded by Mr. Bewley and the vote was unanimous.

Sandwich Education Committee: John Martin presented the Selectmen with a packet containing his PowerPoint presentation at the Forum on Education in Sandwich, and his draft proposal Education Master Plan as presented to the Planning Board. Mr. Martin explained that it is the goal of the SEC to have a survey about education sent out to all property owners in Sandwich in September. Mr. Bewley noted that one possibility for distributing the survey was to include it with the Town's quarterly Newsletter, as was done for a previous Parks & Rec Committee survey. December, 2005 is the estimated time that those survey responses will be compiled, analyzed and summarized so they can be presented to the Planning Board and included in the Master Plan. Mr. Bewley thanked the members of the SEC for all their hard work in their research of the history of education in Sandwich, the current statistics and trends, and their support of the District Elementary Enrollment Committee (DEEC). Mr. Martin and Mr. Cunningham discussed the scope of the survey and the fact that it will address education for all age levels, including adults. Mr. Bewley summarized the DEEC meeting last week in which the District's attorney, Barbara Loughman, was the speaker. Ms. Loughman addressed the issue of Village Districts, how they are formed, and how they work within a cooperative. The other issue discussed at the meeting was the current and future population trends in the whole District.

Mr. Martin is looking for new members for this committee.

Selectmen Reports:

Mrs. Mitchel received a concern about a building permit application approval she granted for a new well in the center of town. The abutter felt that the current setback of the well required an abutter easement to fall under the "radius of protection." Mrs. Mitchel will check our current zoning ordinances to research further. Mrs. Mitchel attended the HDC meeting last week in which the Grove Street paving was discussed. The members also expressed their desire to have copies of the applications included with the agenda and minutes sent to them. Mr. Bewley made a statement that it is the responsibility of committee members to go to Town Hall to read the applications and pertinent information. If at that time, a committee member wants a copy, the Selectmen's office will make one. This is a consistent policy for all members of town committees.

Mr. Bewley made a building permit application inspection for a septic design on Basket Street. The design did not meet our setback requirements and was denied. The designer was notified that an application would need to be submitted to the Zoning Board for a variance. Mr. Bewley responded to a plumbing problem at Town Hall with the screen in the sink faucet. At that time he noticed that the women's bathroom toilet tends to "run" if not flushed correctly. He made a motion to replace the toilet in the women's bathroom with a more updated water efficient one; motion seconded by Mrs. Mitchel and the vote

was unanimous.

Mr. Bewley asked both Pete Prentice and Fred Lavigne to investigate the complaint about broken glass on the trails to Beede Falls.

Mr. Bewley consulted with Chip Kimball with the Cons. Commission about the DES application for moving rocks at the Metcalf Road Causeway. Mr. Kimball will determine with the DES if a new application is necessary since a permit was granted for that site for the same purpose in the past. Mr. Bewley briefly discussed Summer Town Meeting on Wednesday, August 10th. Lee Quimby will attend the August 8th Selectmen's meeting to discuss details.

Other Business:

The Selectmen were asked to again address the property on Little Pond Road which has too many unlicensed vehicles to comply with our zoning ordinance requirements. Several letters have been written to the owner of the property asking him to remove the vehicles. A final letter of warning will be written to the property owner notifying him of the potential fines, and suggestions of local salvage companies that may be willing to remove the cars and campers.

A resident was concerned about the lack of signage on Squam Lake Road in front of the Switzer's property warning drivers of children crossing. Mr. Bewley made a motion to appeal to the State DOT to put better signage up at Switzer's during the summer season; motion seconded by Mrs. Mitchel and the vote was unanimous.

There being no further business, the meeting was adjourned at 8:50 P.M.

Respectfully submitted,
Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman Benjamin D. Shambaugh Susan C. Mitchel

Selectmen's Minutes: July 18, 2005

Present: Selectmen Carroll E. Bewley, Susan C. Mitchel; Louis Brunelle, Martin Glenday, Sam Glenday; Wendy Huff.

Mr. Bewley opened the Selectmen's Meeting at 7:30 P.M.

Minutes: Mrs. Mitchel made a motion to approve the minutes of the July 11, 2005 Selectmen's Meeting as amended; motion seconded by Mr. Bewley and the vote was unanimous. Mrs. Mitchel made a motion to approve the minutes of the July 11, 2005 special meeting with the Interim P&R Program Coordinator and Louis Brunelle as written; motion seconded by Mr. Bewley and the vote was unanimous.

Louis Brunelle provided an update of the work being done on the hydrants and fire ponds. The cost for supplies needed to repair the ponds and hydrants is estimated to be

\$3,000.00. Work will begin on the Rouner pond, Burleigh Hill pond, and the pond on Range Road. The Selectmen will advertise for bids on the old fire truck #2 towards the end of August/early September.

Mr. Glenday inquired about the recent timber cut on Range Road. He is concerned that there was not adequate clean-up once completed, and there may have been some oil spillage that is still pooling near the road. Mrs. Huff will contact the state forester to report the problem.

Building Assessment Committee: Bob Butcher compiled a list of objectives for this new committee which was summarized to the Selectmen. The Committee hopes to complete this process in 9 months, so any recommendations they make can be discussed before the 2007 budget cycle.

Selectmen Reports: Mrs. Mitchel inspected two building permit applications. She has one on-going welfare case.

Mr. Bewley received a phone call from a resident who suggested that the town assign a 911 street number to Bearcamp Pond Beach. Mrs. Huff will make sure the number is posted at the end of the driveway. Mr. Bewley attended the ZBA meeting last week in which two applications were considered. Both applications were approved, one with a stipulation defining the use of the business. There will be a "Right-to-Know" legal seminar held by Walter Mitchel for all town committee members this Wednesday, July 20. Reminder letters were sent to all committees.

Plans for a 'thank-you' reception for Pete Prentice were discussed.

The Park & Rec Committee meeting on Tuesday, July 26 at 7:00 P.M. will focus on the scope and direction of the Park & Rec Department and its programs. The public is welcome to attend.

Mr. Bewley reminded everyone that there is a staff meeting at 10 am Tuesday, July 19.

Mrs. Huff mentioned that Nancy Morton suggested selling t-shirts during Old Home Week but did not have a specific plan for use of the funds. The Selectmen thought it would be better to do it next year when a specific use was targetted.

Other Business: The Selectmen reviewed the updated Building Permit Procedures and Application. The discussion focused on the introduction of Driveway Permits as the initial step in the building permit process to better determine if steep slopes exist before construction begins. The Selectmen hope to hire a professional such as Jim Hambrook to inspect the driveway site. Mr. Hambrook was consulted about these inspections, and he suggested that the steep slope requirements in our zoning ordinance be clarified.

Mr. Glenday suggested that there should be better signage or instructions for users of our Transfer Station. He noted that the attendants become frustrated when items are thrown away in the wrong bins. Mrs. Huff stated that part of the money from White Sylvania Trust gift will be used for better signage. Mr. Shambaugh is currently working on updating the Recycling Ordinance which should also clarify procedures.

There being no further business, the meeting was adjourned at 8:39 P.M.

Respectfully submitted,
Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman Benjamin D. Shambaugh Susan C. Mitchel

Selectmen's Minutes: July 11, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan C. Mitchel; Chip & Susan Kimball, Terry Miller, Betsy Paine; Wendy Huff.
Mr. Bewley opened the Selectmen's Meeting at 7:32 P.M.

Minutes: Mrs. Mitchel made a motion to approve the minutes as amended; motion seconded by Mr. Shambaugh and the vote was unanimous.

U.S. Forest Service: Terry Miller, the District Ranger for the Conway/Saco region, discussed access possibilities to the White Mountain Forest located in the Sandwich area. The U.S. Forest Service is responsible for managing the forest which includes timber harvesting and maintenance of natural habitat. Mr. Miller exhibited a map of the forest and designated the potential access points. The location for an access road that might have the least impact on wetlands, etc. is at Bennett Street. However, negotiations with the abutting landowner there for access have failed in the past. The Selectmen agreed that negotiations between the U.S. Forest Service and abutters of the forest are not under the town's jurisdiction, but they will certainly provide any historic documents in our files to Mr. Miller if he should need them. Mr. Miller stressed that his visit tonight was strictly informational and there are no immediate proposals or plans.

Budget Review: The Selectmen received the six month status report on the budget. Mrs. Huff explained the budget process to Mrs. Mitchel: department head responsibilities, the Budget Committee, the timeline, and budget layout. The Selectmen and Mrs. Huff will meet with the department heads at the August staff meeting to go over their budget responsibilities.

District Elementary Enrollment Committee (DEEC) Review: Betsy Paine provided the Selectmen with another update on this Committee based on their last meeting. She stated that the feedback from the DEEC on the Town Education Forum was very positive. The DEEC is scheduled to make their long-term recommendation to the School Board in December, 2005. She feels that there still is a lot of work to be done before the Committee can come to agreement on a proposal. The Superintendent has invited the School Board's attorney, Barbara Loughman, to return to the next DEEC meeting to discuss the legalities of forming a Village District. Mrs. Paine felt strongly that it is not the DEEC's function to recommend Sandwich form a Village District, but is the town's function and decision. She encouraged the Selectmen to attend the next DEEC meeting

at which Attorney Loughman is speaking. The meeting is on July 20th, from 4:00-6:00 P.M. at the Humiston Building.

