



BOARD OF SELECTMEN
MEETING MINUTES
December 15, 2020

Present: Roberta Oeser, Chair, Bob Hamilton and Karl Pruter, Selectmen, Sara Gravell, Town Administrator, Laurie May, Finance Director, Lori Rautiola, Executive Secretary

The Chair opened the meeting at 9:45 a.m. at the Town Office. Bob made a motion to enter nonpublic session pursuant to RSA 91A:3 (b) Karl seconded the motion and it passed 3-0. The Board entered into nonpublic at 10:50 a.m.

The meeting reconvened at 10:00 a.m.

New Business:

Roberta explained typically the Board would set aside about \$50,000 as an overlay to offset the tax rate. Roberta stated the Town has already gave back \$30,000 in abatements and could be paying as much as \$150,000 in abatements which will deplete the funds that would normally be used to offset the tax rate. Many of the discrepancies in people's assessments were due to the assessing software transfer from Vision to Avitar.

There was discussion on the amount of unanticipated funds the Town would be receiving. Finance Director Laurie May noted the Town is anticipating roughly \$394,900, this includes the funds from the grants the Town will receive but some of the money has already been dispensed. Bob noted it will be tough for residents to get an abatement this year due to the current market value of houses and the assessments rising because of that; adding, everyone's assessments went up but the Town cannot give an abatement because their property value went up. Roberta noted the Town has received several calls on tax bills already, especially elderly with fixed income.

The Board discussed the "wish list" items Department heads are looking to for depending on the amount of anticipated revenue the Town receives. The Police Department is asking for \$2,500 for simulation guns. The Board discussed the need for them and agreed the \$2,500 would need to be encumbered in the 2021 budget. The Department is requesting is \$3,500 for ammo, but all agreed this should be in the Police 2021 budget. The Board suggested moving the \$500 in office supplies to the budget as well. Roberta stated she did not approve of the \$1,500 for a storage

system for the truck. Roberta noted the CAD mobile system would be a significant upgrade so the officers can save time when entering reports and enter the information right into the system without having to go into the station to type reports. Roberta stated it is much needed. Roberta noted due to Covid, it may be worth finding out if this cost could potentially be covered under a Covid grant due to the fact we are trying to limit the interaction between officers within the Police Station. Karl and Bob agreed.

Laurie May mentioned the wages are up about \$140,000 not including the 9th officer. The Board previously agreed to approve the payroll software purchase through BS&A. The Board agreed to allow Sara to sign the contract and use unanticipated funds from 2020 budget. The cost of the software is \$16,770. The Town Office is in need of a new website and the cost for the new site would be \$6,500 plus the annual fee of \$2,000. The Town is currently paying \$1,800 + calls that require assistance from Mainstays Technologies. The Board concurred with making the purchase for a new website. The funds will come from the 2020 unanticipated funds. Bob made a motion for Sara to sign the BS&A contract as well as the contract with the CivicPlus for the new website. Karl seconded the motion and it passed 3-0.

Chief Rick Donovan joined the meeting. The Fire Department is looking for \$5,226.09 for the 25% AFG match. The VMS (electronic sign) sign will be covered by the grant and unanticipated funds will be used to cover this cost. There was discussion with the Chief Donovan on the grants that have been applied for. The GOFFER Grant has been used (\$147,000) for the first responder's wages. The Public Assistance Grant could be used to apply for the CAD upgrade for the Police Department. It was noted Rick will research this.

The Board discussed the need for new servers for the Police and Fire Departments. It was noted the servers would be encumbered in the 2021 budget with unanticipated revenue.

The Town Clerk was asking for approximately \$4,800-\$5,800 for renovations to reconfigure office space between the Town Clerk and Tax Collector's Offices. The Board concurred the funds are not available this year. Roberta stated the Town Office and Police Department are in need of new carpet but the funds are just unavailable. Bob and Karl concurred and were not in favor of any renovations.

Bob stated the Deliberative Session will be held at Rindge Memorial School on January 30, 2020 with a snow date of February 1 at 7 p.m. The Town Election will be also be held at RMS on March 9, 2020.

Code Enforcement Complaints: Roberta noted the Board was misinformed on the camper permit that was approved for Sven Heisted on Map 1 lot 11-5. She added, there is not state septic Approval for Operation and the unit is not a travel trailer, it is a mobile home and the owner is in violation of the Zoning Ordinance. Roberta made a motion for Sara to send a Cease and Desist notice to the owner stating he is in violation. Karl seconded the motion and it passes 3-0.

Bob mentioned there were some clerical errors and wrong dates in the MOU from the State Police to Chief Anair but he was in agreement with it once those errors were corrected. Bob made a motion the Board was in agreement with the MOU. Roberta seconded the motion and it passed 3-0.

The meeting adjourned at 11:45 a.m.

Respectfully submitted,

Lori Rautiola
Executive Secretary