

BOARD OF SELECTMEN MEETING

August 16, 2022

MINUTES

Present: Shawn Talbot (Chair), Jason Somero and Debbie Deaton (Town Administrator)

Jim Hill

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

5:05 Transfer Station:

Shawn asked if the list Steve Beaulieu made had been given to Peter. Steve replied it had and said the list was a "wish list", not demands. Shawn went through the list to determine if there are some things that could be remedied.

- Steve stated the breakers trip a lot and it could potentially delete the whole database. There are only 2 15 amp outlets in the hut and one is dedicated to the heater. Steve feels another outlet and 20 amps would be fine. Shawn thought this could be rectified easily and we should get a quote from an electrician.

- Shawn mentioned the 3 phase power request. Steve replied there are converters that could be used. Steve will assess the situation and get back to Peter and the Board. The problem is the compactors can't be run at the same time and creates a backlog. Steve will get a quote from an electrician for this also. Steve mentioned the Town does not own the containers and we could save \$119 for each trip to Shaw's because we would take them there.

- The next item on the list was a credit card machine. Debbie will look into Heartland which is currently used by the Town Clerk and also Square which would require a tablet. The other problem is the internet connection in the hut. There is a wifi booster in the hut but the signal isn't strong enough, it barely works for the phone.

- Lines on the pavement to alleviate bottlenecks was next on the list.

- Shawn read the next item which was the size of the shack. Currently it is 8x8 and it would be great to have a 10x10 or 12x12.

- The windows in the hut don't open because 2 of them are plate glass and 1 has an air conditioner in it.

- It's almost impossible for the air conditioner to keep up because the door is being opened and closed all the time. Debbie mentioned the possibility of a sliding window like the Town Clerk has. This would alleviate the door being opened so much.

- The configuration of the containers should be looked at to make it easier for the employees to keep an eye on what's going on at the containers. A third person would also be very helpful.

- The next issue is the Town bags. Debbie said she had been talking to Peter about getting rid of the Town bags and charging for regular bags. For instance, \$2 for a kitchen bag, \$4 for a trash bag and \$6 for a contractor bag. Steve said it's easier to keep an eye on things when the bags are all green so you know if you see a black or white bag going in, you know they need to pay for it.

- Town stickers: There is somewhat of a stockpile of stickers at the moment. Lou suggested getting different colored stickers. Steve said it's easier to see at a glance if everyone has the same color stickers for a certain year, instead of having to check for an expiration date (that is usually too faded to see).

- Jason mentioned the possibility of opening on a Wednesday afternoon/evening. Steve said he would be willing to try it. If there is a lot of business, then it would be worth it.

Shawn said we would talk to Peter again about the list and see what can be remedied. Steve also mentioned a third person would be very helpful.

5:40 Old/New Business:

- Fire Department trailers-Debbie showed the Board the quote Peter received for modular office space. There was some discussion regarding repairing the existing trailers or renting the modular office space. Shawn asked Debbie to schedule Chief Lund and Mark Hopkins (facilities) to discuss this on August 23rd.
- Shawn asked Debbie to print reports for the Fire Department payroll to make sure the hourly rate of pay is in line with what the stipends would have been. Shawn wants to keep track monthly to make sure nothing looks out of line.
- Debbie informed the Board the Town has received an additional \$128,147.47 from the NHDOT for the Highway Block grant. To accept the funds, there must be a notice Public Hearing (newspaper and posted). Debbie will schedule that for August 30th.
- Jason said the open house the Heritage Commission wanted to have during the Children's Fair will be postponed until October. Shawn asked who the member of the Commission are. Jason replied himself, Debbie, Fran Atchison and Phil Thayer. Shawn mentioned the minutes of the last couple of meetings haven't been posted. Debbie said she is working on them. The former Old Town Hall Committee is now defunct. Jason said the Commission is always looking for members.
- Jason also mentioned he is trying to put together a bid package for the Police Department renovations.
- Shawn mentioned the Finance Advisory Committee meetings are posted as well as their minutes. They have divided the departments among themselves and will be meeting with them one on one. Shawn said this budget season will be more organized than in previous years and the Committee has a good grasp on things so far.
- The Video Committee is looking for members and to expand the content.

At 6:45 Shawn made a motion to break for 10 minutes and resume the meeting in non-public session. Jason seconded the motion and it passed unanimously.

7:00 Non-Public Session RSA 91:A 3, II (a)-Personnel Discussion

At 7:00 Shawn made a motion to go into non-public session under RSA 91:A 3, II (a), Lou seconded the motion and it passed unanimously. At 8:20, Jason made a motion to return to public session. Shawn seconded the motion and it passed unanimously. Shawn made a motion to seal the minutes. Jason seconded the motion and it passed unanimously.

8:30 Non-Public Session RSA 91:A 3, II (d)-Warwick Mills Lease

At 8:30 Shawn made a motion to go into non-public session under RSA 91:A 3, II (a), Lou seconded the motion and it passed unanimously. At 8:40, Lou made a motion to return to public session. Shawn seconded the motion and it passed unanimously. Shawn made a motion to seal the minutes. Jason seconded the motion and it passed unanimously.

8:43 Non-Public Session RSA 91:A 3, II (c)-

At 8:43 Shawn made a motion to go into non-public session under RSA 91:A 3, II (c), Lou seconded the motion and it passed unanimously. At 9:24, Shawn made a motion to return to public session. Lou seconded the motion and it passed unanimously. Jason made a motion to seal the minutes. Shawn seconded the motion and it passed unanimously.

At 9:24 Shawn made a motion to adjourn. The motion was seconded by Lou and passed unanimously.

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.