Selectmen Reports: Mrs. Mitchel made a building permit application inspection. She reviewed the discussions and decisions of the Sticker Ordinance Appeals Committee. An issue that they discussed was the legalities of vehicles parked on the side of Squam Lake Road near the beach parking lot. The State has jurisdiction for the road and they have stated that as long as the vehicles are safely off the road and not obscuring site lines, they will not expend time ticketing. Mrs. Mitchel made a motion to appoint Carla Muskat to the Park & Recreation Committee; motion seconded by Mr. Shambaugh and the vote was unanimous.

Mr. Shambaugh left a message for Mark Morrill of the DOT to provide an update of the drainage plan for Route 113. Mr. Shambaugh and Mr. Bewley attended the Planning Board meeting last week in which there were seven applications for review. All applications were approved. The Planning Board approved Selectmen jurisdiction over approvals for driveway access to town roads.

Mr. Shambaugh made a motion to reverse the Selectmen's decision on the Carney Current Use application; Mr. Carney had fulfilled his obligation in submitting a proper map, but it was submitted to a member of the current use committee in error, rather than to the Selectmen's office; motion seconded by Mr. Bewley and the vote was unanimous. Mr. Shambaugh made a motion that the town provide Laura Benoit a \$250.00 bonus for the extra hours and efforts she has given to make the beach program run smoothly under unusual circumstances; motion seconded by Mrs. Mitchel and the vote was unanimous. Mr. Bewley made a building permit application inspection. He informed the Board that the Police Cruiser Expedition needs a new transmission. This is an unanticipated expense because the repair is no longer covered by warranty. There was a complaint from a property owner on Grove Street about the ditching work being done in preparation of the paving. The Selectmen received a proposed updated building permit application and procedures for their review and discussion at the next meeting.

Other Business: Mrs. Huff summarized the recent discussions about our town ordinances with Chief Young. The Selectmen will need to review our current ordinances and discuss their legalities with Town Counsel. The 911 Communications from the state asked to change the street numbers of two residents who live on Thompson Road. The Selectmen will write a letter to the property owners notifying them of the proposed change and asking if they will agree to it.

Mr. Shambaugh made a motion to appoint Kent Mitchel and Bob Butcher to the Building Assessment Committee; motion seconded by Mr. Bewley and the vote was unanimous. The Chairman of the Planning Board asked if he could call Town Counsel about some PB business. Mr. Shambaugh made a motion to grant permission to Carl McNall to call Town Counsel; motion seconded by Mr. Bewley and the vote was unanimous.

There being no further business, the meeting was adjourned at 9:56 P.M.

Respectfully submitted,
Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman Benjamin D. Shambaugh Susan C. Mitchel

Selectmen's Minutes: June 27, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan C. Mitchel; Kent Mitchel, Bob Butcher, Betty & Stuart Kay, Inger & Erwin Young, Kathy & Bart Catalano, Jackie & Ron Stone, Leslie Johnson, Kerry McEleney, Tony Leiper, Sue Greene, Susan Davies, Gunnar Berg; Wendy Huff.

Mr. Bewley opened the Selectmen's Meeting at 7:30 P.M.

Minutes: Mr. Shambaugh made a motion to approve the minutes of the June 20th Road Agent meeting as written; motion seconded by Mrs. Mitchel and the vote was unanimous. Mr. Shambaugh made a motion to approve the minutes of the June 20th Non-Public Session to discuss the hiring of a Road Agent as written; motion seconded by Mrs. Mitchel and the vote was unanimous. Mr. Shambaugh made a motion to approve the minutes of the second June 20th Non-Public Session to discuss the hiring of the Road Agent; motion seconded by Mrs. Mitchel and the vote was unanimous. Mrs. Mitchel made a motion to approve the minutes of the June 20th Current Use work session as written; motion seconded by Mr. Shambaugh and the vote was unanimous. Mr. Shambaugh made a motion to approve the minutes of the June 20th Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous. Mr. Shambaugh made a motion to approve the minutes of the June 22nd meeting to interview an applicant for the position of Interim P&R Program Coordinator as written; motion seconded by Mrs. Mitchel and the vote was unanimous. Mrs. Mitchel made a motion to approve the minutes of the 2nd June 22nd meeting to interview an applicant for the position of Interim P&R Program Coordinator as amended; motion seconded by Mr. Shambaugh and the vote was unanimous. Mrs. Mitchel made a motion to approve the minutes of the Fairgrounds "walkthrough" with Earle Peaslee on June 22nd as written; motion seconded by Mr. Bewley and the vote was unanimous. Mrs. Mitchel made a motion to approve the minutes of the June 23rd meeting to discuss the hiring of the Interim P&R Program Coordinator as amended; motion seconded by Mr. Shambaugh and the vote was unanimous. Mrs. Mitchel made a motion to approve the minutes of the June 24th meeting with Nancy Morton to discuss the P&R program as amended; motion seconded by Mr. Shambaugh and the vote was unanimous.

Mrs. Greene shared her concerns that the Port-o-Potty at the Town Beach still had not been moved to the correct location behind the fence, and it needed to be emptied more frequently. She also was frustrated that the Selectmen did not communicate with the head lifeguard about last weekend's schedule since a third lifeguard still had not been hired. She asked about the progress being made in hiring a third lifeguard and offered

suggestions in making that happen sooner. Mrs. McEleney suggested that Alan Switzer could be a good resource in locating a third lifeguard. Mr. Bewley had already call Mr. Switzer and left a message, and the Selectmen's office did call neighboring towns to see if they knew of any lifeguards available for hire.

Other attendees at the meeting voiced their support of Jere and inquired why the Selectmen did not make more efforts in asking him back. The general consensus was that Jere will be very difficult to replace, was terrific with all the kids, and that the Selectmen took him for granted. Mr. Bewley emphasized that Jere retired with very little notice, only gave a brief explanation for his retirement, and has not given the Selectmen any personal indication that he wants his job back. The Park & Rec Committee held an emergency meeting and subsequently attended last week's Selectmen's meeting where they urged the Selectmen to act quickly in hiring an Interim Program Coordinator since the summer programs were starting the following week. The Selectmen hired Nancy Morton as the new Interim Program Coordinator and she started in this position on Monday, June 27th.

There was a reminder that the Park & Rec Committee is meeting Tuesday, June 26th at 7:00 at Town Hall to discuss the P&R program. The Selectmen hired an Interim Program Coordinator for the summer so they could use that time to evaluate the P&R department and Director position with both the P&R Committee and the townspeople. Everyone is urged to attend these important P&R Committee meetings in the next few months.

Sandwich Recreation Program Fee Policy: Mr. Shambaugh read a policy proposal that will be posted at the Recreation building. It reads as follows: "Town of Sandwich recreation programs are available to all Town residents and taxpayers. Some activities are provided free of charge, while others may involve fees or other costs. It is the Towns policy that no townspeople will be excluded from participation in these activities based on their ability to pay. Inquire with the program leader, coach, Recreation Director, or Board of Selectmen's office for additional details."

Mr. Shambaugh explained that he felt the policy should be implemented so everyone knew that aid was available if needed. Mr. Butcher stated that he thought it was a great idea to post this policy and make it public.

Mr. Bewley made a motion to adopt this as town policy to be posted at the Recreation building and other appropriate places; motion seconded by Mrs. Mitchel and the vote was unanimous.

Town Building Needs Committee: Kent Mitchel and Bob Butcher were invited to be a part of this new committee. \$5,000 was put in the Town's budget last year as a resource to assess the current state and needs of the town's buildings and to provide a long term outlook for their use. Mr. Mitchel explained that during CIP meetings last year the subject came up many times that many town buildings need future maintenance projects. It was encouraged at that time to establish a committee to look at the town buildings and determine their long-range use. Current and future space needs will be studied, as well as condition and adequacy of the buildings. Mr. Butcher will determine if he has the time to commit to this committee, but will provide recommendations of potential members to the Selectmen.

Tax Exempt Property Decisions:

Sandwich Home Industries: Susan Davies of the Sandwich Home Industries presented the Selectmen with two letters and a budget summary to further clarify why this organization is eligible for tax-exempt status. While they initially filed as an educational organization, they asked to switch to charitable status since their organization would better qualify under those statutory guidelines. After the Selectmen read through the material presented, Mr. Bewley made a motion to approve the Sandwich Home Industries as a tax exempt organization under the charitable category; motion seconded by Mr. Shambaugh and the vote was unanimous.

