

**BOARD OF SELECTMEN MEETING
MINUTES FOR MAY 25, 2021**

PRESENT: Shawn Talbot Chairman; John Veaser, Jason Somero
Town Administrator Scott Butcher

Opened the meeting at 5:00

Non-Public Session:

At 5:05 Selectman Veaser MOTIONED to enter into a non-public session under RSA 91-A: III, Selectman Somero SECONDED the motion. The vote was unanimous.

Continuation of Police Chief Recruitment discussion:

Scott suggested a hiring consultant who has done hiring for other towns. He noted they do this often and know the ins and outs of this type of hiring. John was in agreement with this idea. John suggested to table this for right now with the potential that this is most likely the way to go.

Old/New Business:

Scott discussed returning to in person meetings if we lose our ability to do online. John Schaumloffel has send Scott his recommendations. Scott feels good to have consistent policies with all public town meetings. This allows any member of the public coming into Town Offices know what to expect. The Selectmen reviewed John's document and shared their feelings. John feels we will continue to use Zoom as long as we are able to. Each board can do what they feel is right for them.

Our Emergency Management Director resigned this week. We will be looking to fill the position of EMD as well as Deputy position. Scott will drive the EOP updates if the Selectmen are ok with that. John suggested reaching out to Jim Hicks to see if he is willing to help out in the interim. Shawn noted that he wouldn't want to do this permanently.

Town Office security had some issues this week and they are resolved for the moment. Scott would like to go forward with the software updates as we are several versions behind and this may solve some of the issues and will also give us better control over the system and monitor the system status. There was further discussion of the issues that have been occurring with the system. Shawn brought up the overall physical security of the building, such as when the locks were changed last to ensure people don't still have keys. Scott also noted that he'd like to see exterior locks changed, and the internal doors have programmable locks on the offices so we can change when people leave. About \$100 to \$200 for each lock to do this, Mark can do the installation. Scott will do a calculation of the cost to do this.

John MOTIONED to spend \$850 to upgrade the security system software, Jason SECONDED MOTION, all were in agreement.

Material for the roof has been delivered and Tyler is starting the project now, they flagged off the roof and will get the certificate of insurance to Scott, Mark went around and they confirmed which sky lights would be replaced.

Salt shed foundations blocks are being laid, as soon as that is done Eagle associates will ship their materials here and start the construction of the salt shed.

Carlene and Scott had discussion about credit card processing and how the accounts are reconciled. Also discussed was the potential of a credit card reader at the transfer station. There is a fee to use credit cards, but it was discovered that Parks and Rec doesn't charge that percent on credit cards as they build it into the cost. Scott would like to be consistent with this policy and we disclose the fees and make it transparent.

Scott sent letter to SAU to get set up on a payment schedule with them. He is awaiting a response from them.

John received an email from a town person asking why we are putting lines on the road and lights up, they feel it takes away from the small town feel. The answer is this is being done for safety reasons it is easier to see bend in road with the lines. It also helps the newer cars with lane stabilization. There were only a couple lights installed, and they were installed based on DPW recommendations, such as on sharp corners.

The status of the energy audit at the Fire Station was brought up by Jason. We are awaiting on the recommendations before we make the call to get the heater in.

Alan in the audience asked how people can get access to the Selectmen's emails. John noted it's a punch list of action items not an email. If you would like a public document you need to request it each time, there is not one blanket request. Also discussed that the minutes are being caught up on.

Scott brought up the flowers for the bridge, he spoke with Mark and Peter who felt not a good use of money because no one going down there watering them. They did put some in the larger bins around town, they hold moisture longer and require less maintenance.

Jason mentioned the ABC Building tenant and the land clearing and asked about the Selectmen's role. Shawn noted that if RSA says things should happen it's the right thing to do, as well as making sure they don't become a nuisance to people in town, there is a balance, and we need to find that. Also, how to work with the other boards that might need to be made aware.

We want to work with residents and businesses to assist, not make the process unnecessarily difficult. Concern that we are not enforcing, however we are a very part time staff that cannot track, enforce, inspect, etc. Discussed evolved into that some contractors are going forward with projects, without doing proper inspections process. Scott noted that it is unusual that the ZBA is the front end of the process here, where in other towns it's more of an appeal type board and that we don't really have a business / commercial type of zoning.

John made a MOTION to adjourn, Jason SECONDED MOTION, all were in agreement.

Respectfully submitted,
Susan Mallett, Land Admin

Minutes approved by:
BOARD OF SELECTMEN



Shawn Talbot, Chairman

John Veaser



Jason Somero