

**Town of Freedom
Selectmen's Meeting
Monday, July 13, 2020**

Present were Selectmen Leslie Babb, Ernest Day, Jr., and Alan Fall, and Ellen White, Town Administrator, who recorded the minutes. This meeting was held at the Town Hall and was also available on the Zoom platform. Also, in attendance was Bill Elliott, Josh Shackford, Justin Brooks, Libby Priebe, Don Johnson, Dan Brooks, Pat McCoy, Carol Stansel, and Chuck Brooks, and Rochelle via Zoom.

Chairman Babb called the meeting to order at 6:30 PM.

Review of Mail, Sign Manifests, Approval of Minutes

The accounts payable and payroll manifests were reviewed as well as the red folder containing correspondence.

Brief discussion took place on the change to the height of the footing for the Danforth Bridge. Further information will be available at the preconstruction meeting scheduled for Tuesday, 7/14/2020.

Day made a motion to approve the minutes of the Selectmen's Meeting held on 6/29/2020. Fall seconded. All in favor, the motion passed.

Day made a motion to approve the minutes of the Non-Public Sessions held on 6/29/2020. Fall seconded. All in favor, the motion passed.

Day made a motion to approve the minutes of the Non-Public Session held on 6/30/2020. Fall seconded. Babb abstained (absent). Majority vote carried.

Public Comment:

None presented.

Department Head Reports:

Police Department – Chief Josh Shackford had nothing new to report.

Transfer Station – Justin Brooks announced that he has approximately 100 box springs and mattresses charged at \$10 each and Casella is now charging \$15 each to dispose of them. Fall made a motion to increase the disposal fee to \$20. Day seconded. All in favor, the motion passed.

New Business:

Fall stated he will be attending a preconstruction meeting on the Danforth Bridge tomorrow. Signs have been requested to notice the bridge closure for boating traffic anticipated for 8/3/2020 and for all traffic on 8/28/2020. Fall stated that the closure has been reduced to one day and he has reached out to Fire Chief Rob Cunio to verify how much notification is needed for fire/EMS coverage. Cunio is prepared for the closure on the anticipated date. Town Clerk Libby Priebe announced that boat trailer registrations have increased in anticipation of the bridge closure.

Agenda Items:

Joint Meeting – 2020 Elections Preparations: Moderator Don Johnson led the discussion on

preparations for the upcoming Primary Election on 9/8/2020 and the General Election on 11/3/2020. Covid-19 concerns and guidelines published by the 2020 Select Committee as well as past election statistics were presented. The goal is to safeguard all who want to cast their vote in person as well as those who are working the election. The State of NH is providing PPE such as sneeze guards, sanitizer, masks, gloves, and pencils in adequate supply for both elections. Zoom webinars are being offered every two weeks to the Supervisors of the Checklist, Town Clerks, and Moderators with updated guidance.

The Board was asked to support additional staffing needs that will be needed to fulfill the influx of absentee ballots that are anticipated. Priebe is unsure of how much manpower is needed but assistance will be needed to assemble, mail, accept and receive the absentee ballots. Only she and her deputy are able to process them into the State's system. Babb questioned if funds from the CARES grant can be utilized to obtain additional voting machines. Priebe responded that they already in a shortage and towns are being asked to borrow from other communities. Day affirmed that all departments can step in and help as a team. Fall stated that they are obligated to make it work and will have to take the updates received from each week to make provisions.

Discussion ensued on options for the flow of voters utilizing one point of entry and one exit. The elementary school was proposed as an alternate location being the most ideal for traffic flow and spacing needs. Johnson has reached out and will be discussing this option with School Board at their next meeting in August. The Town Hall should suffice for the primary election with less attendance anticipated. The second floor will be utilized for counting ballots and additional setup. Day suggested the Public Safety building as an additional alternate location if the school is not available. Johnson requested the assistance of Mark McKinley for setup and will also be seeking additional volunteers.

Johnson requested the Board consider enacting a health regulation for voting days to require anyone voting in person and all election workers to wear a mask and gloves both of which will be provided at the door. The question arose as to what happens when someone refuses to wear a mask and how that will infringe on their ability to vote if they have not voted by absentee ballot beforehand? White was asked to reach out to the Town Attorney for guidance on a motion and policy. If the policy is put in place, it will be heavily advertised to get the word out. Johnson also requested police presence during voting. The Board was amenable to this.