Sandwich Fair Association: Based on the walk-through on the Fairgrounds with Earle Peaslee, Fair Association President, Mr. Bewley presented to the Board a summary of the properties owned by the Fair Association and their assessed value. He also listed the educational uses of those properties, and the non-educational uses of the properties that provide income to the Association. The non-educational uses of the fairgrounds are: RV rentals/gatherings on the fairgrounds taking place six days a year (three weekends); providing storage for a fee in five of their buildings, and renting out the Quimby barn to the Sandwich Historical Society for \$1,500 per year. Based on the stated earnings of the Fair Association by Earle Peaslee from these non-educational uses, Mr. Bewley computed the percentage of the property that earns income based on the time used and came up with a figure on which the Fair Association should be taxed. The Selectmen then discussed the benefits that the Fair Association provides to the town: the sports fields, use of their land for x-country skiing, dog-walking, golf, fire department activities, etc.

While they stated that there were many benefits that the Fair Association provides, the Selectmen felt that the Fair Association should be taxed on the portion of their properties that earn income during segments of the year. Mr. Bewley made a motion to approve the tax exemption of the Fair Association for the educational use of their properties; those properties that earn income for the Fair Association will be taxed based on a formula that prorates for time and income; motion seconded by Mr. Shambaugh and the vote was unanimous.

The Selectmen agreed that the Town does benefit from the lack of development in the center of town in response to a question from Mr. Kay.

Elderly Exemptions: Mrs. Huff made more reminder calls to an elderly exemption applicant because his application was incomplete. Because the Selectmen's office did not hear back from the applicant, Mr. Shambaugh made a motion to deny the application because it is incomplete; motion seconded by Mrs. Mitchel and the vote was unanimous.

Gunnar Berg requested that a relay antenna for the wireless network be installed in the cupola at Town Hall. Some members of the wireless network are having difficulties getting reception from the relay at the Library. The relay antenna will not be visible from the outside of the cupola.

Mr. Shambaugh made a motion to approve the installation of the relay antenna for the wireless network in the cupola at Town Hall; motion seconded by Mr. Bewley and the

vote was unanimous. Mr. Bewley thanked Gunnar for all his hard work and time in providing wireless to the Town.

Abatement Applications: Based on the abatement work session on June 15, Mr. Shambaugh made a motion that abatement recommendations made during that work session be approved; motion seconded by Mr. Bewley and the vote was unanimous. The abatement decisions made during the work session are attached to these minutes.

Six other abatement application decisions need to be finalized:

- 1) R21-2A: reduce assessment by \$337,900; Motion made by Mr. Shambaugh; seconded by Mr. Bewley and the vote was unanimous.
- 2) R21-2B: Motion made by Mr. Shambaugh that we deny this abatement; motion seconded by Mr. Bewley and the vote was unanimous.
- 3) R21-45: Motion by Mr. Bewley to reduce assessment by \$142,000; motion seconded by Mr. Shambaugh and the vote was unanimous.
- 4) U1-13: Motion by Mr. Shambaugh to reduce assessment by \$20,200; motion seconded by Mrs. Mitchel and the vote was unanimous.
- 5) R13-36: Motion by Mr. Shambaugh to reduce assessment by \$4,100; motion seconded by Mr. Bewley and the vote was unanimous.
- 6) R20-57: Motion by Mr. Shambaugh to reduce assessment by \$2,500 as a supplemental abatement due to an error in shorefront square footage; motion seconded by Mr. Bewley and the vote was unanimous.

Current Use Applications Decisions:

The Selectmen and Current Use Committee made inspections of all properties which were applied to be placed in current use. Those applicants that still did not have complete current use applications were notified of the June 27th deadline for submittal. The motions for denials are as follows:

- 1) R8-38A: Mr. Shambaugh made a motion to deny the current use application because it was incomplete; motion seconded by Mr. Bewley and the vote was unanimous.
- 2) R6-21A: Mr. Bewley made a motion to deny the current use application because it was incomplete; motion seconded by Mr. Shambaugh and the vote was unanimous.
- 3) R3-42J/R3-53: Mr. Bewley made a motion to deny the current use application because it was incomplete; motion seconded by Mr. Shambaugh and the vote was unanimous.
- 4) R5-16: Mr. Shambaugh made a motion to deny the current use application because it was incomplete; motion seconded by Mrs. Mitchel and the vote was unanimous.

Mr. Shambaugh made a motion to approve the current use application for R21-41 pending a final inspection; motion seconded by Mr. Bewley and the vote was unanimous.

Mrs. Mitchel made a motion to approve the remaining current use applications as listed in the attachment; motion seconded by Mr. Shambaugh and the vote was unanimous.

Selectmen Reports:

Mrs. Mitchel reported that she received a phone call from a property owner suggesting that the town hire Mr. Burrows to run the tennis programs in the morning.

Mr. Shambaugh failed to mention during last week's meeting that he had completed two building permit application inspections the previous week. One inspection involved steep slopes and it was recommended to the property owner to file a steep slopes application with the Planning Board. He inspected another application and approved a septic location.

Mr. Shambaugh inquired if Town Counsel had provided a written response to our question about a driveway permit application. He stated that a written response would be beneficial so the subject can be shared and discussed with the Planning Board. The Selectmen are hoping to determine if a property has steep slopes present before the property owner designs the building site with this driveway permit application.

Mr. Bewley reported that Colin Weeks was hired as our new Road Agent. He will begin July 18th so he can overlap with Pete Prentice before Pete's retirement on September 1.

Nancy Morton was hired as the new Interim P&R Program Coordinator. The third lifeguard position applicant was not hired because she took a similar position in Laconia.

Mr. Bewley received two visits from a concerned property owner about a timber cut on Holderness Road. He also received a call from a concerned property owner about a septic system concern from his abutter's property.

Mr. Bewley attended a ZBA hearing last week during which members asked if they could be sent copies of the applications in advance. Mrs. Huff stated that in the past members were sent copies of the applications, but due to the office workload, committee members are asked to stop by Town Hall to read and research the applications. She recommended that perhaps the ZBA may want to follow the Planning Board's example of assigning "Staffers" to an application. The Board agreed and Mr. Bewley will make the suggestion at the next ZBA meeting.

Mr. Bewley attended the Sandwich Housing Committee meeting on June 23rd. Four sub-committees were formed to study and establish priorities. The sub-committees will meet again on July 21st and the Housing Committee will meet as a whole again on August 18th.

The Selectmen were notified that there is an opening on the Park & Rec Committee.

Mr. Bewley made a building permit application inspection in which he approved two accessory buildings.

There being no further business, the meeting was adjourned at 10:42 P.M.

Respectfully submitted,
Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman Benjamin D. Shambaugh Susan C. Mitchel

Selectmen's Meeting: June 24, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, and Susan C. Mitchel;
Nancy Morton, and Wendy Huff

Mr. Bewley called the meeting to order at 7:30 A.M.

The job position for Interim Recreation Program Coordinator was reviewed with Mrs. Morton. Immediate concerns are the tennis program, swim program, and organizing Old Home Week. Mrs. Morton was encouraged to utilize volunteers as much as possible, building an overall program on volunteerism under her supervision. They urged her to call on the Board for assistance as needed, as well as the Parks and Recreation Committee.

Mrs. Morton will provide a priority list of needed equipment. Mrs. Mitchel will authorize expenses within the recreation department budgeted line items. Expenses exceeding recreation department operatin budget line items will require full board approval. Arrangements will be made to repair the bulletin board near the Field House so it can be used for notices.

The Board explained that over the next few months they would be reviewing the department, the programs, and long range planning with the P&R Committee and would like her input and involvement.

The meeting was adjourned at 8:15 A.M.

Carroll E. Bewley

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

Selectmen's Meeting: June 23, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, and Susan C. Mitchel;
Wendy Huff

Mr. Bewley called the meeting to order at 8:00 A.M. The meeting was noticed with less than the 24 hour noticing requirement due to the urgency of resolving the park & recreation interim position.

The Board discussed the merits of both candidates. Town Counsel will be consulted regarding wording a release form which would enable the Board to hire contingent upon an approved background check.

The Board reviewed the job description draft.

Mr. Shambaugh moved, seconded by Mrs. Mitchel, to offer the interim position to both candidates as a shared job for 20 hours each; should one candidate decline the offer, the position will be offered as a 40 hour job to the remaining candidate. Motion approved.

Mr. Bewley moved, seconded by Mr. Shambaugh, to offer Elizabeth Caley the third lifeguard position. Motion approved.

A meeting will be scheduled for Friday, 6/24/05 at 8:00 A.M. to review the job description with the candidate(s).

The meeting was adjourned at 8:38 A.M.

Carroll E. Bewley

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

Selectmen's Meeting: June 22, 2005 (session 3)

Present: Selectmen Carroll E. Bewley and Susan C. Mitchel; Nancy Morton

Mr. Bewley called the meeting to order at 3:00 P.M.

The Selectmen interviewed Mrs. Morton for the Interim Recreation Program Coordinator position.

The meeting was adjourned at 3:30 P.M.

