

Town of Benton
Select Board Meeting of March 19, 2018

Select Board Members: William R. Darcy, Chair; Regina Elliott and Carol Vincelette

Also Present: Dwight Swauger, Treasurer; Vicky Ayers and Philip Bodwell of DRA's Municipal and Property Division (Revaluation); Steve Allen, Benton contract assessor; Stephanie Saffo and Lynne Toher (Benton Beautification Committee).

**These draft minutes of the Town of Benton Select Board are believed accurate and correct, but they are subject to additions, deletions and corrections by the Select Board at the next meeting when the Board votes its final approval of the minutes. These minutes are made available at this time to conform to the requirements of New Hampshire RSA 91-A:2.*

The meeting was called to order at 6:33 PM.

Carol Vincelette was sworn in as Selectman by Chairman Darcy.

Member Elliott nominated Darcy to be Board Chairman, seconded by Member Vincelette and approved.

Chairman Darcy moved approval of the February 19, 2018 meeting minutes, seconded by Member Elliott and approved (Member Vincelette abstained).

The DRA property division officials, Vicky Ayers and Philip Bodwell, submitted documents and made a presentation on the five-year property revaluation process, and the role and duties of our contract assessor and the DRA review of the process. Steve Allen and the Board responded to a series of questions posed by Vicky Ayers about how Benton intended to conduct the property revaluation. Steve Allen noted there are about 290 parcels of land in Benton and presented a timeline for completion of the work on the revaluation. DRA real estate appraiser supervisor Philip Bodwell explained in detail the actions DRA will take to review the revaluation process.

Steff Saffo and Lynne Toher of the Benton Beautification Committee joined the Board to discuss the beautification projects the Board intended for the Town Hall and cemetery. The immediate need was to refinish the Town Hall wood floors and the Committee agreed to split the \$2,425 cost of the floor refinishing with the Board (\$1,212.50 each). The Committee and Board agreed to work together on more beautification projects later in the year, including painting and repairing cemetery fences, adding flowers, etc.

Chairman Darcy explained the bids received for Town Hall wood floor refinishing and moved acceptance of the bid from Vaughan Flooring of Bradford, Vermont for \$2,425, for sanding and finishing, with 3 coats of oil-based polyurethane. Member Elliott seconded the motion and it was approved.

Treasurer Swauger reported that the operating account had \$50,510.98 and the ICS account \$300,193.00. He presented for signing the DRA MS-232 Appropriations and MS-636 Budget forms, which the Board duly executed. The Treasurer will upload the signed forms to the DRA web portal. The MS-535 financial report for 2017 had been submitted to the portal by our auditors and is awaiting DRA review. A number of checks for payment of bills were signed.

The Board discussed the need to have new Member Vincelette complete signature cards for the Town's Woodsville Guaranty Savings Bank accounts, so she would be authorized to sign checks. The Board policy of having at least two members sign any disbursements from Town accounts was noted.

The Board agreed on a meeting schedule for the next few months: April 9 and 30, May 14 and June 4.

Chairman Darcy informed the Board on the progress of the FEMA funding application. FEMA required the Town to file an Army Corps of Engineers (COE) permit for the repair of Davis Brook Bridge. The permit was filed with the help of FEMA, but COE responded by requiring us to get more information, including from our concrete contractor Rich Saffo, to determine the square foot intrusion onto the stream and to produce a "plan" for the repair work which meets COE checklist requirements.

Also noted were the meeting with NH DOT on a Rte. 25 bridge reconstruction on April 30; the DOT road survey that the Town must complete; the NH Department of Environmental Services requiring the Forest Service to repair the Long Pond Dam; and the receipt of Timber and Excavation Tax recording forms from DRS.

The meeting was adjourned at 8:19 PM.