



Board of Selectmen Meeting  
Town Office  
Wednesday, August 12, 2020  
6:00 PM

## 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 12, 2020 at 6:00 p.m.

### GENERAL BUSINESS

**Selectmen's Announcements:** Roberta announced a notice from Governor Sununu was put out regarding face masks now being required in gatherings of 100 or more. Bob announced the new air conditioner has been installed in the conference room. Bob regretfully announced Rick Sirvint, a fellow town servant, has passed away. Announcements for funeral arrangements will be in the Ledger Transcript.

**Citizen's Forum:** Ms. Judy Unger Clark stated the Rindge Chamber of Commerce sent out a letter to businesses with recommendations for masks etc. and questioned what the residents should do when the people from the large event in New Ipswich approach them on private property. Roberta stated residents should call the mutual aid # 603-355-2000 and an officer will assist if the persons do not leave the property. Bob stated in reference to the letter that was sent out by the Chamber of Commerce, some of the information was misleading and inaccurate and the Board of Selectmen do not endorse it; Roberta agreed. The letter targeted the gathering in New Ipswich and Franklin Pierce College. Karl stated a letter from Police Chief Anair was sent out to businesses in town with proper protocol of what to do if consumers are not abiding by the stores policies for masks and social distancing.

Ms. Unger Clark had some other concerns regarding the Planning Board. She stated there is a conflict of interest with the Planning Director, Kirk Stenerson and him being a member on the Planning Board. He is contracted with residents in town and then reviews his own work. She continued stating he is the engineer hired by the residents to represent them at the Planning Board meetings and questioned how the Town could use him as the Town Engineer as well.

Roberta explained he is not the Town engineer, the Planning Board does send out applications for review to a third party and explained Kirk does not review his own work. Judy also questioned what good it does to have Mr. Stenerson recuse himself if he is presenting the project. She continued stating this is not a system that allows for easily unbiased opinions, adding it is a peculiar method of operation in our Town's approach to planning. Roberta stated the Town hired him with the agreement he would be able to operate his own business, adding when plans are of a certain technicality they do get sent out to an outside engineering firm, even plans that Kirk has already reviewed. Roberta mentioned the Select Board does not have jurisdiction over the Planning Board. Ms. Unger stated the Town is not operating very clean and reiterated there is a conflict of interest. Roberta added if the Town was to hire a planning director it would be upwards of \$80,000-\$100,000.

Al LaFave stated the potential for a conflict of interest is there and it needs to be monitored. The Town is putting Mr. Stenerson in a difficult position. Al continued stating the Town is growing at a very fast rate and cautioned the Board to be prepared to spend \$100,000 a year for a director because there is so many developments going in. The Town should be doing more planning, not just reviewing applications. There was discussion on the Master Plan and Al stated it was not completed correctly and the rules were not followed according the NH Planning Board guidelines for a master plan. Roberta stated the residents did a great job on the last review of the MP. Al stated the Town is not looking at things from a "planning sense" for the sake of the town. Bob stated the Select Board does not have any control over the Planning Board and they are independently elected. Bob also mentioned as far as Kirk recusing himself, when presenting a plan, his applications have also been denied and in his opinion the Planning Board has proven to operate independently from the Director. Bob applauded the residents on a job well done on the last MP. Al agreed everyone put in many hours and it was much better than the prior one. Roni Hamilton also commended the residents on a job well done.

### **Consent Agenda:**

1. Approval of:
  - Minutes 7/29/2020
  - Payroll 8/6/2020, 8/13/2020
  - Accounts payable 8/6/2020, 8/13/2020

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

2. **Old Business:** CEO Complaints: Roberta reported most of the feather flags were taken down in accordance with the Town's sign ordinance. Roberta asked if there was any more information submitted regarding the camper permit on Thayer Road. Sara stated there was information given on the sewer but no information was given regarding neighbors. Roberta noted there was two more illegal campers without permits. One was on a property owned by San-Ken on Pine Eden Road.
3. **New Business:**
  - a) **Re-keying Town Buildings:** The Town Office, Rec Center, Meeting House and Library will be rekeyed. To have the four buildings done it will cost about \$2,000 plus the cost of

keys. Roberta mentioned Director Mike Cloutier stated the funds were not included in the DPW's budget. An inventory of keys/locks will be compiled to determine the exact cost.

- b) **Wellington Wetlands Application:** The wetlands application was completed and there was no mitigation necessary.
- c) **Surplus Hours Worksheet:** Roberta noted the addendum made at the last meeting regarding the overtime hours for First Responders. Laurie mentioned Rick Donovan had gone over the grant with herself and Liz and will need the Board's approval. Sara added 75% of the overtime hours would be covered by FEMA and 25% would be covered by the Town, however from March 1, 2020 – August 31<sup>st</sup> the wages would be reimbursed. The salaried employees will be included in this grant. Bob made a motion to authorize the payment of overtime for the Police Chief and Fire Chief until August 31, 2020. Karl seconded the motion and it passed 3-0.
- d) **IT Recommendations:** Roberta mentioned an email from the Town's IT Specialist, Doug Poirier, letting them know the Town is eligible to receive funds for anything IT related due to the Covid pandemic. There was discussion on what the funds would be used for. The Board reviewed some quotes for two lap tops and a server for the Police Department and the Fire Department. Bob questioned why the devices were not in SSD. Sara stated she would check with Doug and get a cost for the two servers.
- e) **Cares Grant for absentee ballots:** Roberta stated this grant is for the additional costs in shipping and postage of absentee ballots due to the Covid pandemic. Bob made a motion to apply for the grant for absentee ballots. Karl seconded the motion and it passed 3-0. Bob made a motion to authorize Town Administrator, Sara Gravell to sign on behalf of the Town. Karl seconded the motion and it passed 3-0.

#### 4. **Informational Items/Communications/Updates**

- a.) **June Revenue and Expenditures:** Laurie gave an update on town revenues: Expenses- 42.6%, Revenues- 36.7%, Motor Vehicles- 52%, and Business Licenses and Building permits- 43%. Laurie noted in regards to the Primex overpayment, the auditors suggested to place the overpayment under revenues for budgeting purposes.
- b.) **NH Retirement:** Bob stated in 2001 the Police Chief at the time did not submit paperwork for Chief Dan Anair's retirement for six weeks. Adding the Board needs to submit some paperwork to the NH Retirement System for the six weeks that was not accounted for. Laurie will follow up with the total amount once she receives it from NHRS.

**Any other Business:** Roberta announced there will be a day set aside for people to pick up absentee ballots, vote and deposit their ballots on August 29<sup>th</sup> from 9am-1pm at the Rec Center. It was noted you cannot vote by absentee ballot and volunteer at the Election that day.

**Special Events Permit-FPU:** Roberta announced Mountain Road will be closed to through traffic and Cleaves Road will be closed from Route 202 on August 16-19 from 8:30 a.m. until 4:30 p.m. for "Move in Days" at the college. Karl made a motion to approve the special events permit. Bob seconded the motion and it passed 3-0.

Respectfully submitted,

Lori Rautiola