Carroll E. Bewley

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

June 22, 2005 (Session 2)

Minutes: Fairground □ Walk-Through □

Attendees: Carroll Bewley, Susan Mitchel, Earle Peaslee; Cathy Crockford

Meeting began at the entrance to the fairgrounds at 9:15 A.M.

Mr. Bewley began the meeting by stating that the reason for the □ walk through □ was to determine the eligibility of the Fair Association for property tax exemption. In order to be fair to all applicants for tax exemption, it is the Selectmen □ s responsibility to gather all pertinent information about the organization.

Mr. Bewley asked if the Fair Association receives any rent for the storage of the Concord Coach. Mr. Peaslee confirmed that the Historical Society pays them \$1,500 per year for rent.

Mr. Peaslee led the attendees on a tour of the fairgrounds noting those buildings that are used for storage during the winter months, and those buildings used for 4-H purposes. Those buildings used for storage over the winter are the Oxen barn, the two Craft barns, and the Flower and Art buildings. The Fair Association receives approximately \$16,000 in revenue for this storage, 5% of which is used to pay the caretaker of these storage facilities. Mr. Peaslee reiterated that the \$16,000 that they earn in revenue from the storage fees is used for the grounds maintenance and other capital expenditures.

The RV gatherings that take place on the fairgrounds also provide revenue, but only \$6,000; \$3,000 of which is used to pay for water and utilities for the RVs.

Mr. Peaslee explained the many benefits of the fairgrounds for the townspeople throughout the year: the lower field is used for soccer games, baseball games, and ultimate Frisbee; the rest of their property is used for golf lessons, cross-country ski trails, town fireworks, dog walking, Fire Department barbecues, and Advice to the Players theater camps and productions (they provide the Fair with a \$200 donation). A few Old Home Week activities take place in the fairground buildings if the weather is poor, and the Library has been offered to use the fairgrounds for any fund-raiser.

The 4-H clubs use many of the buildings and animal barns on a regular basis for their classes.

Finally, Mr. Peaslee described the constant maintenance of the grounds and improvements to make sure that their property continues to look good for the enjoyment of the townspeople.

Mr. Bewley and Mrs. Mitchel thanked Mr. Peaslee for all his hard work and for taking the time to meet with them.

The meeting was adjourned at 9:45 A.M.

Respectfully submitted,
Catherine Crockford

Carroll E. Bewley, Chairman
Board of Selectmen

Benjamin D. Shambaugh

Susan C. Mitchel

Selectmen's Meeting: June 22, 2005 (session 1)

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, and Susan C. Mitchel; Leo Greene, Jr.

Mr. Bewley called the meeting to order at 8:00 A.M.

The Selectmen interviewed Mr. Greene for the Interim Recreation Program Coordinator position. Following Mr. Greene's departure, the Board briefly discussed the job description for the position.

The meeting was adjourned at 9:00 A.M.

Carroll E. Bewley

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

Selectmen's Minutes: June 20, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan C. Mitchel; Lucy Glenday, Steve Danielovich, Betty & Stuart Kay, Sally & Bob Biddle, Tom Fleischmann, Derek Marshall, Leo Greene, Jr., Nancy Morton, Donna Elliott, Sue Greene, Diane & Jerry Van Brunt, Tony Leiper, Barbara Kerr, Carla Muskat; Wendy Huff.

Mr. Bewley opened the Selectmen's Meeting at 7:30 P.M.

Minutes: Mr. Shambaugh made a motion to approve the minutes of the June 13th Road Agent work session as written; motion seconded by Mrs. Mitchel and the vote was unanimous. Mr. Shambaugh made a motion to approve the minutes of the June 13th Non-Public Session to discuss the hiring of a Road Agent as written; motion seconded by Mrs. Mitchel and the vote was unanimous. Mrs. Mitchel made a motion to approve the minutes of the Selectmen's Meeting as amended; motion seconded by Mr. Shambaugh and the vote was unanimous. Mrs. Mitchel made a motion to approve the minutes of the Abatement work session of June 15 as written; motion seconded by Mr. Shambaugh and the vote was unanimous.

Parks & Recreation Committee Discussion: Steve Danielovich reported that the Park & Rec Committee held an emergency meeting last Thursday to discuss the status of the summer programs and to brainstorm on the best way to move forward with these programs. Their recommendation to the Selectmen was to hire a temporary interim Director for the summer. The beach and swim lesson program is being handled by the head lifeguard, Laura Benoit. She is in touch with the Selectmen's office and together they are coordinating the needed items for the beach. The children's tennis lessons start the week of June 27th and sign-ups are taking place in the Selectmen's office. Leo Greene, Jr. and Nancy Morton both expressed interest in taking on the interim Director position for the summer. Mr. Shambaugh shared that he felt a more appropriate title for the position this summer should be "Interim Recreation Program Coordinator." The Selectmen will schedule interviews with Leo and Nancy this Wednesday. The Selectmen agreed that this position needs to be filled immediately because of the summer programs due to start next week and to begin the Old Home Week preparations. Mr. Fleischmann encouraged all the Selectmen to attend the next Park & Rec Committee meeting on Tuesday, June 28th because the P&R Director position will be discussed. Other members of the audience encouraged the Selectmen to hire someone who was familiar with both the programs and the children so the transition can be smooth. There was also a discussion about perhaps setting up a sub-committee to oversee Old Home Week planning. Sue Greene encouraged the Selectmen to consider increasing the hourly wage for the lifeguards because of their added responsibilities. Mr. Bewley expressed appreciation for all those willing to help the town out during this transition.

Elderly Exemptions, Tax Exempt Property Applications, Abatements:

Elderly Exemptions: The town received two complete applications which were reviewed by the Selectmen. Based on the town guidelines for this exemption, Mr.

Shambaugh made a motion to approve the two elderly exemption applications; motion seconded by Mrs. Mitchel and the vote was unanimous.

Tax Exempt Property Applications: Derek Marshall attended the meeting on behalf of the Sandwich Home Industries and their application to receive tax-exemption based on their filing as an educational entity. Mrs. Huff explained that the state has been examining the records of all towns as part of their oversight duties. Part of the review has been to ascertain compliance with the statutes regarding approvals for tax exemption, elderly exemptions, and veterans' credits. The

Selectmen consulted with both Avitar and our assessor to determine the different requirements for each tax exempt category: charitable, educational, or religious. The original charter of the organization is required with the application, and a financial statement if the filing is under the charitable status. The decisions must be made by the Selectmen by July 1st.

Sandwich Home Industries: Because they have filed as educational, the Selectmen are concerned that perhaps only a portion of their property be considered tax-exempt since classes are only held during part of the year. Based on the state statute it may seem more prudent to file for charitable status instead. Town Counsel will be consulted to see if the Selectmen have the authority to accept a change of filing status after the April 15 deadline.

Sandwich Historical Society: This organization's application is complete and they have fulfilled all requirements. Mr. Bewley made a motion to approve the Sandwich Historical Society's application for tax-exempt status; motion seconded by Mrs. Mitchel and the vote was unanimous.

Red Mountain Lodge: This Masonic organization filed for tax-exempt status as a charitable organization. They turned in their charter statement and financial statements as required. After reviewing their application, Mr. Bewley made a motion to approve the Red Mountain Lodge's application for tax-exempt status; motion seconded by Mrs. Mitchel and the vote was unanimous.

Lakes Region Conservation Trust: This organization recently submitted both their charter and financial statement. Mr. Shambaugh made a motion to approve the Lakes Region Conservation Trust's application for tax-exempt status; motion seconded by Mrs. Mitchel and the vote was unanimous.

Leonard Boyd Chapman Bird Sanctuary: This organization recently submitted their charter statement. Mr. Shambaugh made a motion to approve the Leonard Boyd Chapman Bird Sanctuary's application for tax-exempt status; motion seconded by Mrs. Mitchel and the vote was unanimous.

Sandwich Fair Association: The Selectmen expressed concern that some of the buildings on the Fairgrounds are being used as a storage property and providing income. The fairgrounds are also being used off-season for RV gatherings. Because these activities do not benefit the residents of Sandwich, the Fair Association may not be eligible for 100% property tax-exemption. The Selectmen still require more information before they can make their decision and will schedule a "walk-through" with the President of the Fair Association later this week.

Selectmen Reports: Mr. Shambaugh reported that the Conservation Commission received approval for grant money in the amount of \$1500.00, to be used in conjunction

with the \$1000.00 gift from White Sylvania Trust, to perform an exotic aquatic plant survey in our waterbodies. The town needs to schedule a public hearing to accept this grant money. Mr. Shambaugh inspected the Whiteface Fire Station to determine the state of the shingles on the exterior of the building. He confirmed that they are in bad shape, especially on the south side of the building. He feels that it is worthwhile to include the re-shingling of the south side of the fire station in the next budgeting cycle. A resident inquired about who posted the fairgrounds with a sign that states "no unrestrained dogs allowed." Mrs. Huff stated that neither the town nor the police posted the sign.

