

## **MINUTES OF SELECT BOARD MEETING**

**Hope Select Board  
Tuesday, February 14, 2023  
6:30 p.m.  
Hope Town Office**

### **Board Members Present:**

- Sarah Ann Smith, Dick Crabtree, Charlie Weidman, Mike Brown, and Michael Schultz

### **Others Present:**

- Samantha Mank, and Chelsea Summers

### **Call to Order:**

- The meeting was called to order at 6:31 p.m. by Sarah.

### **Agenda Adjustments/Approval:**

- Dick made a motion to approve the agenda as written. It was seconded Charlie.  
**Motion passed 5-0**

### **Public Comment:**

- None

### **Minutes:**

- January 24, 2023: Charlie made a motion to approve the 1/24/23 minutes. It was seconded by Michael.  
**Motion passed 5-0**

### **Warrants 54, 55, 56, & 57:**

- The Select Board reviewed the warrants. Charlie made a motion to approve and sign warrants 54, 55, 56, and 57. It was seconded by Michael .  
**Motion passed 5-0**

### **New Business:**

- 2<sup>nd</sup> Qtr. Financial Report: Chelsea presented the second quarter financial report. The Town is on track with the budget. There were a few exceptions that included large lump sum payments that typical are made during the first quarter. In addition, the emergency road reserves line has a negative balance as the Town is still awaiting the reimbursement from FEMA from the 10/31/21 storm damage and repairs.
- Resignation, Bookkeeper – Catrina Murray: Charlie made a motion to accept the resignation of Catrina Murray as the bookkeeper with regret, thanks, appreciation, and best wishes. It was seconded by Michael.  
**Motion passed 5-0**
- Recommendation for Amendment to Budget Committee Ordinance: Charlie made a motion to include the Budget Committee Ordinance amendments on the March 2, 2023 Special

Town Meeting Warrant. It was seconded by Dick.

**Motion passed 5-0**

- Review & Sign Special Town Meeting Warrant: The Select Board reviewed and signed the warrant for the 3/2/23 Special Town Meeting.
- Discussion Town Report Dedication: The Select Board discussed the dedication of the 2023 annual town report.

**Old Business:**

- None

**Other Business:**

- None

**Board of Assessors:**

- Suspend as Select Board/Convene as Board of Assessors: Charlie made a motion to suspend as the Select Board and to convene as the Board of Assessors at 7:27 p.m. It was seconded by Michael.

**Motion passed 5-0**

- Abatement Request for Todd & Coragene Riggs – 841 Hatchet Mountain Rd. - \$245.25: After some discussion, the Assessors tabled this item until Vern could provide additional information.
- Adjourn as Board of Assessors/Reconvene as Select Board: Charlie made a motion to adjourn as the Board of Assessors and to reconvene as the Select Board at 7:43 p.m. It was seconded by Mike.

**Motion passed 5-0**

**Town Administrator Report:**

- I had the final meeting with FEMA and MEMA on Tuesday, February 7<sup>th</sup>. All certifications have been signed and the Town's case is officially closed. The final distribution is 90% (\$127,272.57) share from federal (FEMA), 6% (\$8,484.84) share from state (MEMA), and the remaining 4% (\$5,656.55) is the town's share. \$135,757.41 will be sent to the town in the next few weeks.
- There were no foreclosures for unpaid 2021 real estate taxes.
- I spoke with Bill Brewer on Friday, Feb. 10<sup>th</sup>. He wanted to let me know that he had received a message from the school about doing their audit over the course of 2 days (Feb. 3<sup>rd</sup> & Feb. 6<sup>th</sup>). He agreed that he would be available to conduct the audit at those times. He was then contacted and told that they weren't going to be ready after all. On Friday, Feb. 10<sup>th</sup>, he had auditors nearby and again offered to have the materials picked up. He hadn't gotten a returned call as of the time we spoke. Still no word on when the FY 22 audit will be completed.
- I received an email from Tim Lock today asking to be on the Feb. 28<sup>th</sup> Select Board agenda. The school has been experiencing leaks in the roof caused by ice dams. He said this is a matter of urgency and that there may not be sufficient time to go through the process of

obtaining a bond in order to do the repairs.

- The Town Office had some damage from a leaking roof caused from significant ice dams. In some areas, the ice was more than two to three inches thick. I contacted the insurance carrier and they sent an adjuster. An initial check will be sent. Once all of the damage has been assessed and repaired, I will send in the invoices to be reviewed. The insurance company will cut a second check for the remaining amount owed to the town.
- We are working on the FY24 budget now. The goal is to have budget books available on March 2<sup>nd</sup>. We will bring them to the Special Town meeting and start passing them out to the SB and BC members who are present.
- The Budget Committee met on Jan. 31<sup>st</sup> and set the budget presentation schedule. A copy has been provided.
- There have been three meetings since Feb. 1<sup>st</sup> and another one is scheduled for this Thursday regarding the violations on Highfield Rd. Because of the nature of the meetings, the Appeals Hearing for this evening has been postponed.
- Colin Clark confirmed that the information given by Don Katnik regarding the chapter 1000 mandatory shoreland zone requirements for resource protection were accurate. I will draft the amendments to the shoreland zone ordinance and the proposed official map amendment for the Select Board to review before having Aerial Survey and Photos draft the new proposals for the June Town Meeting. Because these are zoning amendments, there was not enough time to meet all of the requirements to have them included on the March 2<sup>nd</sup> Special Town meeting warrant. Therefore, it will be voted on at the June meeting.
- There was 5 new building permits and 1 plumbing permit issued since the 1/25/23 Select Board meeting:
  - Mark Merrifield      0 Main St.      Clearing Vegetation in SZ
  - Nathan Pease      58 Hackleburnham Rd.      SFD
  - David Whitaker      127 Payson Path      Clearing Vegetation in SZ
  - Michael Schultz      1026 Camden Rd      Accessory Structure
  - Chad Connors      1011 Camden Rd.      Accessory Structure
- There are 9 RE accounts for 2022, totaling \$24,466.74. Unpaid 2022 real estate taxes will automatically foreclose on February 27, 2024, if the accounts are not paid in full.
- There are 970 RE accounts for 2023, totaling \$1,505,187.04. The second half is due on May 2, 2023.
- There have pre-payments totaling \$528.98 for the 2024 RE taxes.
- The cash has not been out of balance since the Select Board meeting on 1/24/23.

**Adjournment:**

- Dick made a motion to adjourn at 8:25 p.m. It was seconded by Charlie.  
**Motion passed 5-0**