

BOARD OF SELECTMEN MEETING
JUNE 16, 2020
MINUTES

PRESENT: David Lage, Chairman; John Veaser, Shawn Talbot
Town Administrator Scott Butcher
Green Center Co-Liaisons Tina Somero & Elaine Danisienka

Chairman Lage called the meeting to order at 6:00 pm at the Town Office.

COVID-19 DISCUSSION

There was discussion about the Governor's latest Emergency Orders which modified or extended previous orders. Emergency Order (EO) #50 addressed travel expenses for members of the NH General Court. EO #51 ends the moratorium on evictions and foreclosures on July 1, 2020. This will allow the Selectmen to take action on tax deeded properties. EO #52 modifies the Universal Guidelines for reopening certain types of organizations and businesses and relaxes certain parts of the original Emergency Orders.

The discussion turned to amateur and youth sports returning as part of the new relaxed orders. The newly released Phase 2 of the Stay at Home 2.0 guidance allows teams to actually play games, not just limited practice. There was input from two members of the Mt. Monadnock Little League Board of Directors regarding their specific policy and how it addressed the latest amateur and youth sports guidelines from the State of NH. Selectman Veaser **MOTIONED** to allow amateur and youth sports to utilize Parks & Rec facilities again. Selectman Talbot **SECONDED** the motion. The vote was **UNANIMOUS**.

Selectman Veaser revisited the pool discussion from a prior meeting reiterating the difficulty of adhering to the COVID-19 guidelines including social distancing, wearing masks, and limiting the number of people in the pool area. After some discussion amongst the Selectmen, the previous vote on closing the – pool for the season remains intact.

The Town Administrator stated that he had received inquiries about whether the Town Office would resume normal operating hours and procedures since the Governor has relaxed some COVID-19 requirements. After some discussion the Selectmen chose to leave the current full reopening date of June 30.

GREEN CENTER DISCUSSION

Green Center Co-Liaisons Tina Somero and Elaine Danisienka were present to discuss the latest version of the reopening plan. The Town Administrator reviewed the comments on the facility from the Deputy Fire Chief which included some of the deficiencies identified in the last Fire Dept. inspection of the Green Center. The Town Administrator explained that the Facilities person had already addressed most of the items on the list and the remaining items should be taken care of the week of June 22nd.

Chairman Lage wanted to hear what they were proposing as far as the number of people allowed into the facility at any one time. Ms. Somero indicated that were modeling their plan along the lines of retail stores which the current COVID-19 guidelines set at 50% capacity. The Fire Dept. had not yet calculated what the total capacity of the space was, but the Town Administrator stated they had estimated it at

approximately 90 people, putting the 50% capacity number at 45. The Selectmen discussed the matter further and the Co-Liaisons agreed that 15 people plus 2 staff members inside the facility should work with another 2 staff members outside counting people coming and going as well as reinforcing the social distancing guidelines.

There was also discussion about how to handle incoming donated items. The Co-Liaisons requested that they be allowed to open the Center on Fridays from 3:00 pm to 6:00 pm to accept deliveries. The donated items would then be allowed to sit for a week before being made available to the public to ensure any COVID-19 virus contamination would be dead by then.

With the Farmers Market running every Saturday from 9:00 am to Noon between now and October, there was some concerns about the traffic in and around the Town Office and Green Center. The Town Administrator recommended that if the Green Center were to open, that the hours be changed to 1:00 pm to 4:00 pm to avoid traffic conflicts for safety reasons as recommended by the Police Chief. After some discussion, the Selectmen agreed to keep the Saturday hours the way they've been historically; 9:00 am to Noon every other Saturday.

Selectman Veaser **MOTIONED** to reopen the Green Center with the conditions that only 15 patrons and 2 staff members be allowed inside at any time; that drop-off of donated items happen on Fridays from 3:00 pm to 6:00 pm; and the operating hours for the Center be from 9:00 am to Noon every other Saturday. Selectman Talbot **SECONDED** the motion. Chairman Lage asked if there was any further discussion and then offered an amendment to the motion requiring that the Center also comply with the Fire Dept.'s wishes. The amendment was adopted and the vote to reopen with conditions was unanimous.

OLD/NEW BUSINESS

Chairman Lage raised the issue of two driveway entrances onto Ashby Road where only one common driveway entrance was approved for 283/289 Ashby Road. He instructed the Town Administrator to send the property owner(s) a letter to correct the situation. The original agreement when the homes were built was that the second temporary entrance was to be closed when construction was complete.

Chairman Lage also raised concern about the items being stored at the Prime Roofing site at 485 Turnpike Road. He felt that the items being stored there are in violation of the conditions of the ZBA approval for an office and warehouse building to be constructed. He requested that a letter of violation be sent to the property owner.

Chairman Lage provided an update on the progress of trying to resolve the Smithville Cemetery issue with NH DES regarding the maintenance construction of the toe drain of the Souhegan Site #35 dam adjacent to the cemetery. He said there was some positive progress made and that NH DES would be reviewing the proposal presented to them by the Town and Hutter Construction.

The Town Administrator informed the Selectmen that USA Properties had made a request to withdraw one of their applications for development with the Planning Board. That project was for over 40 single family residences off of Stowell Road.

Selectman Veaser asked if there was an update on the 11 Temple Road property. The Town Administrator said the Notice of Reverter has been filed with the Hillsborough County Registry of Deeds

returning ownership of the property to the Town. He also stated that the other party had been notified of the transfer in ownership via e-mail and certified letter.

Under other new business, the Town Administrator informed the Selectmen that a Stop Work Order had been issued for the 376 Poor Farm Road property until the wetlands are delineated. That led to a discussion on how the permitting process functions whether that be an Intent to Cut, Alteration of Terrain, Building Permit, etc. before they are issued. There was discussion about how inaccurate the tax maps are and how they impacts the ability to determine where wetlands are when they are overlain on the tax maps. Chairman Lage stated that it is ultimately the property owner's responsibility to identify wetlands. The Town Administrator stated that there is no one on the Town's staff that is qualified to identify wetlands with perhaps the exception of members of the Conservation Commission. It is not the responsibility of the Building Inspector/Code Enforcement Officer.

After much discussion, Chairman Lage wants to have a meeting with the Conservation Commission, the ZBA, Planning Board, along with the Building Inspector to review the processes and gain agreement on how to move forward. The goal is to ensure things don't fall through the cracks. The Town Administrator suggested that it may take 45-60 days to document the processes to act as a framework for discussion by all the parties. The Selectmen want to see a draft by July 14th and invite as least the Chairperson from the Conservation Commission, ZBA, Planning Board, Assessors, Building Inspector, and DPW Director should be included in the discussion.

The Town Administrator provided an update on the LED Street Light Services RFP that was sent out to vendors and is posted on the Town's website as well as the NH Municipal Association website.

At 7:37 pm, Chairman Lage entertained a motion to adjourn. Selectman Veerer **MOTIONED** to adjourn. The motion was **SECONDED** by Selectmen Talbot and the vote was unanimous.

Respectfully submitted,
Scott Butcher, Town Administrator


Minutes approved by:
BOARD OF SELECTMEN



David S. Lage, Chairman



John Veerer



Shawn Talbot