Mrs. Mitchel received a call from Jocelyn Gutchess asking if participants of the SLA bike-around-the-lake event can use the town port-o-potties at the Town Beach. The Selectmen agreed that it would not be a problem and will write a letter stating their support of the SLA and this event. Mrs. Mitchel reported on the Library Trustee meeting that took place last Wednesday. The lights in the library need to be replaced because they contain PCBs. NH Electric Cooperative will install new lights and has offered to pay half; the other half, \$1800.00, will need to be taken out of the Capital Reserves. Mrs. Mitchel updated the Selectmen on the lightning strike that occurred at the library.

Mr. Bewley completed a building permit application inspection for a septic. He attended the meeting with the Quimby Trustees and Tom Curren of the Lakes Region Conservation Trust. The Quimby Trustees asked for a meeting because they were concerned about the lack of conservation easements on some of the properties that LRCT owns in Sandwich. Tom Curren assured the Trustees that it is part of their charter statement to preserve and protect open space and they cannot sell the land once purchased. LRCT is currently working to place easements on their properties with other organizations, which will provide an extra measure of protection. The Selectmen shared that they thought the land LRCT owned should at least be put in current use to further protect it.

Mr. Bewley addressed the potential driveway building permit application and how it relates to our zoning ordinances. Town Counsel will be asked if the Board has the authority to require a driveway building permit based on our current zoning ordinance. The Planning Board will also be consulted for their input.

Other Business: The Selectmen read through the information presented by Craig Evans about the disposition of town records in the vault. Mrs. Mitchel made a motion to accept the recommendations of Craig Evans about the disposition of town records based on state statutes; motion seconded by Mr. Bewley and the vote was unanimous. Two separate letters of correspondence were reviewed, both asking for financial and other support of their causes. The Selectmen agreed that the town did not have an interest in supporting either at this time.

The Selectmen discussed the sale of the town-owned property, Map R1 Lot 77. They addressed a letter written by a concerned citizen about the details of the sale. Town Counsel did put some building restrictions in the deed. Both the Planning Board and

Conservation Commission have approved the sale. Town Counsel will be asked to complete the deed and hearings will be scheduled.

Mrs. Huff reported that a few residents living on Grove Street and Diamond Ledge Road have complained about the speed of the large trucks leaving Cook's Gravel Pit. She suggested to them that they write a letter as a group to the Police Department. Mr. Bewley will also speak to Chief Young about the problem.

A family has requested financial assistance from the town to help pay for the fees for the Sandwichlot program. The town has always offered assistance in the past for families that need help paying for recreation programs. Mr. Shambaugh made a motion to provide financial assistance in the amount of \$75 to a family to help pay for a SandwichLot program; funds to be drawn from the Revolving Fund; motion seconded by Mrs. Mitchel and the vote was unanimous.

At 10:00 P.M. Mr. Bewley made a motion to enter in Non-Public Session per RSA 91-A:3, II(b) to consider the hiring of a public employee for the position of Road Agent. Non-Public Session was adjourned at 10:15 P.M. The minutes were sealed. Mr. Bewley was authorized to present the proposal.

There being no further business, the meeting was adjourned at 10:15 P.M.

Respectfully submitted,
Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman Benjamin D. Shambaugh Susan C. Mitchel

Selectmen's Work Session: June 20, 2005

Present: Selectmen Carroll E. Bewley and Benjamin D. Shambaugh; Fred Lavigne, Peter Pohl, and Steve Danielovich; Wendy Huff

Mr. Bewley called the work session to order at 6:33 P.M.

Mrs. Huff reviewed the response from letters sent regarding applications which had previously been inspected. Mr. Danielovich and Mr. Pohl reviewed their inspections of the remaining applications.

There was general discussion regarding map & site requirements to adequately show the boundaries of current use and non-current use areas. All agreed that the town should provide a map example to be included with the application. Town Counsel will be consulted as to whether the town can have more stringent requirements than the Current Use rules in regard to boundary details.

The meeting was adjourned at 6:17 P.M.

Respectfully submitted,

Wendy J. Huff

Carroll E. Bewley

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

Selectmen's Meeting: June 20, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, and Susan C. Mitchel;
Peter Prentice and Colin Weeks

Mr. Bewley called the meeting to order at 5:30 P.M.

Mr. Bewley made a motion, seconded by Mr. Shambaugh, to enter into Non-Public Session at 5:31 P.M. per RSA 91-A:3, II(b) to consider the hiring of a public employee for the position of Road Agent. Non-Public Session was adjourned at 6:29 P.M. The minutes were sealed and no decisions were made.

Carroll E. Bewley

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

Selectmen's Work Session: June 15, 2005

Present: Selectmen Carroll E. Bewley and Benjamin D. Shambaugh; Wendy Huff

Mr. Bewley called the work session to order at 7:00 P.M. Abatement applications were reviewed. Avitar Associates will be contacted regarding questions on several of the applications.

The meeting was adjourned at 9:04 P.M.

Respectfully submitted,

Wendy J. Huff

Carroll E. Bewley

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

Selectmen's Minutes: June 13, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan C. Mitchel; Tony Leiper, Stuart & Betty Kay, Laura Benoit, Mark & Marjorie Allen, Jennifer Wright, Bob Biddle, Nancy Morton, Carolee & Spencer Martin, Steve Danielovich, Richard Benton, Jocelyn Gutchess, Sue Greene, Kerry McEleney, Barbara Kerr, Martin Carney, Patty Heard, Pam Urda, unidentified couple, Doug Wyman; Wendy Huff.

Mr. Bewley opened the Selectmen's Meeting at 7:30 P.M.

Minutes:

Mr. Shambaugh made a motion to approve the minutes of the June 6th current use work session as written; motion seconded by Mrs. Mitchel and the vote was unanimous. Mr. Shambaugh made a motion to approve the minutes of the June 6th Selectmen's Meeting as amended; motion seconded by Mrs. Mitchel and the vote was unanimous. Mrs. Mitchel made a motion to approve the minutes of the special meeting on June 9th as written; motion seconded by Mr. Shambaugh and the vote was unanimous.

Park & Recreation Department Discussion:

Mr. Bewley read the retirement letter of Jere Burrows that was submitted to the Selectmen on Tuesday, June 7. Mr. Bewley then read the two letters of response from the Selectmen: one accepted his letter of retirement effective immediately per his request; the other asked to arrange a meeting date when the Selectmen could meet with

Mr. Burrows to determine what equipment the town owns and the status of summer programs and location of program files.

The meeting was then opened to the floor for comments or questions:

- There was a consistent message expressed that Mr. Burrows felt that he was being micromanaged by the Board and was treated differently than other department heads which led to his sudden action to retire. A few people had spoken to Mr. Burrows in the past two days and suggested that he would consider returning if the Selectmen asked him to. The Selectmen were urged to reconsider accepting Mr. Burrows' retirement letter.
- Many attendees voiced their support of Mr. Burrows and the work he did during his 31 years involvement, including time as Park & Rec Director. They felt that the children of Sandwich benefited from his hard work and coaching style and that he provided a safe and supportive atmosphere for the children, running an inclusive program that made all children feel welcome.
- Statements were made about Mr. Burrows' lack of a substantial raise recently, the Board's micromanagement of his time, his low salary compared to the proposed Road Agent salary, poor communication channels, and friction between Mr. Burrows and the Board.
- The Board stated that Mr. Burrows did receive raises over the years. He had also been required to submit time sheets for regular and overtime hours, the same as other town employees. Mr. Burrows was allotted 80 hours overtime for the year. After he had already expended over 50 hours early in the year, a relatively slow time for activities, the Selectmen sent Mr. Burrows a letter (on 3/16/05) emphasizing that he needed to manage his overtime carefully. Communication has not always been at an optimal level because complaints were sometimes made to the Selectmen, rather than to Mr. Burrows directly. While the Selectmen agreed that this was problematic, they noted they were obligated to address a problem if it was brought to their attention, and did so by speaking with Mr. Burrows promptly.
- A comment was made that we need to acknowledge the work that Mr. Burrows accomplished, make sure he knows how much the town appreciates him, and move forward to continue and expand the programs that are in place. This is a very busy season in Sandwich and we need to work together to make sure the programs continue to run smoothly.
- Laura Benoit volunteered to take over the coordination of getting the beach and swimming program in place. She will take inventory of the beach shed, and coordinate the installation of the raft, lifeguard chairs, and rope/buoys for the swimming area. Swimming lesson sign-ups will still take place during the week of June 20-24 from 9-5 at the beach.

