

BOARD OF SELECTMEN MEETING

April 12, 2022

MINUTES

PRESENT: Shawn Talbot, Chair, Jason Somero and Lou Alvarez
Debbie Deaton, Town Administrator
Alan Doyle, Kitty Waitt (Stearns Burton), Jim Coffey (Trustees of the Trusts), Bentti Hoiska (Trustees of the Trusts), Bob Zinsmeister (Trustees of the Trusts), Jeff Muhonen (Accura Construction)

Open Meeting in the Town Office with the Pledge of Allegiance at 5:00

5:01 Non-Public Session 1:

At 5:05pm, Shawn made a motion to enter a Non-Public Session under RSA 91-A:3, II (a) at the request of an employee. The motion was seconded by Jason and passed unanimously.

At 5:30, Shawn made a motion to return to public session. The motion was seconded by Lou and passed unanimously. Shawn made a motion to seal the minutes. Jason seconded the motion and it passed unanimously.

5:30 Trustees of the Trust Funds:

Bentti told the Board many trust funds were set up with "strings" attached, i.e. they could only be used for specific purposes, they required a committee to oversee the expenditures from the trust, etc. The Stearns Burton Trust requires a committee which is down to one member and having two committees is redundant. Bentti proposed the regular members of the Trustees of the Trust Funds assume the responsibility of the Stearns Burton committee and the remaining member of Stearns Burton (Kitty Waitt) and Rick Harnden become alternates to Stearns Burton (not Trustees of the Trusts). The alternates will have a 2 year term and a 1 year term respectively. If a meeting needs to be held regarding a request for Stearns Burton funds, Bentti will email the 2 alternates. Shawn made a motion to accept the proposal as stated. Jason seconded the motion and it passed unanimously.

5:45 ARPA Funds-Department Head Wish List Discussion:

Board of Assessors: Jim Coffey stated the Board of Assessors would like to add their request for \$100,000 to the wish list for the updating of the tax maps by CAI Technologies. Jim explained the current tax maps are inaccurate. Lou mentioned this was presented as a warrant article and was turned down by the voters and said we shouldn't introduce it if the voters said no.

Shawn stated the Fire Department is waiting for grant funds so the requests for the Fire Department will be on hold until we find out about grant money.

Shawn made individual motions to approve the following requests:

Planning Board- up to \$25,000 for the re-writing of the Master Plan

Police Department- 4 portable radios (\$13,107), 4 mobile radios (\$18627.64) and Ballistic plates & Carriers (\$4,941.26) (Total \$36,675.90)

Moderator- \$1,000 for the increase in cost for e-poll book check in

DPW: Air cleaners for shop-UP TO \$35,000, Electrical for cold storage- UP TO \$25,000

All items were seconded by Lou and Jason voted no. The motions passed 2-1.

Shawn also made a motion to expend \$30,000 to convert the old Salt Shed into a community center. This would cover all supplies and materials. There are many volunteers willing to donate their labor to rehab the building. Lou stated he would like to hold off on that discussion until another time. Jason agreed. The motion failed for lack of a second.

There was some discussion regarding having our own fuel farm which was brought up by Lou and agreed to by Shawn. Lou stated we should get the fuel directly from the State so it would be less expensive and does not include tax. Shawn felt it would be better to have our own fuel on site. Jason mentioned we would have to take into consideration the administration, maintenance and security of a fuel tank on the property. The DPW had purchased gas in Greenville and Lou will report back when he finds out what the savings were by buying it there. There was more discussion about just fueling up in Greenville as opposed to having our own tank, thereby avoiding all liability, the potential for spills, security, etc. The Greenville fuel farm is not far away.

