



BOARD OF SELECTMEN  
MEETING MINUTES  
December 30, 2020

CALL TO ORDER / PLEDGE OF ALLEGIANCE

The Chair, Roberta Oeser, called the meeting to order via Zoom in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04 on December 30, 2020 at 6:00 p.m. Roll call vote: Roberta Oeser, Chair, Bob Hamilton and Karl Pruter, Selectmen  
Also present: Sara Gravell, Town Administrator, Laurie May, Finance Director, Lori Rautiola, Executive Secretary, Members of the Community

GENERAL BUSINESS

**Selectmen's Announcements:** Bob noted the bids will open on January 15, 2020 for the Wellington Bridge.

**Citizen's Forum:** Judy Unger Clark stated there is a conflict of interest with the Planning Board Director, Kirk Stenersen and him working as an engineer for some applicants, adding this is hindering in the direction of our Planning Board and failing the residents with the "pro development" mentality. Roberta mentioned Kirk does recuse himself at the meetings when necessary and spoke as a resident of the Town and the property owner does have the right to utilize his land as he wishes. Bob stated this is becoming a permanent issue and the Planning Board needs to address the issue not the Select Board.

**Consent Agenda - Approval of:**

- Minutes 12/16/2020
- Payroll 12/24/2020, 12/31/2020
- Accounts Payable 12/24/2020, 12/31/2020

Roberta mentioned she did not read the minutes. Karl made a motion to approve the consent agenda without the minutes. Bob seconded the motion and it passed by roll call vote 3-0. Bob made a motion to accept the minutes. Karl seconded the motion and it passed by roll call vote 2-0-1. Bob Aye, Karl Aye, Roberta abstained.

**Old Business:**

Code Enforcement Complaints: Roberta mentioned she spoke with someone who recently moved to the area and may be interested in the code enforcement position. She recalled the Board had previously discussed the separation of two positions (Code Enforcement and Assessing Clerk), adding the Board should determine a stipend amount for the Code Enforcement position. Karl agreed it would be good to split the positions. Bob concurred stating in all fairness, to post the job description first.

15 Meadow Brook Rd - Roberta mentioned the applicant that was issued a camper permit is using an unapproved septic system that has not been approved by the State, adding this is more of a health officer issue than code enforcement, however, a letter was sent to the applicant to vacate the camper for this reason as well as the camper being a manufactured home, not a travel trailer.

#### **New Business:**

Year-end transfers & encumbrances: It was noted the couple of the budgets were overspent, Public Safety and Highways/Streets. The Board agreed unanimously to balance out the budget and take \$13,000 from Welfare and transfer \$5,000 to Public Safety and \$8,000 to Highways and Streets. It was noted the Town is still anticipating grant money. Chief Rick Donovan updated the Board on the phases of the grant process, noting the Town has the approval for phase one of the Public Assistance Grant and phase two is being reviewed and should have the money in 2021. There was discussion on the amount of unanticipated revenue and grant money that has come in thus far. Bob noted the \$11,450 would be subtracted from the “carryforwards” due to volunteer time that can be applied to FEMA grants in 2021, bringing the total amount of carryforwards to \$360,084. Warrant Article #3 (Fire Rescue Lease Payment) will be encumbered in 2021.

Roberta made a motion to take \$13,000 from the Welfare budget and transfer \$5,000 to Public Safety and \$8,000 to Highways/Streets. Karl seconded the motion and it passed by roll call vote 3-0. Roberta made a motion to encumber the funds for Warrant Article #3 for the Fire Rescue Lease Payment in the amount of \$55,011. Karl seconded the motion and it passed by roll call vote 3-0.

The other items included in year-end encumbrances are the payroll software in the amount of \$16,770, installment of servers for Fire and Police in the amount of \$10,400 and the new website in the amount of \$6,500, totaling \$33,670. Roberta made a motion to encumber \$33,670 for the new software, installment of servers and the new website. Karl seconded the motion and it passed by roll call vote 3-0.

