



Board of Selectmen Meeting
Via ZOOM platform
Wednesday, April 8, 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: Deb and Jim Qualey, Tim Wessels, Phil Motta, Jeff Deckler, Kellen Keiger, Holly Koski

The meeting was opened at 6:15 pm after everyone was admitted to the tele-conference using Zoom.

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

Citizen's Forum Jeff Deckler asked if there was any information available about the Town Office closure last Thursday. Roberta said there was a statement to be made under the agenda item. Holly Koski just wanted to say she thought we were doing a great job. Kellen Geiger just wanted to know how this was going to work.

Consent Agenda

- 1. Approval of:** Bob asked to have the AP for 4/9/2020 be done separately as he had not seen it yet. Karl made a motion to remove the AP for 4/9/2020. Bob second. Roll Call vote passed 3-0

- **Minutes 2/19/2020, 3/4/2020, 3/17/2020, 3/18/2020**

- **Payroll 3/26/2020, 4/2/2020, 4/9/2020**
- **Accounts payable 3/26/2020, 4/2/2020**

Bob made a motion to approve the consent agenda with changes. Second by Karl. Roll Call vote passed 3-0

Roberta made a motion to approve the AP for 4/9/2020. Second by Bob.

Roll Call vote: Karl and Roberta – Yes, Bob-Abstained

2. Old Business

a) Transfer Station sticker expiration date Roberta just wanted to bring this up as not everyone can get new stickers. Although no vote was taken it was the consensus of the Board to tell Ed not to push on the expiration date. It was also discussed about not taking checks or punch cards at this time. Ed is writing down the names and amount. Roberta wanted it to be considered as loss of income for the Town and to keep track of it. Mike has put signs up to remind people not to crowd at the transfer station.

b) Bond for Broadband: Sara relayed information about the status of the bond application process and that there were only a couple more items needed. She would like authorization to sign the bond application. Roberta mentioned that the rate looks like it will be lower than anticipated. Karl made a motion to authorize Sara to sign the bond application on behalf of the Town Second by Bob. Roll Call vote passed 3-0

Phil Motta and Tim Wessels of the TelTech Committee had information that Consolidated Communications (CC) was looking at different options on the infrastructure fee. The present suggested fee is a maximum of \$9.50 that could go down over the years, but they have suggested reducing the fee to a flat fee of \$7.80 and not lowering it. Tim Wessels thought that it was a more fair way of structuring the fee. A question arose about the potential of there being excess money towards the end of the bond term and where that money would go. It was thought that it would go back to the Town. Board thought that odd as the money is actually the users. The Board liked the lower fee, but need more information of how it would work. Jeff Deckler thought that the lower fee would be attractive and the most important thing is to get the broadband. Phil Motta suggested getting Town Counsel to review the proposal.

3. New Business

a) Town Office: Roberta read a prepared statement about the recent issue with the Town Office closure: We were notified of possible contamination at the Town Office and of possible exposure to an employee on Thursday evening. Rick Donovan, as Emergency Operations Manager closed the office to all personnel on Friday. After the prescribed 72 hour window, a crew went into the office to clean. It was necessary for it to remain closed on Tuesday. As the Town Office has not been open to the general public except by appointment, and many of the employees are working remotely, we believe that there is limited potential exposure to the general public. We are hopeful that this is an isolated incident.

The situation with the employees that are working remotely was discussed. Bob wanted to review if the remote working is not working we may have to reconsider the situation. Karl agreed as did Roberta. Some things have to be done on sight. Roberta assumed that everyone that wanted to work from home could do so and had the necessary equipment. Karl said that Doug (IT) had been helping them and there would be charges. Bob thought that communication was the biggest issue. He much prefers face-to-face. Laurie said that she is still behind and that it takes more time to do everything. And she said that Carla is working more hours as she is. Karl said that the employees need to be paid. Laurie said that many are working more hours. A spread sheet needs to be set up for all the extra hours due to the Covid 19 crisis. This will need to be re-visited at the next meeting. Laurie said that she has been in contact with all the departments about bills to find out what the problem was with credit cards being denied. Laurie said that she had called the credit card company and there were no problems that it had to be at the site of use. Karl brought up that Rick will be starting on the expenditures attributed to Covid 19 and that the overtime needs to be tracked and sent to him.

