



**BOARD OF SELECTMEN
MEETING MINUTES
December 8, 2021**

Present: Karl Pruter, Chair, Bob Hamilton and Marybeth Quill, Selectmen, Laurie May, Finance Director, Amanda Urmann, Secretary, Members of the Community.

Public session opened at 5:00 pm.

Bob motioned to enter non-public session pursuant to RSA 91-A:3, II (a) employee review and (l) legal advice by counsel. Seconded by Marybeth Quill, passed 3-0.

Public session reconvened at 6:05 pm.

Bob motioned to seal the minutes of non-public session as it could adversely affect the outcome. Seconded by Marybeth Quill, passed 3-0.

Selectmen's Announcements:

Retired Deputy Fire Chief Rob Jackson:

Karl announced that Rob Jackson passed away the other day (12/7) while visiting his brother in Arizona. Bob made a motion to allow the fire department to send personnel and a vehicle out to the airport to escort Rob back to Cournoyer's Funeral Home, Marybeth seconded. All in favor 3-0-0. Karl said that the coverage for that vehicle will come from mutual aid and it would not affect the protection of the town on that regard and the personnel will likely be volunteers.

Citizen's Forum:

Judy Unger-Clark had a citizen's complaint about the planning director and how there is a conflict of interest that goes back 10 years. Bob spoke in support of the planning director.

Consent Agenda – Approval of:

- Minutes 11/17/2021, 12/3/2021
- Non Public Minutes 11/17/2021 Sessions #1, #2, #3, #5, 12/3/2021
- Payroll 11/26/2021, 12/2/2021, 12/9/2021
- Accounts Payable 11/26/2021, 12/2/2021, 12/9/2021
- Intent to cut M6 L34-2, 34-3

Karl motioned to accept consent agenda, Marybeth seconded. Voted 3-0-0

Old Business:

a) KRT's contract and BTLA mediation results/information:

Karl said we have been consulting with KRT. 2 parties have agreed to settle and there are 4 more that they are still working on.

Karl motioned to accept mediated agreement for Dennis Bryant & Patricia Paige and William & Anne Thomas.

New Business:

New Hire:

- a) Shana Eichner is the new Deputy Tax Collector/Deputy Town Clerk. She will be working 20 hours a week and doing both jobs and learning how to substitute for these positions. This will help on vacations and right now she is working with the tax collector on the tax bills that are starting to come in. It's noted that Andrea did a wonderful job with getting the tax bills out with the help of Amanda Urmann, our new executive secretary.

b) Holiday Schedule:

New holiday is listed as Juneteenth (June 19th). Karl said if any employee chooses to take June 19th National Independence Day in lieu of another paid holiday and notify their supervisor prior to January 15 of their choice. The future dates are dependent on the day of the week in which the holiday falls on. Saturday holidays will be scheduled for the prior Friday and Sunday holidays will be scheduled on the following Monday. Selectmen signed off on the approved holidays.

c) Flex Spending Account Increase Maximums:

Laurie May spoke about flex spending.

Before 2012, there was no limit on the amount you could put into it and after 2012, there was a limit you could put into it. In 2012 it was found that there was a meeting that the board had stated the amount \$1,040 for the health care reimbursement account. Currently, the maximums that you can put in the accounts are \$5,000 for one and \$12,000 for the other. The \$1,040 amount has stayed the same since 2012.

Karl asked if the town was putting this money up, and Laurie May clarified that it was only if the employee leaves when it becomes the town's responsibility for that amount. Karl also asked what it costs and Laurie brought up how if the employee stays, they pay the entire amount throughout the year within their paychecks.

Marybeth brought up if there was any other possible plans we could have. Are there other plan options? Can the town offer any other plan? Laurie is not sure about the answer to this. Bob asked that when Sara comes back she can assess it for ARPA. Marybeth said she would like to take a closer look at the entire plan and see if there are other options before a decision is made. Karl agreed that he would also like to see more information to make a decision.

Laurie May offered to contact Benefit Strategies to have them explain the plan options and to see if there were any other plans available.

d) Money Transfer for Cruiser Maintenance:

Money is coming from the revolving fund for the cruiser maintenance.

