

BOARD OF SELECTMEN MEETING

March 22, 2022

MINUTES

PRESENT: Shawn Talbot, Chair and Lou Alvarez
Debbie Deaton, Town Administrator, Alan Doyle, Jim Hill

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

Shawn stated the first Non-Public will be cancelled at the resident's request. The second Non-Public will also be cancelled at the taxpayer request.

Old/New Business:

Town Administrator:

Debbie updated the Board on the new procedure when a detail is done by the Police Department. When payroll is turned in, the PD will also give us a copy of the invoice billed for the detail. This will go to the Treasurer so she is aware of the money due to the Town and can reconcile this once they come in. Debbie also said the receivables can take 30 to 90 days to be received.

Debbie also informed the Board the paving bid requests have gone out and will be in the Monadnock Ledger. The Civil Scope Requests for Collins Road have also gone out per the request of the Road Committee.

Debbie asked the Board if we should order rain barrels & compost bins from a company that had sent out a flyer. She suggested we post an order form at the Transfer Station to see if there is any interest. The order must be placed by April 18th and ordered in full pallets only. Shawn suggested she bring it up at the staff meeting on Wednesday.

Debbie received a progress update from Kered Management regarding 11 Temple Road.

Debbie, Susan and Jennifer attended a Zoom meeting for a Building Permit Software demo. The software will be extremely helpful with building permits, inspections, etc. It can also track ZBA and Planning Board information which will be extremely beneficial when the Building Inspector is approving permits. Residents will be able to apply and pay online and track the status of their permit. It will be a huge time-saver for all parties concerned. The monthly cost is \$1,000 less than what we currently pay for IWork. Shawn asked Debbie to get a slide show presentation from BS&A regarding the accounting software and building software for the Selectmen to review. Debbie has asked Cadnet to provide a Town email for Lou.

All of the taxes, penalties and interest have been calculated for the auctioned properties. Debbie is working on compiling the legal fees for each property.

Blue bags have been ordered for the Town clean-up day which is being held on April 23rd.

Next week, there are Non-Public meetings to discuss the Warwick Mills lease of building 2 and the Pole Licensing renewal and amendment.

Shawn suggested Debbie reach out to MRI for assistance with BMSI to update the budget if Jim Coffey is unavailable to assist.

Selectmen:

Shawn had a resident ask about the posted roads. The resident stated there are a lot of tri-axle trucks around town, in particular, Appleton Road and asked why we are posting roads if we're not going to enforce it. Shawn asked Debbie to mention this at the staff meeting.

Lou stated he spoke to Peter regarding the use of the old Police cruiser. Peter said they should sell it. Shawn asked Debbie to post it on Municibid and to have Peter park it in the upper parking lot with a for sale sign on it. Debbie will look up the blue book value.

Lou mentioned he had taken a Cyber-Security webinar and one of the main points was the Town should be using a .gov as opposed to the .org we use now. Debbie will contact Cadnet regarding this. He also stated there are companies that will come in and evaluate our security and make recommendations.

Shawn mentioned Alan Doyle would like to work with the Town in creating an inventory of all Town owned equipment such as chainsaws, snow blowers, etc. Mr. Doyle state this is so we can track these items and make sure they are noted when they are disposed of and they don't just "walk away" and also to create a maintenance schedule for items with engines. There was some discussion regarding the threshold of which items to inventory, for instance, anything with a motor, computer equipment (laptops), a dollar amount. Alan suggested if we have to get bids on the purchase, it should be tracked. Shawn said the threshold for bids is \$5,000. After more discussion, it was agreed we would track anything above \$500. Shawn asked Debbie to inform the department heads of this at the staff meeting.

The Board signed documents and minutes. Shawn made a motion to break until 6:15 when the Building Inspector arrives for the Non-Public. Lou seconded the motion and it passed unanimously.

Non-Public Session 1:

At 6:15. Shawn made a motion to enter a Non-Public Session under RSA 91-A:3, II (c). The motion was seconded by Lou and passed unanimously.

At 6:55, Shawn made a motion to return to public session. The motion was seconded by Lou and passed unanimously.

Non Public Session #2:

At 7:00 pm, Shawn made a motion to enter a Non-Public Session under RSA 91-A:3, II (a)

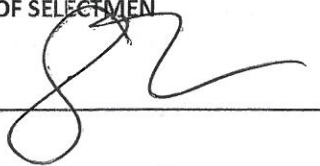
At 8:10, Shawn made a motion to return to public session. The motion was seconded by Lou and passed unanimously. Shawn made a motion to seal the minutes, the motion was seconded by Lou and passed unanimously.

At 8:15 pm Shawn made a motion to adjourn. It was seconded by Lou, 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.