



Board of Selectmen Meeting
Via ZOOM platform
Wednesday, May 20, 2020
6:00 PM

MINUTES

Present: Selectmen: Bob Hamilton, Roberta Oeser, Karl Pruter, Town Administrator Sara Gravell, Finance Director Laurie May
Members of the Community

The meeting was opened at 6:00 pm

Selectmen's Announcements – Roberta read the checklist compliance memo allowing conducting this meeting electronically in compliance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04

Roll Call attendance was taken of the Board. Roni Hamilton was present with Bob Hamilton

Roberta announced that the minutes needed to be amended to include anyone else present with a board member.

Bob suggested Sara make announcement regarding the bond application.

Sara announced that the application had been accepted as complete and submitted to the bond bank. We should know the interest rate by July 14th.

Bob made an announcement regarding the Memorial Day Commemoration plans: About 8 Veterans will be doing ceremonies starting at 1:00 pm on Goddard Road (Hillside Cemetery) and the laying of wreaths. They will travel by vehicle to Rindge Memorial School and then to the Common and Veterans Park. They will retire the flags and raise new ones. Those wishing to attend, please remember to observe 'social distancing' guidelines. Craig Clark added that they would be staying off the roads as much as possible.

Citizen's Forum Craig Clark asked about Trustee of Trust Funds being able to attend training and if the Town would pay the cost of training. Roberta said that there is money in the budget for training and thought this was an administrative decision. Sara said she will sign the trustees up for the upcoming training sessions.

Consent Agenda

1. Approval of

- Minutes 5/6/2020
- Payroll 5/14/2020, 5/21/2020
- Accounts payable 5/14/2020, 5/21/2020
- Dominos Sign Permit
- Camper Permits:31 Coot Bay, 47 Coot Bay and Sharon Pace
- Appointment of Carol Donovan: Collector of Miscellaneous Revenues
- Standard Power Electric Agreement

Roberta asked if the minutes for 5/8/2020 had been reviewed to add to the Consent Agenda. As they had not, they were not added. She also suggested removing Standard Power as we had not received the rates It was removed as the Board had not reviewed the agreement Karl made a motion to approve the Consent Agenda as revised. Second by Bob. Roll Call Vote – passed 3-0

2. Old Business

a) Town Buildings update: Roberta said that until a new order by the Governor, Town Building were still closed to the public except by appointment. Roberta said she had concerns about crowding in the lobby when we re-open. Having a remote electric door opener and intercom were discussed to limit the number admitted. Bob said he would like to see things opened. He said we are already seeing a huge increase in traffic and over all calls for service. No decision was made as the Board needs more information.

b) Code Enforcement job description: In discussion Roberta mentioned that there was no money in the budget to hire someone for this position. Bob said that Carol and Lauralei were getting calls about Veteran's credits and they couldn't answer the questions. Karl said he thought we needed to fill the positions of Code Enforcement and Assessing. Sara said that a letter had been received from the Conservation Commission requesting the CEO position be filled. No decision was made as more discussion is required.

c) Compliant about building setback update: Roberta reported that the chicken coop that was too close to the lake had been moved as requested.

d) Update on water line break: Roberta reported that the break in the water line to the Meeting House had not been located and Mike would be working with Jaffrey DPW to try to locate next week.

e) Commemoration of Memorial Day plans: This was covered under Selectmen's announcements

Bob wanted to mention other items under Old Business. He reported that the generator at the Meeting House was operational and that the truck voted on in 2019 had finally been delivered.

3. New Business

a) Acceptance of CARES Grant: Roberta said this is a complicated grant application and currently does not specify money can be spent for elections. Charlie Eicher said they have a committee working on what will be needed for elections and to modify the grant to include the additional costs, especially for the absentee ballots. New guidelines to obtain an absentee ballot mean if you feel 'at risk' you can legally obtain an absentee ballot. Roberta made a motion to accept the CARES grant as unanticipated revenue up to the amount of \$147,086 per RSA's 31:95-b and 21-P:43 and to have Sara sign the application on behalf of the Town. Second by Karl. Roll Call Vote passed 3-0.

b) Complaint about Sportsman Drive – junk yard: Roberta said that this is another complaint about an issue from last year and it has not changed. Roberta will go to the property to take photos and report back to the Board.

c) Planning for September and November elections: Roberta suggested sitting up a meeting soon to address this. After discussing it was realized that we could not meet at the Town Office as it would have to be

open to the public. A Zoom meeting will be set up when all are available. Charlie said he was not available on Wednesday or Friday. Sara will set up a meeting for Thursday, May 28 at 10:00 am if all are available.

d) Town Clerk software request: This is not needed as Lauralei reported she had found a better way to account for her receipts.

4. Informational Items/Communications/Updates: Sara updated on the status of the generators for the other buildings. She also asked the Board to review the Wellington bridge engineering plans for approval. She announced that the plans for Ingalls Library LCHIP grant had been approved and was moving forward. The heat pump will be installed at the Town Office on June 1st. She said that Consolidated Communications had approved all the requested changes made by Town Counsel to the agreement. Phil Motta asked if the payment in the agreement would cover the bond payment. Roberta said we will have to wait until we know what the interest rate is and if needed amend the amount in the agreement as we won't be signing it until the bond is secured. The agreement with Hoyle, Tanner and Associates needs to be signed by Board members added to the next agenda.

March Revenues and Expenditures: Bob had a question about the street light expenditure line as the LED lights had been installed and it did not show a decrease. Laurie listed the expenditures showing very little decrease. Pat Martin said she had spoken with Mike and would check into it. Pat said that the lights are not metered and she didn't think everything had been switched over to LED rates.

Any other business to come before the Board: Sara said that a request had come in to have the Board approve an address on Amalia Way. The property owner did not want to use 'A' but would prefer to have a number added. The Fire Chief has approved adding #13 Amalia as an address. Karl made a motion to approve 13 Amalia Way as an address. Second by Bob. Roll Call Vote: passed 3-0 Sara said our representative from DRA would like to meet with the Board. This will be put on the agenda for the next meeting if acceptable. David Drouin from Conservation Commission asked if the situation with the Ford property could be referred to Town Counsel. Roberta gave brief overview of the issue regarding Map 25 Lot 19-1. After discussion it was agreed to refer the issue. Bob said that now the 'free' property was going to cost us money. Roberta said she would write a request out lining the issue as she was the most familiar with the problem.

Adjourned at 7:34 PM
/Roberta Oeser