- A member of the Park & Rec Committee was wary about asking volunteers to run the many programs this summer. The Selectmen responded that the larger programs such as tennis lessons, Old Home Week, etc. should be run by individuals but they would get paid for their time.
- Steve Danielovich, the Chair of the Park & Rec Committee, outlined the summer programs currently in place. Other members of the Park & Rec Committee shared their knowledge about the programs. The Park & Rec Committee will schedule an emergency meeting this Wednesday or Thursday at Town Hall to discuss programs and their coverage. The Selectmen stated that they are willing to do whatever needs to be done to make sure the department continues to run smoothly

Selectmen Reports:

Mrs. Mitchel received a complaint about the condition of Range Road, as did Mr. Bewley. They drove the road to assess its condition. Doug Wyman reported that the road crew was working on the washouts there throughout the day. Mrs. Mitchel inspected two building permit applications and three current use applications. There was a lightning strike at the library which took out the T-1 line providing wireless internet service. The wireless internet service should be running again by Wednesday. Mrs. Mitchel made an inspection of a boathouse location at Pinehurst based on confusion of ownership stemming from an abatement application.

Mr. Shambaugh stated that the Forum on Education last Thursday evening was very well attended with approximately 100-120 people present. The presentations made were very informative and the audience exhibited wide support for SCS. The Selectmen agreed to meet with the members of the Sandwich Education Committee at a Selectmen's meeting in the near future.

A property owner expressed concern about abatement denial based on the recent revaluation. His assessment went up drastically because of the view from his property which his abutting neighbor created. The Selectmen will consult with the assessors to learn more about options for this type of situation.

Mr. Shambaugh did three building permit application inspections. In one inspection it appeared that steep slopes are present, some in excess of 25%, and that the area was more than 15,000 square feet of contiguous steep slopes. Because work on the driveway had already begun, a letter must be written immediately notifying the owner of the possible presence of steep slopes and that the property owner should provide a survey map with contours. The current building permit application will be placed on hold until it can be determined if a steep slopes application to the PB is required.

Mr. Shambaugh addressed the current drawbacks of the building permit process relative to the existence of steep slopes. There are fewer buildable lots in Sandwich and therefore Mr. Shambaugh felt that a professional may need to provide a second opinion as to the existence of steep slopes during the building permit inspection process. Also, because driveways are not currently listed on the building permit application they are being built before other inspections take place, sometimes into steep slopes. The Selectmen discussed creating a driveway permit application, separate from the existing driveway cut permit, but need to consult with the Planning Board and check our zoning ordinances first.

Mr. Bewley reported on the ZBA meeting last Wednesday. The application for a

variance for a septic replacement was approved because it met state setback standards. An application for a home occupation for a portable sawmill was also approved. Mr. Bewley made two building permit application inspections which he approved.

Other Business:

Doug Wyman informed the Selectmen that the radiator, hoses and cooling system needed to be replaced in the Crown Victoria cruiser; cost of the repair is \$1100.00. He also reported that a Wickes Lumber truck tore out part of the sidewalk on Main Street while making a delivery to Polly Jewett's house. Wickes Lumber has been notified.

CPR training for town employees is taking place this Wednesday.

Based on the many comments made by the audience during the earlier portion of this meeting, the Selectmen felt it was important to review their decision about accepting Jere Burrows' retirement letter. After discussion, the consensus was that they should honor Mr. Burrows' choice as his letter was clear and he did not indicate that he wanted to discuss any issues further. Mr. Shambaugh made a motion to stand by the earlier decision to accept Jere Burrows' letter of retirement; motion seconded by Mrs. Mitchel and the vote was unanimous.

A property owner who filed an abatement, which was denied, asked about the proper appeal process based on the Selectmen's decision. The Selectmen will notify her that all appeals on abatement decisions must be done through the Bureau of Tax and Land Appeals (BTLA) in Concord. She may submit a survey noting the accurate acreage, which would be reflected in a corrected property card.

There being no further business, the meeting was adjourned at 10:25 P.M.

Respectfully submitted,

Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

Selectmen's Meeting: June 13, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan C. Mitchel; Peter Prentice, Wendy Huff

Mr. Bewley called the meeting to order at 6:31 P.M. and moved to enter non-public session pursuant to RSA 91-A:3, II (b), the hiring of a public employee, to discuss the Road Agent position. Mr. Shambaugh seconded the motion which passed unanimously.

The non-public session was adjourned at 7:15 P.M. and the minutes were sealed. The Selectmen briefly discussed the Squam Lake access on Metcalf Road with Mr. Prentice.

The meeting was adjourned at 6:28 P.M.

Respectfully Submitted,
Wendy J. Huff

Carroll E. Bewley, Chairman

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

Selectmen's Minutes: June 6, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan C. Mitchel; Louis Brunelle, Richard Young, Earl Keniston, Doug Wyman, Juli Hird, Lee Quimby; Wendy Huff.

Mr. Bewley opened the Selectmen's Meeting at 7:45 P.M.

Minutes: Mr. Shambaugh made a motion to approve the following: the minutes of the regular Selectmen's Meeting on May 23, 2005 as amended; minutes of the work sessions on May 19 & May 23 as written; minutes of the meeting on May 26 with the P&R Director as written; the minutes of the two meetings about the hiring of a new Road Agent on May 26 & June 1 as written; and the three non-public session minutes on June 1 as written; motion seconded by Mrs. Mitchel and the vote was unanimous.

Emergency Management Discussion:

Earl Keniston from the State of New Hampshire Emergency Management familiarized the Selectmen with the town's ability to access grant money to create either a Hazard Mitigation Plan and/or a Local Emergency Operations Plan (LEOP). The town's current Emergency Management team (Chief Young and Chief Brunelle) have the option of either writing the plans themselves or hiring a contractor from the State to help. The grant money would cover the costs of creating it, plus there would be enough money leftover to keep in an emergency management fund. Once you have one of these plans

and it is on file with the State, the town is eligible for other grants in the future. Mr. Keniston then described the work being done in neighboring towns. The Selectmen thanked Mr. Keniston for the information and will discuss these options further with Chief Young and Chief Brunelle.

Memorial Day Observance:

Juli Hird spoke on behalf of Sandwich Central School regarding the involvement of the children in the Memorial Day Observance. The school feels strongly that the children remain involved in the festivities and has suggestions for the future. Mrs. Hird recommended that the essay contest be among the 4th and 5th graders next year, rather than the 6th graders. The topic relates more to the 4th/5th grade curriculum and would provide a larger pool of writers. She feels that the 6th graders should be responsible for planning the music portion of the observance. The Selectmen were asked to come to the school and invite the children to participate personally next April. On a different topic, Mrs. Hird asked the Selectmen if the 4th grade class could participate in Town Meetings in the future since they learn about local and state government throughout the year. The Selectmen expressed appreciation that the school is so willing to participate in the Memorial Day festivities.

Mr. Quimby discussed the arrangements for the Forum on Education this coming Thursday at Sandwich Central School.

Chief Young addressed the complaint about the parking location of a large tractor/trailer truck on Smithville Road. Mr. Bewley will write a draft letter to the owner of the truck asking him to park it in a better off-road location. Chief Young also asked if the police department could have a credit card for use at out-of-town training seminars. The Selectmen felt it would be a better idea to get a credit card for use by all town departments.

Chief Brunelle reported that Engine #2 is out of service for repairs on the ladder railing and front and rear suspension. The Chief provided a fire pond update and inquired about replacing some shingles on the Whiteface Fire Station. Mr. Shambaugh volunteered to inspect the Whiteface Station to assess the problem. Chief Brunelle also reported that the new trailer from the Forest Division arrived and is being retrofit for our use.

Employee Review Process:

The employee review process was implemented about 5-6 years ago and has since become inactive. The Selectmen discussed the merits of having annual employee reviews and feel strongly that the program needs to be revitalized. Documentation is always very important, as well as employee participation. Their goal is to hold employee reviews this summer.

Selectmen Reports:

Mrs. Mitchel reported that she had a discussion with Jere Burrows about the Bill Lamper Basketball League. Mr. Bewley met with both Mr. Burrows and Mr. Muskat to resolve an incident at a recent baseball game. Mrs. Mitchel received a call from a property owner

about her abatement denial. The property owner claims that her acreage is incorrect; the town requires a full survey in order to verify her claim.

Mr. Shambaugh reported on the two scenic road cut inspections that took place for a PSNH maintenance cut. He stated that the application and inspections were thorough and well organized. The hearing took place at the Planning Board meeting last Thursday and approval for the cut was granted. The Planning Board had a consultation discussion with Don Brown about future plans for his business. The Selectmen asked the Planning Board to discuss their interpretation of the zoning ordinance in reference to □Mother-in-Law□ apartments and temporary structures. After much discussion, the Planning Board agreed to address these two issues further in their ordinance sub-committees.

Mr. Bewley noted the letter from the Webster Land Corporation addressing the Selectmen's request to use part of their land for parking at the Metcalf Road Causeway. Mr. Bewley will call Peter Harris, the President of Webster Land Corporation, to discuss the issue further.

Mrs. Huff learned that the Federal Government now allows fourteen months for employees to spend money earned in a Flexible Spending Account (Section 125). After further discussion about bookkeeping issues, Mr. Bewley made a motion to remain at the 12 month time period; motion seconded by Mrs. Mitchel and the vote was unanimous.

