

Town of Canterbury
Selectmen's Meeting
November 2, 2020

Selectmen Present: Cheryl Gordon
Art Hudson
Robert Steenson
Town Administrator: Ken Folsom

The meeting was called to order at 5:00 PM.

Administrative

The Board signed: A/P Manifest (2)
P/R Manifest
Interfund Transfer
Town Sign Replacement request
Intent to Cut – Tax Map 221 Lot 1
Tax Map 244 Lot 10 & 11
Tax Map 228 Lot 1
MS-1
Timber Sale Management Contract

Minutes

The Selectmen reviewed the minutes of the October 19, 2020, Selectmen's minutes. Bob made a motion to approve the minutes as amended. Art seconded in the motion. All in favor by roll call, motion carried.

New Business

Art reported that he met with the Historic District Commission and they are requesting that the Board of Selectmen suspend the demolition permit issued for 10 Center.

Bob felt that the conditions set forth by the HDC need to be more defined. He recommends that the Building Inspector issue a stop-work order until the HDC conditions are met. Art reported that the HDC would like to have a stop order effective immediately and a joint meeting with the Board of Selectmen this month. The Selectmen will set up a joint meeting for November 18, 2020, at 4:00 pm at the Town Hall.

Bob made a motion to issue a stop-work order on the demolition permit issued for the barn on 10 Center Road while the town determines if the permit was properly issued. Art seconded the motion. All in favor by roll call, motion carried.

Art asked Jan to make up an appointment slip for Lois Scribner as an Alternate Member to the HDC.

Old Business

The Selectmen discussed an offer to purchase town-owned property. Bob suggested that the Selectmen put on the website that they are considering an offer to sell town-owned property. Jan will post this on the website with notice that this will be discussed at the next Selectmen's meeting.

The Board discussed the proposal received at the last meeting to rent the Elkins Museum for medical office practice. Art expressed concerns about asking staff to oversee the renting of the building. Cheryl expressed concerns that the building is not ADA compliant. Bob stated that the offer should be declined, but they should discuss this with the budget committee.

Bob made a motion to decline the offer to lease the Elkins Museum on the basis that the town is not prepared to enter into a long term lease of a town building at this time. Cheryl seconded the motion. All in favor by roll call, motion carried.

The Selectmen began a review of the proposed 2021 budget.

A discussion was held on the Planning Board secretary position. Planning Board Chair Tyson Miller has proposed to have Mandy Irving, Town Assessor, handle all aspects of the position minus attending the meeting and taking minutes, which will be done by Lois Scribner. The Board expressed concerns about the proposal and will set up a meeting with Tyson, Ken, Lois Scribner, and Mandy to discuss the duties that each of them will have.

A proposal has been received to add building inspector software that will work in conjunction with the assessing software.

Ken reported that the Parks & Recreation Department will be submitting a budget this year.

Ken explained that the Departments will be submitting warrant articles.

Highway Department

- Ford F550

- Slide-in Water Tank

- Morrill Road Bridge

Fire Department

- Command Car

Police Department

- 2 Cruisers (lease program)

- Speed data recorder

Municipal Building

- New flooring throughout the building

 - Police Dept. - \$7,900

 - Lobby & training room - \$4,600

 - Fire Dept. - \$12,000 (office & hallway)

 - Kitchen - \$4,500

Bob stated that he would like to meet with the Treasurer and Trustees of Trust Funds to discuss investing town funds. He believes that we may be missing out on revenue opportunities.

Bob made a motion to adjourn the meeting at 6:46 pm. Art seconded the motion. All in favor by roll call, motion carried.

The next Selectmen's meeting will be held on Monday, November 18, 2020, at 5:00 pm at the Meetinghouse.

Respectfully submitted,

Jan Stout

Administrative Assistant

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