Discussion took place on voting booth options. Priebe was able to obtain a 4-space round election booth that is space-efficient to display as well as the traditional standing booths that are no longer available for purchase and the table top privacy enclosures. Further discussion took place on distancing requirements that will restrict the number of booths available.

With additional guidance anticipated and the request to use the school in question, the Board agreed to regroup at 7:30 PM on 8/10/2020.

New Business Continued:

Day reviewed the Fireworks Ordinance following several questions received on the extension of 4 days before and after the 4th of July holiday allowing the discharge of fireworks and questioned if it should be amended. Babb responded that the ordinance was developed at Town Meeting in 2010 and is unsure if amendments would have to be made at Town Meeting or by public hearing. White will review with the Town Attorney.

A quote was presented to install a ceiling fan upstairs at the Town Office in the amount of \$525. The

Board was in agreement to hold off until a decision is made on renovations to the Town Office.

Old Business:

None presented.

Non-Public Sessions:

Babb made a motion to enter into a non-public session at 8:25 PM pursuant to RSA 91-A:3, II (c) to review tax payment conditions. Day seconded. Roll call vote was taken: Babb-yes, Day-yes, Fall-yes. All in favor, the motion carried. Babb made a motion to reconvene public session at 8:40 PM. Fall seconded. All in favor, the motion carried.

Babb made a motion to enter into a non-public session at 8:40 PM pursuant to RSA 91-A:3, II (a) for a personnel matter. Fall seconded. Roll call vote was taken: Babb-yes, Day-yes, Fall-yes. All in favor, the motion carried. Babb made a motion to reconvene public session at 9:21 PM. Day seconded. All in favor, the motion carried.

Discussion:

Discussion took place on the timing of decision on a zoning application. Babb stated that the past practice has been that if an application known to require a denial is submitted by noon on Thursday, the Zoning Officer would issue the decision by noon Monday. Depending on application and extent of review, the process may take up to a week. White reported that she reached out to Anne Cunningham and she is still willing to assist with the application review and any other assistance needed in the training of the new Zoning Officer. Fall is also available for any assistance.

Day questioned the request received from the NH Department of Revenue for the use of form PA-28. White responded that it is an annual property tax inventory form that is used to collect census and assessment change data when regular field review is not conducted. The Town of Freedom is not using this form currently.

A request for additional help in highway was presented for discussion. The Board was in agreement that they need to err on the side of caution and be conscious of spending with the unpredictability of the future. With several projects on hold, their decision to hold off on additional hiring stands.

Consent Agenda:

Minutes – Selectmen’s Meeting - 6/29/2020	Approved
Minutes – Non-Public Sessions #1 & #2 - 6/29/2020	Approved
Minutes – Non-Public Session – 6/30/2020	Approved
Payroll Manifest – weeks ending 6/23/2020 & 7/1/2020	Approved
Accounts Payable Manifest – weeks ending 6/23/2020 & 7/1/2020	Approved
Petition & Pole License – Eversource, 311/2-Y, West Danforth Road	Approved
Request - NH Dept. of Revenue: PA-28 Inventory of Taxable Property Form	Signed

Correspondence:

Letter - Steve Kent – Offer – vacant lot Intervale Ave (Map 22, Lot 9)	Reviewed
Requests for Appointment (3) – Town Office Advisory Committee	Reviewed
E-Mail – CMA Engineers – Danforth Bridge Proposed Construction Schedule	Reviewed
NH Municipal Association – 2021-2022 Legislative Policy Process	Reviewed
Tax Payment Agreement – 2017 Property Lien Paid in Full	Reviewed
Tax Payment Agreement – 2016-Current Property Liens Paid in Full	Reviewed

E-Mail – DTC Lawyers – Interpleader Status Update, 70 Moulton Rd.	Reviewed
FAISC Draft Minutes – 7/9/2020	Reviewed
AB Aquatics, Inc, - 2020 Harvesting Report, Ossipee Lake Milfoil	Reviewed
YTD Municipal Budget Status Report	Reviewed
Town of Freedom Fireworks Ordinance	Reviewed
Facilities Update – 7/13/2020	Reviewed
2017 Lien Unpaid Receivables Report	Reviewed
YTD Property Tax Collections Summary	Reviewed

Being no further input, Babb made a motion to adjourn. Day seconded. All in favor, the motion passed.

The meeting adjourned at 9:28 PM.

Respectfully submitted,
 Ellen White
 Town Administrator

Approved by the Board of Selectmen on _____:

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Leslie R. Babb	Ernest F. Day, Jr.	Alan G. Fall