The Selectmen discussed releasing the revaluation bond to Avitar now that the new values have been accepted by the Town. Mr. Shambaugh made a motion to release the bond to Avitar; motion seconded by Mrs. Mitchel and the vote was unanimous.

The Selectmen are still interested in scheduling a Right to Know Seminar for all committee members. Mrs. Huff will contact Walter Mitchel to schedule.

Jackie Brackett is teaching a CPR class for all town employees on Wednesday, June 15th. Two sessions are being held: 9-11 am and 1-3 pm. All town employees are encouraged to attend.

Other Business:

Mrs. Huff presented to the Selectmen the different estimates for painting the Police Department. Mr. Bewley made a motion to award the painting job to Pam Urda; motion seconded by Mrs. Mitchel and the vote was unanimous. Ms. Urda hopes to begin the work mid-June.

Mr. Shambaugh noted that Town Hall needs to be painted, especially in the front. CIP addressed this issue in their meetings last year and plan on painting two sides at a time, beginning next year.

Mrs. Huff asked for administrative support for the next two weeks to work on filing the deeds from the vault into the property folders. The Selectmen agreed that there was room in the Administrative budget to hire Carrie Fair to do this work for the next two weeks before she begins her job as the Sticker Enforcement Officer.

At 10:17 P.M. Mr. Bewley moved that the meeting go into non-public session pursuant to RSA 91-A:3, II(b), hiring of a public employee. The motion was seconded by Mr. Shambaugh and approved unanimously. The non-public session was ended at 10:42 P.M. No action was taken and the minutes were sealed.

There being no further business, the meeting was adjourned at 10:42 P.M.

Respectfully submitted,

Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

Selectmen's Meeting: June 1, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, and Susan C. Mitchel (by phone).

The meeting was convened at 8:07 A.M. At 8:09 A.M. Mr. Bewley moved that the meeting go into non-public session pursuant to RSA 91-A:3, II(b), hiring of a public employee. The motion was seconded by Mr. Shambaugh and approved unanimously. The non-public session was ended at 8:30 A.M. No action was taken and the minutes were sealed.

At 8:35 A.M. the Selectmen welcomed Joseph Canfield to discuss the position of Sandwich Road Agent, for which he was an applicant. At 8:45 A.M. Mr. Bewley moved that the meeting go into non-public session, pursuant to RSA 91-A:3, II(b), hiring of a public employee, which was seconded by Mr. Shambaugh and unanimously approved. The non-public session ended at 9:52 A.M. No action was taken and the minutes were sealed.

After a recess, the Selectmen resumed the public meeting at 10:00 A.M., whereupon Mr. Bewley made a motion to again enter non-public session, pursuant to RSA 91-A:3, II(b), hiring of a public employee, which was seconded by Mr. Shambaugh and unanimously approved. The non-public session ended at 10:26 A.M. The minutes were sealed. Mr. Bewley was authorized to present a salary and benefits proposal to Mr. Canfield on behalf of the Board.

There being no further business, the meeting was adjourned at 10:30 A.M.

Carroll E. Bewley, Chairman

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

Selectmen's Meeting: 5/26/2005

The meeting was convened at 7:30 P.M. at the Town Hall to review the results of interviews of applicants for the Sandwich Road Agent position. In attendance were Selectmen Ben Shambaugh, Susan Mitchel (by telephone), and Carroll Bewley and Road Agent Pete Prentice.

Mr. Bewley reported that earlier in the day he had spoken to applicant Jimmy Boucher, who resides in Plymouth, to clarify whether he intended to move to Sandwich if selected for the position. During the interview on May 25th Mr. Boucher had indicated he could not move because he had two children in Plymouth schools. Mr. Bewley pointed out that living within 15 miles of the Sandwich office was a requirement of the position. Mr. Boucher confirmed that he was not prepared to move, so understood that he could not be selected.

In discussing how they had ranked the persons interviewed, Mr. Shambaugh, Mrs. Mitchel, Mr. Prentice and Mr. Bewley all stated that Joe Canfield was their top choice. There was recognition that Mr. Canfield had not previously worked in a highway department, but the consensus was that his strong work ethic, knowledge of and ability to operate heavy equipment, familiarity with Sandwich roads because of his service as a police officer, focus on accomplishing the mission, and experience in dealing with the public in situations that are sometimes emotionally charged were strong attributes. Moreover, he will have at least two months of overlap with Mr. Prentice to become familiar with Department personnel and procedures.

A decision was made to notify Mr. Canfield that he was a finalist for the position, and to initiate a background check and interview of references. Following this, a meeting will be scheduled with Mr. Canfield to discuss salary and to formally offer him the position. It was further agreed that a letter should be sent to Mr. Boucher, thanking him for his interest but noting that he did not meet the requirement for residence within 15 miles of the Sandwich Highway Department. It was decided that notification to the other applicant, Colin Weeks, should be deferred until we get the results of the background check and reference interviews on Mr. Canfield.

The meeting was concluded at 8:25 P.M.

Sincerely,

Carroll E. Bewley, Chairman

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

Selectmen's Meeting: May 26, 2005

Present: Selectmen Susan Mitchel, Ben Shambaugh, Carroll Bewley; Jere Burrows, P& R Director

Mr. Bewley opened the meeting at 7:35 A.M. and stated that the purpose was to discuss reports that had been received that Mr. Burrows had stated the Town of Sandwich planned to withdraw from the Bill Lamper Basketball League. He noted that the meeting was being convened less than 24 hours after public noticing because of the need to clarify the matter.

Mr. Bewley stated that he had been contacted on May 18, 2005 by Randy Eifert of the League, who said that decisions had been made to reorganize. Mr. Eifert stated that Mr. Burrows had pretty much run the League previously, but there was a feeling among parents that they wanted to be more involved. One irritant was that meetings were often announced the day before, making it difficult to schedule attendance. Mr. Eifert said that when Mr. Burrows was advised of the reorganization, he stated it was his intent to take the Sandwich children out of the League and move them to Moultonborough. Moreover, when asked about the League's funds and checkbook, Mr. Burrows produced a letter stating that he wanted 1/5 of the monies turned over to Sandwich. Mr. Eifert stated that the League had advised Mr. Burrows that they wanted him to stay involved and hoped that Sandwich would not withdraw.

Mrs. Mitchel held preliminary discussions with Mr. Burrows on May 25, 2005 to obtain information about the subject.

Mr. Burrows stated that he had not meant to communicate that it was his intent to withdraw Sandwich from the League, and that the letter regarding the checkbook and

Sandwich receiving its share of the balance (see attached copy) was only intended to be for the purpose of establishing ownership, if Sandwich should withdraw. Mr. Bewley stated that notwithstanding the intent, it was apparent that League members interpreted the message differently. Mr. Burrows assured the Selectmen that he had no plan to take Sandwich out of the League, and would not make any move in that direction without first discussing it and getting a consensus from the interested parties: parents, Parks and Recreation Committee and the Selectmen.

The Selectmen emphasized the desirability of continuing Sandwich's participation in the League and the need to try to resolve any differences – for example, Mr. Burrows noted that there were different views on whether to teach zone or man-on-man defense – through negotiations. They also reinforced the need to avoid a “them and us” mentality from developing. Finally, they emphasized that if a situation should develop where it was believed that Sandwich's continued involvement in the League was not the best course, this would need to be discussed in public meetings that were properly noticed and involved all stakeholders before any decisions were made. Mr. Burrows stated that he understood and agreed.

The meeting was adjourned at 8:28 A.M.

Sincerely,

Carroll E. Bewley, Chairman
Board of Selectmen

Benjamin D. Shambaugh

Susan C. Mitchel

Selectmen's Minutes: May 23, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan C. Mitchel; Louis Brunelle, Richard Benton; Wendy Huff.

Mr. Bewley opened the Selectmen's Meeting at 7:42 P.M.

Minutes: Mr. Shambaugh made a motion to approve the minutes of May 16, 2005 as written; motion seconded by Mrs. Mitchel and the vote was unanimous. Mr. Bewley made a motion to approve the minutes of the staff meeting of May 17, 2005 as amended; motion seconded by Mrs. Mitchel and the vote was unanimous.

Fire Chief Louis Brunelle presented to the Selectmen a letter of commendation for Dale MacKay for his hard work in building the new utility truck for the department. Mr. Shambaugh made a motion that the Selectmen sign the letter of commendation for Dale MacKay; motion seconded by Mrs. Mitchel and the vote was unanimous. Chief Brunelle reported on the current state of the fire ponds throughout town. He listed

those ponds that need repair, and one that has failed. The Selectmen suggested that funds from the fire pond reserve be used for these repairs. Chief Brunelle will look into the proximity of the new well to the septic system at the Whiteface Station.

Solid Waste Facility Ordinance: This ordinance was written in 1990 and needs to be updated. The Selectmen do not want to change its intent, but want to clarify the policies. Mr. Shambaugh volunteered to write a draft of a new ordinance for the Selectmen's review.

