



Board of Selectmen Meeting
Via ZOOM platform
Wednesday, April 22, 2020
6:00 PM

MINUTES

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

The meeting was opened at 6:05 pm with the Pledge of Allegiance via video

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

Senator Melanie Levesque gave a short presentation describing bills that have benefited the Town financially and resources available during the Covid 19 emergency.

Citizen's Forum: None

Consent Agenda

1. Approval of

- Minutes 4/8/2020
- Payroll 4/16/2020, 4/23/2020
- Accounts payable 4/16/2020, 4/23/2020
- Appointment of Al Lefevbre to ConCom

- Waive fee for Building permit for RMS stairway enclosure

Bob motioned to approve the consent agenda and thanked Al Lefevbre for his service on the ConCom. Second by Karl. Roll Call vote: passed 3-0

2. Old Business

a) Consolidated Communications proposal: Phil said that Consolidated Communication (CC) is waiting for an answer from the Board on whether we are in favor of the flat rate. There seem to be some confusion, as the Board was waiting for a written proposal. Karl said that the flat fee of \$7.80 was less over the 20 year term than starting at \$9.50 with the potential reduction. CC does not want to use the term bond payment. The Board would like the actual wording for the section regarding the fee structure to have reviewed by legal counsel. Phil will get in touch with Rob Koester. Later in the meeting Phil reported that he had contacted Rob and he would send a formal proposal to us.

b) Approval of 10-wheel Truck purchase: Roberta made a motion to have Sara sign the paperwork involved in the purchase of the 10-wheel Truck purchase. Second by Karl. Roll call vote: passed 3-0

c) Town Office – update on remote: Roberta said she did not think the “remote working” was working too well. She said that town government is an essential service and that having the public excluded from the town office should provide enough protection for the employees. Bob mentioned the new state committee to start discussions of re-opening businesses. Consensus was to shoot for more normal operations on May 4th. Karl suggested thinking about different venues for meetings as the Town Office really did not have enough room for social distancing. He suggested using the Meeting House when we started having ‘real meetings’ again. Roberta mentioned outdoor meetings at the Rec Pavillion.

3. New Business

a) ZBA case regarding Map 4 Lot 33: Roberta brought this up as the Town is an abutter due to owning the old dump site on Map 4 Lot 37. She has concerns about the proposed drive way crossing the land fill as it is pretty apparent that the land fill encroached on the adjoining property in the location of the proposed drive way. After discussion there was no action taken.

b) Vacation policy on carry-over: There was discussion about all vacations being put on hold by our Police and Fire Departments due to the Covid-19 emergency. After discussion the consensus was that they should not lose vacation and either be compensated or be able to retain vacation time. Laurie will make sure that there is no loss of vacation time.

c) Town Clerk hours upon re-opening of Town Office: The new hours will be posted with the Town Clerk planning on being open every Tuesday until 6:30 as the DMV is open that evening to assist. Bob said that she can post her hours and if the public is not happy, they can let her know.

d) Approval for advertising for open positions: Sara reported that the Executive Secretary position was posted and will be in the Ledger Transcript on the next 2 Thursdays. The Board suggested posting on Indeed. Also the Town Clerk will be posting for a Deputy Clerk. Pat Hildreth is still the Deputy Tax Collector.

e) Cleaning Town Buildings: Roberta said that since Jean cannot clean the buildings due her other job that the Board needed to authorize the expenditure to hire someone else. The buildings needing cleaning are the Town Office, Meeting House bathrooms and the Library will need to be cleaned. Karl made a motion to arrange having them cleaned. Second by Bob. Roll call vote: passed 3-0. There was discussion about the condition of the carpeting in the Town Office. Roberta thought cleaning them should be enough, but Karl and Bob thought they needed to be replaced. Roberta said there was no money in the budget for that. Bob and Karl wanted to get estimates on replacing. Sara and Mike will get estimates.

f) Approval of pay plan on Map 10 Lot 27-2-12: Karl made a motion to approve the suggested payment plan. Second by Roberta. Bob asked if this would mean the property would not have a tax lien recorded. Roberta said that correct. Carol has arranged the proposed payment schedule. Roll call vote: passed 3-0

g) Transfer Station sticker sales and revenue: The Town Clerk has brought the records up-to-date and is coordinating with the Finance Director on the revenue reporting.

h) Deputy Tax Collector/ Deputy Town Clerk: Roberta said this was already discussed and passed over.

i) Request to repair and maintain Bullet Pond Road (Class VI): The Board has received a request from the SnoMoles to do repair work on this road as it is part of their trail network. Bob asked if they had ever been given permission to use the Class VI road as required by a change in the law. Roberta said that they had been using it for years and did not know if there

was ever formal permission granted. There was discussion about the use of the road for 'mudding' and that was what was damaging the road and it would probably just be damaged again. Roberta said that she had received calls after this was on the agenda about proposing that the road be changed to a Class A Trail. Karl said suggested it be gaited which it could be if the status was changed. This would have to be done with a warrant article. Bob said that it should be referred to the Roadway Committee and they needed to look into the status. Consensus was to refer the request to the Roadway Committee. Charlie Eicher asked about the Committee having access to Zoom for a meeting. Sara is also a member of the Committee and can set up a meeting.

j) Acceptance of unanticipated revenue from Coyote Oil (RSA 31:95-b) Roberta said that Coyote Oil had generously donated \$1,000 for use by Emergency Management to offset the costs associated with the Covid-19 Emergency. Bob asked if we had the owner's name to thank him? Judy Unger-Clark said that it was Ed Seymour. Bob made a motion to accept the donation of \$1,000 as unanticipated revenue in accordance with RSA 31:95-b. Second by Karl. Roll call vote: passed 3-0. Sara will send a Thank You letter to Ed Seymour of Coyote Oil.

Roberta suggested taking up Other Business at this time. The Board received a recommended policy regarding exposure to Covid-19 from Emergency Management. Bob thought that it was over-reaching and hopefully would not be needed. After discussion this was passed over.

4. Information Items/Communications/Updates: TA update

Sara said that she had been working on a list of items and would prefer to report when they were all more finalized.

Roberta announced that the generator pads had been poured and would be installed soon.

At this point it was discovered that the meeting had not been recorded.

Adjourned at 7:43 PM

/Roberta Oeser