



BOARD OF SELECTMEN MEETING MINUTES
February 15, 2023

Present: Bob Hamilton, Chairman, Marybeth Quill, Vice Chair, Karl Pruter, Selectman, Lori Rautiola, Town Administrator.

Bob opened the meeting at the Town Office at 5:00 p.m. Bob made a motion to enter into non-public session pursuant to RSA 91A: 3, II (b). Marybeth seconded the motion and it passed 3-0.

At 5:35 p.m. the meeting reconvened. There was a brief recess.

At 6:00 p.m. Bob called the meeting to order with the Pledge of Allegiance. Bob made a motion to seal the minutes of the nonpublic session until April 15, 2023 as it may adversely affect the reputation. Marybeth seconded the motion and it passed 3-0.

Selectmen's Announcements: Bob stated there was about 40 people who attended the Deliberative Session in the very cold temperatures. There was only one small amendment to the warrant. Bob acknowledged Brynn Rautiola of the Conant Basketball Team for her accomplishment of reaching her 1,000 point in her high school basketball career. He congratulated her on a job well done. He also acknowledged and congratulated Emma Tenters of Conant, who also scored her 1,000 points this season.

Citizen's Forum: Phil Motta asked if the Town had taken any cyber security training courses. Lori noted she was working with Primex to assign employees as users to the Primex portal and should have the employees assigned to take the course soon.

Consent Agenda: Karl made a motion to accept the Payroll and Accounts Payable for 2.09.23 & 2.16.23. Marybeth seconded the motion and it passed 3-0.

New Business:

Chief Malynowski was present to explain the plan for new officers going into the Police Academy. She noted due to Covid the Academy has not been allowing the recruits to stay over as they did before. This puts a strain on the Town because of the mileage costs and overtime to needed to pay for travel to and from the Academy. Chief Malynowski stated it is the Town's policy to pay the officer's travel time, however, she just received new information prior to the meeting that the Academy might be allowing officers to stay for the duration of the week (Monday-Friday). This would reduce the cost of overtime and mileage. Chief Malynowski stated she was assuming the funds would be paid through ARPA as they were last year. Marybeth

stated the Board needs solid information from the Academy. Rachel stated she would reach out to the Academy for an update but either way, she will need to know where the money will come from as the Department's budget is tight but stated she would make it work.

Acceptance of the Emergency Management Performance Grant (NHEMPG): Bob made a motion to sign off on the EMPG grant. Karl seconded the motion and it passed 3-0. Lori noted a specific part of the grant process was to accept the terms of the grant. Bob re-motined to accept the terms of the EMPG as presented in the amount of \$20,000 for [two variable message boards]. Furthermore, the Board acknowledges that the total cost of the project will be \$40,000, in which the Town will be responsible for a 50% match (\$20,000). Karl seconded the motion and it passed 3-0. The Board signed the general provisions document.

Appoint Inspectors of Election to the Town Moderator: Bob explained it is the Select Board's duty to appoint Inspectors of Elections under RSA 658:2. He would like to delegate this particular job to the Town Moderator, currently, Charlie Eicher. Bob asked if there were any objections to appoint these duties to the Town Moderator. There were no objections. Bob made a motion to appoint Inspectors of the Election to the Town Moderator pursuant to RSA 658:2. Marybeth seconded the motion and it passed 3-0.

Ward Trust Fund: Bob stated the Ward Trust agreement has a change in the language of the non-judicial settlement agreement. The change would be to remove David Tower's name and replace it with "Town Moderator". All involved with the agreement believe that the intent of the document was to be the Town Moderator and not a specific name (David Tower). Bob made a motion to have David Tower's name removed and have the Town Moderator added to the document. Marybeth seconded the motion and it passed 3-0.

Approval of donation for sick time: Bob stated the Town had an employee donate sick time to another employee that did not have time allotted. Bob motioned to grant a one-time exception for the sick time donation. Marybeth seconded the motion and it passed 3-0.

Argent transfer to Charter/Spectrum: Bob mentioned Craig Clark drafted a letter to Charter to request a meeting to determine the company's plans for the Town. Bob made a motion to allow Lori to sign the letter on behalf of the Board. Karl seconded the motion and it passed 3-0.

Old Business:

ARPA: There was a discussion on ARPA funds. Lori noted that Laurie May was asked to create a "checkbook register" to show what has been spent and what has been approved. She also noted the spreadsheet Rick distributed is the working document that shows what Department Heads have requested, such as carpet, and town clerk renovations. It also shows what has been approved by the Board. Rick, Lori and Karl would like to move forward with the carpet quote and the Town Clerk renovations. Marybeth disagreed and suggested to hold off on a decision to examine the spreadsheet more thoroughly. The other item on the agenda was the Fire

Department quote for the installation of tablets in the first responder vehicles. The discussion continued on prioritizing projects.

Karl reiterated he would like to move forward with the Town Clerk renovations. Rick noted he would be meeting with Lori and Laurie weekly to go over ARPA projects to ensure numbers are correct as far as what has been spent and what has been quoted. Karl and Bob were in agreement to move forward with the Town Clerk renovations, carpet for the Town Office, Police Department, Rec Department, and Library as well as the Fire Department quote for installation of the tablets in first responder vehicles. Bob asked if there were any objections to moving forward on the purchase of the tablets for FD. There were no objections. Marybeth stated for the record she was not against the renovations but was concerned with the funds being spent. Bob asked if there were any objections to the Town Clerk renovations (\$37,699) and the carpets (\$59,550.70). There were no objections to moving forward with the purchases.

Assessing Contract: The Board reviewed the draft contract with KRT. Bob explained the edits that should be made. All were in agreement to have Lori make the edits to the contract and present them to Rob Tozier at KRT.

Informational Items/Communications & Updates: There were no updates.

The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Lori Rautiola
Town Administrator

