

**BOARD OF SELECTMEN MEETING  
MINUTES FOR APRIL 27, 2021**

**PRESENT:** Shawn Talbot Chairman; Jason Somero  
Town Administrator Scott Butcher

**Meeting started at 6:00 pm**

- Guests Lou Alvarez and Craig Smeeth of the Broadband Committee are also in attendance.
- Due to Selectman Veeseer being absent, Shawn moved the schedule around and will be a brief meeting this evening.

**Vertex Tower Assets Cell Tower Project Update:**

Scott updated us on where we stand. They are planning on moving forward this year, and we are trying to help them get this done. One issue that needs addressing is Old Peterborough road, a private road agreement needs to be done. Another option is moving the driveway onto Old Rindge road which is a class VI road. Their engineers are looking into the feasibility of doing this.

Will need to determine sources of funding of the town's communication projects including the equipment that will be put on the tower. Lou mentioned that due to COVID there may be infrastructure money available from the federal government.

Scott will provide the Broadband Committee (Lou and Craig) with a packet of information to get them up to speed along with a copy of the contract. Jason would like a copy as well.

**Discussion on American Rescue Plan Act – municipal participation:**

The latest round of COVID 19 funding will provide stimulus money to the state of NH and be distributed to the towns based on population, not sure what the numbers will be yet.

The segments of the treasury plan include:

- To respond to the public health emergency with respect to COVID
- Assist households, small businesses and non-profits (not just for communities)
- Provision of government services to the extent that a reduction in revenue due to the public health emergency
- Available to make necessary investments in water, sewer, and broadband infrastructure
- Wage enhancements for certain workers

We have not received all the provisions of the plan, will need to review to see what we might be eligible for and what the requirements to receive them. Sometimes the restrictions / requirements outweigh the benefits to us.

Lou noted that not all areas of New Ipswich have good broadband coverage, Will work on pulling together an estimate of what it will take to get the fringe areas up to speed.

Shawn asked Lou to come back in a month to update the BOS on Broadband projects.

#### **BOS Projects/Action Items:**

Scott will review and clean up the list and the BOS will review at future meetings. How to share with the members of the BOS was discussed. MS Teams and internet were among possible options. A sticking point was that not all the board / committee members have town email addresses.

#### **Employee Appreciation Event:**

Shawn noted that in the past we had some sort of employee gatherings that stopped due to COVID and he would like to look into doing this again. With the warmer weather, we can do it outside and be socially distancing. He was thinking in the parking lot, so people could stop by and eat and go back to work, as opposed to going off site. Shawn wants to include employees and volunteers as well.

#### **Old & New Business:**

**iWorq:** Scott noted that iWorq training is set up for Scott, Rick, Jen and Susan (Land Use and Building) to happen next Monday at 10:00 am. We can identify what functionality exists that we are not aware of, and what might need to be added. There are some additional modules that iWorq has available, would any of them be beneficial to share with other departments and improve communication and tracking with other teams. (ZBA, Conservation, Planning Boards etc.)

**Cleaning Contract status:** Scott let All-Pro know we want to move forward. They confirmed the amount was for both buildings. Chief Carpenter had some concerns and All Pro will address them and incorporate into the contract. Major point is same crew all the time and that they are vetted.

**Comcast:** Scott is working on identifying a contact at Comcast and get them in here for a conversation regarding renewal of contract and services they provide. We are having sporadic issues here and various possibilities have been explored and it's not clear if it is Comcast or in house issue(s). Scott recommends building in some redundancy to the internet using Consolidated or some other vendor even if it's at a lower level of service to ensure continuity with Town Clerk and Emergency services at a minimum. It could also be used to load balance during busy times to ensure efficient bandwidth.

**Appleton Business Center:** New tenant there, property file is sparse, so not sure if any restrictions and how the building was approved, if approved in phases, etc. Probably needs to go in front of the ZBA, also Fire Chief believes more information is required to ensure they meet national fire protection regulations. Someone needs to tell tenant to hold up and make sure all these things are in place. This gentleman asked about business permits, but we don't require those, however, he didn't ask about zoning, building, etc. and the process isn't always clear.

Scott suggested a front end process to prevent this in the future and ensure everything is proactive to help new business and town to have a smooth and business friendly process.

How to and who should communicate to the tenant and future new businesses was discussed. Building, Zoning and Fire all have input, but rather than all three reach out, it was discussed that Scott create one letter with all the combined concerns. However, individual responses should be managed by the departments not the Selectmen.

Scott will respond to the prospective tenant tomorrow morning.

**Animal Control Officer:**

Scott sent a letter to Chief Carpenter with information on a potential candidate for the animal control officer. We have not heard back from him yet, and it's up to the Chief if we hire or not.

**Police Dept. Building updates:**


Jason gave an update on the police building updates and discussed scope of work.

**Discussion on SAU 87 payment arrangements:** Postponed discussion while John is out.

**Jason made a motion to adjourn, Shawn seconded, all in favor.**

Respectfully submitted,  
Susan Mallett, Land Admin

Minutes approved by:  
**BOARD OF SELECTMEN**

  
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Shawn Talbot, Chairman  
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John Veaser  
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Jason Somero