

BOARD OF SELECTMEN MEETING
JUNE 30, 2020
MINUTES

PRESENT: David Lage, Chairman; John Veaser, Shawn Talbot
Town Administrator Scott Butcher

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

COVID-19 DISCUSSION

The Town Administrator stated that as of July 1st the Town Office will reopen to pre-COVID-19 operating hours and procedures and no appointment will be necessary to enter the building. The Governor's most recent Emergency Orders were reviewed; #'s 53-56.

TURNPIKE AUTO PARTS – JUNKYARD LICENSE RENEWAL

The Town Administrator discussed the request from Turnpike Auto Parts, LLC for the annual renewal of their Junkyard License. After some brief discussion Selectman Veaser MOTIONED to renew the license. Selectman Talbot SECONDED the motion. The vote was unanimous.

EMPLOYEE HANDBOOK REVIEW

The Selectmen discussed the draft of the Employee Handbook and the recent edits made. There was discussion about how the "benefit year" should be calculated, whether on the employees' anniversary from date of hire, or reset every January 1st. In addition, there was consensus on making the morning and afternoon break period in Section both 15 minutes instead of having the morning break at 15 minutes and the afternoon break at 10 minutes.

The Town Administrator suggested that a Social Media Policy be incorporated into the handbook. Chairman Lage questioned why the attorney that was assisting with the update hadn't included it already. He was also concerned about impacting someone's 1st Amendment rights to free speech. After some discussion, the Selectmen agreed that one should be looked at for consideration to include in the handbook.

Also discussed was the policy of encouraging employees NOT to use their personal vehicle for town business, yet we typically don't have a town vehicle for them to use. The Town Administrator suggested looking at keeping one of the old police cruisers to use as a floater vehicle that can be utilized by various departments/employees rather than paying mileage for using personal vehicles. Also discussed was the mileage rate used to reimburse employees which is currently 35 cents/mile, not the rate of 57.5 cents/mile the Internal Revenue Service set for 2020.

VERTEX TOWER ASSETS – TOWER USE AGREEMENT

The Selectmen discussed the proposed Tower Use Agreement between the town and Vertex Tower Assets that would allow the town to mount communication equipment to the cell phone tower Vertex will be constructing some time in 2020. The Town Administrator outlined the changes in the document that the town requested and Vertex incorporated giving the town more space for equipment at the ground level of

the site and incorporating the details on the specific equipment to be mounted on the tower for the town as designed by Modular Communications.

OLD/NEW BUSINESS

The Town Administrator discussed the Police Chief's request to order a second 2020 Ford Explorer to replace a 2013 Ford Explorer with 133K miles currently. It took over four months to get the first 2020 Explorer from the time the order was placed. That could mean the second one wouldn't arrive until October or November and the vehicle to be traded will likely have over 150K miles on it by then. Chairman Lage wanted to verify that there was enough money in the Police Equipment Capital Reserve Fund before proceeding.

The Selectmen also reviewed the year-to-date expenditures to ensure that the budgeted amounts were being adhered to. Other than some extraordinary vehicle repair expenses at the DPW, the overall expenditures are within the guidelines for the first 6 months of the year.

The Town Administrator discussed disposing two pieces of equipment, the old front-end loader and the old tanker for the Fire Dept. Chairman Lage stated that if DPW Director Goewey didn't want the old fire tanker for cleaning culverts, then he would like to see what the plan is for cleaning the culverts moving forward. Chairman Lage also wanted Director Goewey to know that there was a problem with an exposed culvert near the corner of Tricnit and Old Tenney Roads. He also wanted to know when All States Asphalt would begin the resurfacing projects scheduled for 2020. Selectman Veaser wanted to know what the plan was to patch the drainage repair on Porter Hill Road.

NON-PUBLIC SESSION #1

At 7:30 pm Selectmen Veaser MOTIONED to enter into a non-public session under RSA 91-A:3 II(e). Selectmen Talbot SECONDED the motion. The vote was unanimous.

At 7:39 pm Selectmen Veaser MOTIONED to leave the non-public session. Selectmen Talbot SECONDED the motion. The vote was unanimous. Selectman Veaser MOTIONED to seal the minutes. Selectman Talbot SECONDED the motion. The vote was unanimous.

NON-PUBLIC SESSION #2

At 7:40 pm Selectmen Veaser MOTIONED to enter into a non-public session under RSA 91-A:3 II(a). Chairman Lage SECONDED the motion. The vote was unanimous. Selectman Talbot recused himself and left the room.


At 8:22 pm Selectmen Veaser MOTIONED to leave the non-public session. Chairman Lage SECONDED the motion. The vote was unanimous. Selectman Veaser MOTIONED to seal the minutes. Chairman Lage SECONDED the motion. The vote was unanimous.

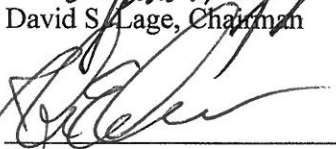
Selectman Talbot returned to the room.

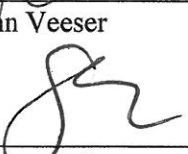
At 8:24 pm, Chairman Lage entertained a motion to adjourn the meeting. Selectman Veaser MOTIONED to adjourn. The motion was SECONDED by Selectmen Talbot and the vote was unanimous.

Respectfully submitted,
Scott Butcher, Town Administrator

Minutes approved by:
BOARD OF SELECTMEN



David S. Lage, Chairman

John Veaser

Shawn Talbot