7:07 Police Department Renovations and Lease:

Jason spoke with Jeff Muhonen and Chief Abel. Chief Abel stated the number 1 problem is if they have to arrest someone, they have to take the person through the reception area. Jason said they would like to do renovations in stages through the Building Maintenance Fund. He also mentioned the possibility of acquiring the Bellows Nichols area for the PD. Jeff told the Board Bellows Nichols would be willing to end their lease early if the PD wanted the space. Shawn asked what they currently pay for the space. Jeff replied \$800/month. Our current lease is \$2,270/month with a 3% increase every year. The new total would be \$3,070/month if we acquired the additional space. Mr. Doyle asked how many total square feet would be allocated to the PD including the additional area. Shawn replied approximately 2,600.

Jason told the Board he had volunteers lined up to the work. Lou mentioned there are structural requirements for jail cells. Jason thinks the cost would be approximately \$50,000 to retrofit the space. Lou stated Chief Abel should be consulted about the design. Jason said he's already consulted him. The PD would like the booking area in the Bellows Nichols space. Shawn asked where the additional \$800/month would come from because we didn't budget for it. Jason replied he wasn't sure. Jason will look into where we could fund the additional money from. Shawn suggested Jason have a conversation with Chief Abel and Jeff to discuss details, funding, design, etc. Alan Doyle said this has been a debate for years. He asked Jason if there were any different ideas in the pile of suggestions at the PD. Jason will look into this further.

7:50 DPW:

The DPW requested to go back to 4 ten hour days from April 25th through September 5th. Shawn made a motion to approve the request, Jason seconded the motion. Lou asked how it works if something happens on a Friday. Shawn replied it would be overtime if someone had to come in but this has very rarely happened. The motion passed unanimously.

Mr. Doyle mentioned he was told employees are signing lunch waivers and by law are not allowed to do this so every shift should be scheduled for 10.5 hours. Debbie will look into this.

8:00 Old/New Business:

Shared driveway name: Debbie informed the Board of a request from the Planning Board asking for the approval of the name for a shared driveway. The subdivision (Map 7/27) was approved by the Planning Board on July 7, 2021. The applicant requests to name the shared driveway "Lord's Valley Drive". Shawn made a motion to approve the request. It was seconded by Jason and passed unanimously. Debbie will inform the Planning Board admin. Jason asked if we had set a date for a site walk at the cemetery. Debbie will email attorney Courtney to ask him to set this up. Jason stated Bill Seppala has done an inventory of all of the plots on the easement and if there is a relative who had to be separated because of the easement situation. Shawn stated he would like to see this before we meet with the State.

Jason questioned if there are any updates on the status of 445 Turnpike Road. Shawn replied he hasn't heard anything since the Building Inspector said there was no justification for a stop work order.

Jason would like to see the Finance Advisory Committee up and running soon. Alan stated an advisory committee has no authority and it should consist of 3 to 5 people. Shawn said he feels there is a huge value to having this committee. We need to set up some framework, policies and procedures. This will be discussed again on May 10th.

Shawn reminded the Board of the walk through at Building 2 next Tuesday at 4:30 with Mr. Howland and M&N Assessing.

Non Public Session #2:

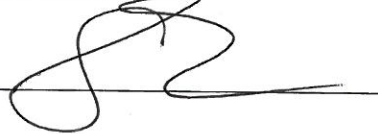
At 8:20, Shawn made a motion to enter into a Non-Public Session under RSA 91-A:3, II (a) regarding employee wages. It was seconded by Jason and passed unanimously. At 8:56 pm, Shawn made a motion to return to public session. The motion was seconded by Jason and passed unanimously. Shawn made a motion to seal the minutes, the motion was seconded by Jason and passed unanimously.

At 9:00 pm Jason made a motion to adjourn. It was seconded by Shawn, all were in favor.

Respectfully submitted,
Debbie Deaton
Town Administrator

Minutes approved by BOARD OF SELECTMEN

Shawn Talbot, Chairman:

A handwritten signature in black ink, appearing to be 'ST', written over a horizontal line.

Jason Somero:

A handwritten signature in blue ink, appearing to be 'JS', written over a horizontal line.

Lou Alvarez:

A handwritten signature in black ink, appearing to be 'LA', written over a horizontal line.