Roberta made a motion to encumber the 2019 municipal aid in the amount of \$24,478 of anticipated revenue to carry over to 2021. Bob seconded the motion and it passed by roll call vote 3-0. The remaining balance of unanticipated funds is \$335,606. Roberta made a motion to encumber the Covid-19 reimbursements and the VFA Forestry Grant in the amount of \$335,606 to carry over to 2021. Karl seconded the motion and it passed by roll call vote 3-0.

Bob asked for clarification on who was present on the Zoom meeting. Roberta asked “Andy” to announce their name. There was no response. Karl suggested to remove the person from the meeting and the Board agreed. Roberta moved the person to the waiting room due to them not announcing their name. Jason Gorman and Matt Olson were also present.

Annual Review of Treasurers Investment Policy: Helene Rogers, Treasurer, stated there was not much change and she was reluctant to change the policy airing on the side of caution to keep it safe. Helene noted the Town made about \$10-\$15,000 having the conservation money in the CD but it was not a

great year for investments as the interest rates are very low. The Board thanked Helene for her hard work.

Tax payment Plans: Roberta stated the Tax Collector has accepted some tax payment plans and recommends the Board accept them. Bob made a motion to approve the tax payment plans for Map 25 lot 19, Map 2 lot 10-5, Map 4 lot 54-4, Map 33 lot 8 and Map 25 lot 19. Bob seconded the motion and it passed by roll call vote 3-0.

Roberta noted there was a request for a tax abatement on Map 2 lot 64. KRT explained the request was to not include access developments in the assessment, however, the law states they are included in the value of the land. Roberta made a motion to deny the abatement request on Map 2 lot 64. Karl seconded the motion and it passed by roll call vote 3-0.

Proposed Development of Rt. 202 Middle Winchendon/ Knight Road: Matt Olson from Traven Development stated he was pleased to present the project that in his opinion, will bring enormous value to the Town of Rindge. Kirk Stenersen stated the proposed site and building would be located on the east of NH Route 202 between Middle Winchendon Road and Knight Lane (formerly Dale Farm Rd.) The project is in the early stages of development. A brief overview was given:

- Large medical manufacturing building
  - Produce surgical, biopsy, laparoscopic and endoscopic devices
  - Producing air filtration and mask equipment
  - Engineering and producing syringes and auto syringes
- Employees: 3 shifts of an average of 167 employees  
Deliveries: 2 delivery trucks per shift

Location will be off the main highway that leads to a network of local, regional and State highways on the Commercial Corridor where other commercial businesses are located. Kirk mentioned some of the highlights of the company are as follows: there will be minimal requirements for fire, produce many local jobs with highly competitive wages and benefits, tax revenue for the Town, no impact to local schools, and no hazardous waste from the building. The company has also donated tens of thousands of medical devices and aid to Covid-19 first responders.

Matt stated he was excited for the opportunity and thinks it will be a benefit for the Town. It was noted there will be two public hearings with the Planning Board to change of zoning on the two parcels where the building is proposed to be. The other hearing is for a variance, that hearing was continued until the end of January. The Public Hearing for the zoning articles will be on Tuesday, January 5. Bob stated he has received several complaints and emails about the project. Karl noted it would be an exciting type of business and a good revenue stream for the Town. Roni Hamilton asked what size the building would be. Kirk responded it would be a substantial size building. Kirk added the traffic would all be addressed through the Planning Board and an extensive traffic survey conducted. Ron Osimo stated it sounds like a fantastic project.

### **Informational Items/ Communications/Updates**

Sara mentioned she and Lori will attend a design meeting for the new website next week. Roberta stated the contract was up with Umbral Technologies and the Board may need to have a meeting to

discuss the next steps for IT. Request for Proposals have come back and the Board should look them over and come to an agreement. Roberta stated she agreed with Sara's recommendations.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Lori Rautiola  
Executive Secretary