

**BOARD OF SELECTMEN MEETING
FEBRUARY 16, 2021
MINUTES**

PRESENT: David Lage Chairman; John Veaser & Shawn Talbot Selectmen
Scott Butcher, Town Administrator

The meeting opened at 6:00.

DISCUSSION ON REPLACEMENT 1 TON PICKUP FOR DPW

David opened the discussion on the 1 Ton Pickup Truck. Scott explained that it replaces the 2008 Ford F250 which has over 130K miles. It is the oldest vehicle in the fleet and Peter would like to replace this before next winter. Also replace the 8 foot plow with 9 foot plow. Scott would like to get on a rotation for replacing the DPW vehicles. It was discussed what vehicles we have in the fleet and how they are used. The conversation then went to what we need to consider for the new vehicle, as far as gasoline vs. diesel, engine torque, GVW and other features.

DISCUSSION ON BUILDING IMPROVEMENT PROJECTS

Scott noted that we need to get a list and priorities together, to ensure if we need to get bids together we can get ahead of the process.

Scott provided the Selectmen with his suggested list. Building 3 repairs needed included electrical, LED lights, skylights, roof and siding. Exterior and interior also need a paint job.

David wanted to wait for the energy audit to decide what priorities should be, he felt that the Old Town Hall would be the priority to get it functional.

John said firming up where the septic would be placed and where to get water would be next steps and also the funding for this would be the next step. Would need to talk with neighbor to get easement. John mentioned without water or plumbing we don't qualify for funding or grants.

Scott noted we are paying for lights on Spindleback Road, and questioned why it's not on the ledger. If it's private road, it should belong to a HOA, but if public it would be our responsibility. John will take a ride by and determine the number of lights.

Shawn brought up funding for the parks and pool, pump and filtration system. The filtration medium was changed out but the housing is considered unstable. John suggested getting some sort of report from the maintenance company.

Scott made some suggestions for the Town Office, such as energy audit, retaining wall repairs, wiring repairs, data and voice wiring, security cameras, and changing keyed locks to combination locks. Regarding HVAC options and benefits of retrofit or replace were discussed. Also Comcast contract is

coming to an end, do we want to look at Consolidated as redundancy. If cable goes down, the Town Clerk cannot process any of the functions that require that she have connection to the state. Scott also brought up that connection to Outlook sometimes just drops among other connectivity issues here.

Shawn asked how the BOS can help get some of these things to be resolved. How to substantiate the items on Scott's list. Scott needs to know the priority from the BOS.

Actions:

- Get engineer make some septic design and water source recommendations for Old Town Hall. This is needed to determine where the easement would need to be.
- Get qualified vendors to do evaluations and provide quotes when free. If costs for quote Scott to bring to the BOS for the approval to go ahead.
- Short dollar items like the retaining wall and planters, just go ahead and take care of them.
- In house items that Mark can do should be done.

OLD / NEW Business:

Candidates Night is upcoming: Reminder that next week is candidates' night, anyone who has questions should attend in person or online. It is expected anyone who chooses to run for any position will attend.

Planning Board inquiry: John brought up the response letter from John S / Planning Board regarding training for the Land Use Clerk. John indicates Jen isn't getting the day to day training. John also asked about counsels response, Scott said he responded back to John and cc'd the BOS. John inquired about alternate counsel separate from current town counsel.

COVID policy: Discussed policy relating to COVID and how to handle return to work.

Department head meetings: Shawn brought up that he'd like to do office hours where department heads could come in and he'd be available for them if they had any questions or anything they'd like to discuss. Not specifically a meeting but just to be available and connect.

Scott is not doing department head meetings due to COVID, dealing with it electronically. What he did do is establish a monthly review of budget expenditures on 2nd Thursday of the month.

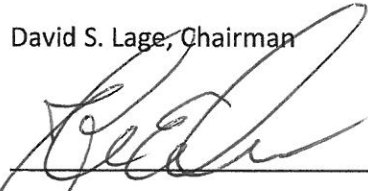
Cell Tower Lease: They claim they did not receive the lease, so Scott resent it. However they seemed to have some knowledge of the issue with Old Peterborough Road. Still needs to request Permits and ZBA and then Planning Board after the private road agreement is taken care of.

BOS agreed with getting the road laid out so it can go forward

Respectfully submitted,
Susan Mallett, Land Admin

Minutes approved by
BOARD OF SELECTMEN

David S. Lage, Chairman

A handwritten signature in black ink, appearing to read 'D. Lage', written over a horizontal line.

John Veaser

A handwritten signature in black ink, appearing to read 'J. Veaser', written over a horizontal line.

Shawn Talbot