The budget for cruiser maintenance this year is \$5,000 and they typically go over that amount and the difference comes out of the police revolving fund. Currently what has been spent today on cruiser maintenance has been \$8,612. Rachel said that she has another \$2,000 plus miscellaneous smaller amounts. The amount that is currently in the police revolving fund is \$62,000 so Laurie May proposes we move \$6,000 because there is \$8,600 right now and then there is another \$2,000 and then the other miscellaneous.

Karl asked if \$6,000 would be enough because his worry is about the “small miscellaneous” amounts that still could vary in the hundreds of dollars that are unknown like new tires for the winter, which was also brought up. Karl proposed \$6,500 to be transferred.

Sharon Rasku asked which cruiser this was about and Laurie clarified that it was just general cruiser maintenance for all of the cruisers.

e) Approval to expend \$3,000 from the “Building Maintenance Fund” to get the Meeting House re-assessed in order to apply for Moose Plate and LCHIP grants which could total \$45,000 to possibly maintain the clock and paint the steeple in 2022:

This is to pay for an assessment to reapply for grants that could qualify for more money in return to have the steeple painted and the clock maintained.

Bob said that the \$3,000 wasn't actually the assessment itself, that it was closer to \$17,500 to get this building re-assessed. He also mentioned that we were anticipating \$10,000 from the Hunt Trust Fund. We have \$4,500 that we can accept from the New Hampshire Preservation. This \$3,000 will bring us up to the point of the re-assessment for this building. Karl made a motion to approve \$3,000 from the building maintenance fund for the reassessment. Bob seconded. Voted 3-0-0

Bob was then asked from a community member if it was possible to get any money for this from the Ward Fund. Bob said that we could have but that they would like to retain the money in there so that they can put that money towards the actual painting of the steeple (est. at least \$90,000).

f) Acceptance of Roy A Hunt Foundation's Trustees Grant of \$5,000 (RSA 31:95b):

Bob made a comment about if we have heard back about the \$10,000 for the previous business from the Roy A Hunt Foundation for the steeple. Laurie May was not aware of new information about this for that.

Marybeth motioned to accept the \$5,000 from the Roy A Hunt Foundation's Trustees Grant under (RSA 31:95b) for the Recreation Department, Bob seconded. Voted 3-0-0

g) Grant for Energy Assessment of Recreation Department and ARPA for HRV System for Town Hall:

In 2011, we got \$22,000 to do energy audits on all of the municipal buildings, except for the recreation department because it was just starting to get used. So now the energy commission has now asked that we do one because the upstairs, second floor, could benefit in sealing that off.

Pat Martin reported that Eversource can do an audit at no cost. Pat was asked to get authorization from the board to accept that audit, if funding comes through to Eversource.

Marybeth commented that they should wait to see if it comes through, but Pat explained that when and if it goes through, she wants to be able to act on it. Karl clarified that she just wanted to get proof that she can show them that there is support if they offer and that it doesn't cost the town anything and potentially save us down the road. Pat verified this.

Bob said he was willing to go along with the energy audit as long as they are willing to do it.

Karl asked if it would fall under ARPA funds in the sense that they are cleaning the air and filtering it out. Pat said that having it just be done is the fact that there will be at least adequate circulation. Pat said that they could make filtering requirements as needed.

Bob asked that Sara can do this when she gets back but was concerned that if ARPA turns us down, we are stuck with the cost.

Bob made a motion that he was willing to move forward looking into getting the energy audit for the recreation department should they offer this program/audit under \$2,500 and that they will pay the entirety of the audit. Karl seconded it. All in favor 3-0-0

h) Joint meeting with BOS and CIP:

Craig Clark was the speaker.

Ellen Smith stepped down earlier this year so due to that, there a few unknowns.

Fire Department:

There was a final payment for Engine 1, and that was \$92,976.

There was a third and final payment for Rescue 1, which was \$83,000.

Police Department:

\$30,000 Body Cameras

\$5,000 Station Replacement Study: "What could we do" to put together for the police department that would meet their needs?

Highway Department:

\$86,000 6 wheel dump truck

Other:

\$30,000 for the revaluation, which may be possible to be lowered

\$12,000 cemetery expendable trust fund, final year

\$25,000 for the library furnace

\$15,000 Meetinghouse maintenance expendable trust fund

(-\$83,000) unknown – will be researched

Total: \$380,998, take out the \$83,000 unknown and we're below \$300,000 (\$297,998)

Meeting was adjourned at 7:31 p.m.

Respectfully submitted,

Amanda Urmann
Executive Secretary