



Board of Selectmen Meeting
Town Office
Wednesday, August 26, 2020
6:00 PM

MEETING MINUTES

Present: Roberta Oeser, Chair, Bob Hamilton and Karl Pruter, Selectmen, Sara Gravell, Town Administrator, Lori Rautiola, Executive Secretary, Members of the Community

CALL TO ORDER / PLEDGE OF ALLEGIANCE

The meeting was called to order at the Town Office with the Pledge of Allegiance on August 26, 2020 at 6:00 p.m.

GENERAL BUSINESS

Selectmen's Announcements: Roberta announced there will be a Voter Registration/Absentee Ballot Request/Return Event on Saturday, August 29th from 9 a.m. to 1 p.m. at the Rec Center. Bob announced voting will be held at the Rindge Memorial School on September 8th from 7 a.m. to 7 p.m. He also announced the Rindge Woman's Club is giving away two \$1,000 scholarships and residents can apply by visiting the Woman's Club website and downloading the application. It can be sent via mail or emailed to rindgewomansclub@gmail.com.

Citizen's Forum: Holly Koski questioned if plans were in place for Halloween and Roberta responded nothing has been mentioned.

Consent Agenda:

1. Approval of:
 - Minutes 8/12/2020, 8/20/2020 Non public
 - Payroll 8/20/2020, 8/27/2020
 - Accounts payable 8/20/2020, 8/27/2020

Karl made a motion to accept the consent agenda. Bob seconded the motion and it passed 3-0.

2. Old Business:
 - a) CEO Complaints: It was noted the Board will discuss complaints after the public hearing.

- b) Town building re-keying: Karl gave an update on the cost of re-keying the town buildings and received a quote from Goodwin's locksmith in the amount of \$1,923 plus the cost of keys. Bob noted this expense was not budgeted for 2020. The Board will discuss at a later time.

6:15 p.m. Public Hearing – Acceptance of unanticipated Revenue:

Roberta opened the public hearing at 6:15 p.m. The hearing was held for the acceptance of unanticipated revenue in the amount of \$11,948.00. The funds are associated with the Assistance to Fire Fighter's Grant COVID-19 Supplement (AFG-S) in accordance with 31:95-b and RSA 21-P: 43. There being no public comment, Roberta closed the public hearing at 6:27 p.m. Bob made a motion to approve the acceptance of unanticipated funds in the amount of \$11,948.00. Karl seconded the motion and it passed 3-0.

The Board returned to CEO Complaints. It was noted there is a property on County Road that has several cars in the yard which were not registered, Roberta will follow-up with the home owner. A resident on Bancroft Road filed a complaint regarding the dirt road. Roberta will draft a letter to the home owner addressing the issues.

There was a complaint filed near Woodmore Campground regarding the amount of wood cutting that is taking place. Roberta will respond to the complaint.

- c) IT Suggestions: Doug Poirier had some suggestions for utilizing the funds available from the CARES Act. Karl noted the Police Department was scheduled for a new server next year but it may be a good idea to get it ahead of schedule if there are funds available. Fire Chief, Rick Donovan stated the Board may want to hold off a bit longer on any IT decisions until confirmation on the wages and other items come out of the GOFFER Fund. There was discussion on the GOFFER Grant and FEMA. Rick suggested to let our Financial Director, Laurie May do the financial report and determine what is left over, then once the Board approves the GOFFER money, the money would then come out of that account. The Board decided to revisit the IT suggestions in September.
- d) Acceptance of the Ford Property: Roberta stated there was an error in the deed of the Ford Property. Town counsel advised a quit claim deed be filed. Karl made a motion to accept the additional part of the Ford Property for the Conservation Commission. Bob seconded the motion and passed 3-0.
- e) Revaluation Update: Roberta noted KRT was still working on completing the revaluation and they will send notifications of the new assessments as soon as they are complete. Roberta noted George has requested an extension with the DRA for the MS-1.

3. New Business:

- a) Credit Card Policy: This item was tabled.
- b) Part-time employee time off: Roberta recalled the Board's discussion back in March regarding sick pay for part-time employees. All agreed the Town's part time employees are valuable and would like to amend the Employee Personnel Policy with the following: 307: "As of March 11, 2020, the Town will also grant sick leave benefits to regular part-time employees who work regularly scheduled hours on a continuous basis after one year of employment at the equivalent of one week of sick time. For example, if they work three days per week, they will receive three

days of sick pay.” 303: “As of March 11, 2020, vacation time off with pay is available to Regular Scheduled Part-time Employees who work regularly scheduled hours on a continuous basis to provide opportunities for rest, relaxation, and person pursuits. The amount of paid vacation time each employee is 2 weeks paid vacation at their regular rate of pay.” 305: “The Town will also grant holiday pay to regular part-time employees who work regularly scheduled hours on a continuous basis. The eligible part time employee will receive holiday pay for any holiday that falls on a regularly scheduled work day that the office or their department is closed.” Bob made a motion accept the amended policy. Karl seconded the motion and it passed 3-0.

- c) Election Guidance/Town Counsel: Bob questioned the memorandum from the State of NH, particularly #7- can election officials be required to wear PPE? Adding, if the State’s attorney has already stated it is within the Moderator’s constitutional authority, why would we question his response and pay more in legal fees in contacting our attorney? Roberta agreed. It was decided the Board would not consult legal counsel. There was discussion on the requirements of face masks. Bob stated the Selectmen are required to be present on Election Day therefore they cannot be required to wear a face mask while at the polling place, per the Secretary of State and the Attorney General. Roberta noted the Moderator can implement the person without a face covering to stay in a designated area and remain six feet away from others. It was noted if the Moderator would like to seek Town Counsel regarding whether or not face masks will be required at the polls he should use funds from the Election budget.
 - d) Town Office Lighting: Pat Martin stated last fall an evaluation was done on the Town Office for lighting upgrades at the Town Office. Pat was informed by DPW Director, Mike Cloutier that there is no money in the budget for upgrades. The cost after the rebate is \$3,300. The Town could wait until March and put it on a warrant article; however, Pat reported Eversource can provide a “No upfront cost with payback within 2 years”. If we started the contract now, the Town could start saving money within the next two months. Jim Qualey questioned what the project consisted of. Bob noted it would be a complete conversion. Jim stated the cost seemed high and he suggested checking out Home Depot and just changing to LED bulbs. Pat offered her assistance if the Board would like to move forward with the proposal. Bob mentioned Mike was in favor of the project. Karl noted there would not be any upfront cost.
4. Informational Items/Communications/Updates: Sara mentioned Consolidated Communications started work this week and they will continue to update us on their progress. Sara noted the generators are in the final stages and will be completed by the 28th of August. Roberta noted she received a complaint regarding a resident’s property value that he felt was inaccurate. She will assist the resident with the abatement process.

The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Lori Rautiola