The Selectmen held a work session last Thursday, May 19 to review abatement applications. Mr. Shambaugh made a motion to approve the abatement decisions made during last week's work session and as provided in the attachment; the decisions resulted in a decrease in assessments totaling \$575,800, with abatement checks written totaling \$5,657.35; motion seconded by Mrs. Mitchel and the vote was unanimous. The date of the next abatement work session is June 15 at 7:00 P.M.

The Sticker Ordinance Committee met to revise their guidelines on issuing summons to anyone not in compliance with our sticker policy. Anyone who wants to dispute their ticket may request to have a hearing before the parking ticket committee. This request can be made through the Selectmen's office. After review, Mr. Shambaugh made a motion to accept the new guidelines made by the Sticker Ordinance Committee; motion seconded by Mrs. Mitchel and the vote was unanimous.

Selectmen Reports:

Mrs. Mitchel attended Ryan Milbury's Eagle Scout award ceremony where she presented him with a letter of commendation from the Selectmen. The award ceremony was very well attended with representatives from both the governor's and state senate offices.

Mrs. Mitchel attended both the HDC and Library Trustee meetings last week.

Mr. Shambaugh received a call from a property owner from the Pinehurst subdivision who was taxed on a boathouse in error. This particular boathouse has not been claimed as being owned by any of the residents in that region. Another site visit will need to be made by Avitar to determine the property owner of this boathouse. Mr. Shambaugh volunteered to be present at the inquiry.

Mr. Shambaugh discussed the recent letter submitted by Lewis Jackson in which Mr. Jackson made statements about decisions made during the Selectmen's meeting of May 2, 2005. Mr. Shambaugh does not agree with some of the statements and conclusions that Mr. Jackson made in his letter concerning his building permit application.

Mr. Shambaugh questioned if there was a response yet from the owners of the driveway being built on Squam Lake Road that is in violation of erosion controls. The Selectmen's office spoke to the supervisor of the project and he confirmed that all problems addressed in the Selectmen's letter have been corrected.

Mr. Bewley received a call from a board member in the Bill Lamper Basketball League with concerns about allegations that Jere Burrows may pull Sandwich out of the league. A discussion followed in which the Selectmen raised concerns that Mr. Burrows did not discuss this with either the Selectmen, parents of children in the league, or the Park and

Rec Committee. Mr. Shambaugh was concerned about the allegations that Mr. Burrows was acting on behalf of the town to accept funds resulting from the withdrawal. Mrs. Mitchel will schedule a meeting with Jere to learn more about these issues. The Selectmen discussed releasing the revaluation performance bond back to Avitar now that they have fulfilled their contract. The Selectmen decided to put the release of the bond on hold until they study Avitar's contract further. The Selectmen will conduct interviews of candidates for the Road Agent position on Wednesday morning at Town Hall.

Other Business:

Mr. Benton inquired about the scheduling for the Right to Know Seminar to be held by our Town Counsel. He also provided an update on the upcoming Scenic Road Cut by PSNH and the relevant hearings.

There is a septic system that has failed on a property on Dinsmore Pond. Abutters have expressed concern over this failure and so Mrs. Huff called DES to verify state requirements on the issue. The state requires a cease and desist of the failed system and proof that the problem will be remedied. The owner confirmed that the system has not been used since it failed and that a port-o-potty will be installed for the summer. The owner has also contracted David Ames Associates to study the problem and to try to remedy the situation. The property that contains the septic system is a non-conforming lot. The town health inspector will inspect the site to make sure that the leachfield is in compliance with health regulations.

Mrs. Huff reported that the town only received two proposals for painting the police station. The project could start mid-June upon approval by the Board.

Due to the power outage, at 9:40 P.M. the Selectmen decided to continue this Selectmen's Meeting until Tuesday, May 24 at 11 A.M. for the signing of official documents.

Respectfully submitted,

Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen

Selectmen's Minutes: May 16, 2005

Present: Selectmen Carroll E. Bewley, Benjamin D. Shambaugh, Susan C. Mitchel; Jenn Smith, Tara Schroeder; Wendy Huff.

Mr. Bewley opened the Selectmen's Meeting at 7:35 P.M.

Minutes: Mr. Shambaugh made a motion to approve the minutes of May 9, 2005 as amended; motion seconded by Mrs. Mitchel and the vote was unanimous.

The Selectmen held a work session with Gary Roberge of Avitar last week which they agreed was very informative. Mrs. Mitchel made a motion to approve the minutes from that work session on May 11th; motion seconded by Mr. Shambaugh and the vote was unanimous.

The non-public minutes from the Selectmen's meeting on May 9, 2005 were read and released. Mrs. Mitchel made a motion to approve the minutes from the non-public session on May 9, 2005; motion seconded by Mr. Bewley and the vote was unanimous.

Mr. Shambaugh noted that in the previous week's Planning Board meeting there was a discussion about the Scenic Road Cut proposal by PSNH for maintenance on their lines. The Scenic Road Cut will be appropriately noticed and advertised.

Green Mountain Conservation Group: Jenn Smith, the Water Quality Coordinator for GMCG presented the 2004 Water Quality Report on the Ossipee Watershed to the Selectmen. The only site tested in Sandwich from this watershed is the Cold River, near Foss Flats Road. This is the fourth year in the program and the Cold River has proven to be the least impacted than all the other test sites. Ms. Smith encouraged the town to continue supporting this effort financially, and described the recent expansion of the project. Ms. Smith introduced the new Program Coordinator for GMCG, Tara Schroeder. Ms. Smith then explained the two year project called the Watershed Coalition, focusing on natural resource-based planning with local towns. Rick Van de Poll and Ashley Bullard will serve on a sub-committee representing the Conservation Commission and Planning Board and will use this resource for work on our Master Plan. Ms. Smith noted that much of the water-testing is done by volunteers and thanked our Sandwich site volunteer, Rose deMars.

Exempt Applications: The Selectmen received two Veteran's Credit applications. The proper paperwork was submitted for both. Mr. Shambaugh made a motion that the Selectmen sign and accept the applications for a veteran's credit from Margaret Myer and Loring Briggs; motion seconded by Mrs. Mitchel and the vote was unanimous. Mrs. Mitchel made a motion to approve the tax exempt status for properties owned by the Federated Church as a religious organization; motion seconded by Mr. Shambaugh and the vote was unanimous.

Letters will be sent to the remaining unapproved applicants for tax exemption on their properties requesting more information.

Selectmen Reports:

Mr. Shambaugh had a conversation with a member of the recently formed Housing Committee in which they discussed town involvement. The Selectmen agreed that this was currently only an ad-hoc committee, and while they fully support their work, any more involvement by the town would necessitate Town Meeting approval.

The town has not received a response yet from the owners of the driveway being constructed on Squam Lake Road that appears to be in violation of erosion controls. Mrs. Mitchel addressed the release of previously sealed non-public minutes. Having reviewed the non-public minutes, Mr. Shambaugh made a motion to approve the release of the sealed non-public minutes; motion seconded by Mrs. Mitchel and the vote was unanimous. The dates and originals of these meeting minutes are attached. After further discussion about two additional non-public meeting minutes, Mr. Shambaugh moved that they include the release of those minutes also; motion seconded by Mrs. Mitchel and the vote was unanimous.

The Selectmen discussed the proposed wording on the parking ordinance and decided they needed a few more questions answered by the committee before approval. A deadline was discussed for the purchase of stickers before the ticketing would begin in the summer. Mr. Shambaugh made a motion that anyone using the town beaches without the appropriate sticker/guest pass after June 15th will be ticketed; motion seconded by Mrs. Mitchel and the vote was unanimous.

Mrs. Mitchel presented to the Board a packet on interview guidelines and suggestions for review before they begin their Road Agent interviews.

Mr. Bewley presented for the Board's review the Statement of Objectives for the Municipal Building Committee. The quarterly town newsletter will be mailed to all property owners next week and will include a summary.

Mr. Bewley inspected and approved a building permit application. He also received a complaint that some residents are not recycling paper goods properly at the Transfer Station. He wrote up a blurb advocating paper recycling to be included in the newsletter. It was noted that paper recycling is voluntary.

Betsy Paine notified the Selectmen of two meetings scheduled by the District Enrollment Committee: May 25, 4-6 P.M. at SCS with the School District Attorney June 8, 4-6 P.M. at the Humiston Building with State Legal Counsel to discuss Charter Schools.

Mr. Bewley reported on the ZBA meeting last week. There was a special exception application for a septic replacement, but after discussion the ZBA decided it should have been a variance application instead. The application will be re-noticed and heard at next month's meeting. During this meeting, it was discovered that our zoning ordinances may differ from state requirements with respect to septic holding tanks. The ZBA will research and notify the Planning Board for review.

There being no further business, the meeting was adjourned at 9:50 P.M.

Respectfully submitted,

Catherine Crockford
Selectmen's Assistant

Carroll E. Bewley, Chairman

Benjamin D. Shambaugh

Susan C. Mitchel
Board of Selectmen