b) Earth Day Roberta announced that the Rindge Womans Club had cancelled their Earth Day roadside pick-up and will not be distributing the blue bags. They wanted to make sure that if people wanted to pick-up trash when out walking that it could just be dumped in the trash without separating. Bob just wanted to make sure that we are not encouraging people and was disappointed that the Chamber did send out a memo that actually did encourage people to do so.

c) Posting for Meetings: Roberta wanted to make sure that postings for meetings were put somewhere besides the Town Office as it is closed to the public. This meeting was posted at the post office. Sara will send out a blast email to all boards.

d) September Election/Special Town Meeting: Roberta said that this can be passed over as it is not necessary. She had put this on due to concerns about the re-val CRF warrant article expiring at the end of the year but had received information from NHMA that it could be addressed in March.

e) Pay adjustment for PT officer: This is for a pay adjustment that had been over-looked when the pay plan was implemented. The board has seen the paperwork and just needs to be approved. Karl made a motion to approve the pay adjustment. Second by Bob. Discussion: Bob just wanted to verify that it was for Officer Letourneau. Roll Call vote passed 3-0

f) Acceptance of gift of property (donation of Mi-Boxes) RSA 31:95-e

Roberta gave Bob the floor asking if this was a gift or a loan. Bob said that this was a loan but still has value and was offered to Rick in case of the need of a point of distribution. Bob will call the franchise owner and thank him for the use. Bob made a motion to accept the loan of property in accordance with RSA 31:95-e. Second by Karl. Roll Call vote passed 3-0

4. Information Items/Communications/Updates: TA update

Sara said that the heat pump for the Meeting House horse shed was scheduled. The generators won't be done until the roads are opened. There have been no other meetings to report.

5. Non-public: RSA 91:A-3 ii (b) Roberta asked Bob about his concerns. He said that it would be difficult as he is not alone. Roberta asked if he had a suggestion.

Bob motioned to recess the meeting until 9:00 am on Saturday morning at the Town Office. Second by Karl. Roll Call vote passed 3-0

Recessed at 7:23 PM

Meeting re-convened at 9:02 AM, Saturday April 11, 2020 at the Town Office (parking lot)

Present: Selectmen: Karl, Bob, Roberta and Town Administrator Sara Gravell via telephone.

Roberta wanted to re-visit the Consolidated Communications (CC) proposal about the potential of excess 'fee' money being returned to the Town. She mentioned that the Town would own the infrastructure and perhaps the money could be set aside for any issues. Karl said that CC wanted a better tax profile and not have the fee attached to the bond. They also probably would not break even for 10 years. They also have indicated that they would eventually get rid of the copper infrastructure.

The Emergency Management Office (EMO) has made recommendations on the operations at the Town Office. Karl motioned to accept the EMO recommendation. Second by Bob. Bob wanted to make sure that the protocol recommended was distributed to all parties. Sara will send an email to all the boards, committees and commissions involved. Passed 3-0.

Roberta motioned to enter non-public pursuant to RSA 91:A, 3 ii (b). Second by Karl. Roll Call Vote: Bob-Yes, Karl – Yes, Roberta – Yes

(Note: At 9:55 AM the non-public session was recessed until 10:00 AM on Tuesday, April 14 at 10:00 AM)

Return to Public Session at 10:35 AM, Tuesday April 14.

There was a short discussion about the Zoom licensing. Bob asked about scheduling a 'working meeting' as had been done in years past. Roberta said that although the meeting was held at Toah Nipi it was publicly noticed. However, no one had attended.

Bob motioned to seal the minutes from the non-public session due to reputation. Second by Karl. Passed 3-0

Adjourned at 10:40
/Roberta Oeser