

**Town of Freedom
Selectmen's Meeting
Monday, August 24, 2020**

Present were Selectmen Leslie Babb, Ernest Day, Jr., and Alan Fall, and Ellen White, Town Administrator, who recorded the minutes. Also present was Josh Shackford, Rob Cunio, and Rich Gray. This meeting was held at the Town Office.

Chairman Babb called the meeting to order at 6:34 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.

Update on a resident's health status. Street light conversion to commence tomorrow. One inquiry received for a Zoom meeting. Heritage Commission to not hold a meeting in September, will wait until November. Bridge progressing quickly.

Day made a motion to approve the minutes of the Selectmen's Meeting held on 8/17/2020. Fall seconded. All in favor, the motion passed.

Day made a motion to approve the minutes of the Non-Public Sessions held on 8/17/2020. Fall seconded. All in favor, the motion passed.

Day made a motion to have Babb sign the heating oils & fuel contract for the 2020-2021 season. Fall seconded. All in favor, the motion passed. Day questioned the notifications sent out requesting bids. White responded that she used the same contacts from last year's bidding process and the request was also advertised for three weeks in the Conway Daily Sun. White questioned eligibility for employees to buy in at the contracted rate. She will contact the providers for further information.

An offer received for the tax deeded property on Intervale Avenue was discussed. The property contains beach rights but is unbuildable. A list of tax-deeded properties will be reviewed for disposal.

Public Comment:

None presented.

Department Head Updates:

Police Department – Chief Josh Shackford reported that it is still very active but nothing major to report. The street light conversion started today and should be wrapped up on Tuesday. Shackford received a call from Pat McCoy requesting police presence at their election registration meeting night next Thursday. Shackford reiterated that he will have someone present but will not be mandating mask wearing and the same for the elections. Discussion on voting, curbside voting and absentee ballot options for those who cannot/will not wear a mask. White was asked to reach out to Don Johnson to see who will be providing the sign recommended by Babb for outside the doors requesting consideration for others by wearing a mask to vote. White reviewed updated guidance received from Attorney John Ratigan.

Fire Department – Chief Rob Cunio reported 3 medical calls, 1 motor vehicle accident, 1 fire alarm activation, and no new positive Covid-19 cases. Forestry 3 goes in for service and inspection this

week and that is the last piece of equipment for this year. The Forestry Grant application has been submitted for new hose and hose bags. Discussion on dredging the fire pond at Jerry Brooks' property. Fire ponds are exempt from NH DES permitting with the appropriate paperwork noting the necessity of the fire pond for fire suppression. The two vendors for extrication tools to be purchased using the Assistance Firefighter's Grant funds were discussed. If State bid is used, the bid process required by the Purchasing Policy is not required. Cunio provided an update on the repairs to Forestry 1 noting the control knob and cable were bled but in addition, multiple cracks were found in the plumbing that require welding. Anticipated cost for repair is approximately \$2,600. Cunio discussed the hard-mounted foam and pump issues and would like future consideration for pulling the panel deck and doing a portable pump mount similar to what is on Forestry 2. The State is allowing Category II fire permitting where the Town maintains at Category III as a precaution to the very dry and high humidity nature. Cunio will be ordering materials for the first responder classes starting up in mid-September.

Town Office – White presented a request received from Mark McConkey to use the upstairs of Town Hall in September or October to host the Community Club's debate. Discussion on building use requirements and the present requirements of the Governor's orders and CDC recommendations. The Board agreed to allow the use of the building with a caveat that the group must sanitize, setup, teardown and re-sanitize the area themselves as well as follow the guidelines in place at the time of the event. Cunio added that Mondays and Wednesdays from mid-September through December are reserved for the EMR classes.

White questioned when to notice the first Town Office Advisory Committee meeting. Fall suggested a Tuesday or Thursday evening at 7:00 PM that does not interfere with any other board or committee meetings.

A review of tax-deeded properties took place. The Board agreed to put the Intervale Avenue and Alvino Road properties out to bid. Discussion on setting starting bid amounts. Intervale Avenue will be offered with a starting bid of \$20,000 with bids due on 9/21. Alvino Road will be offered to the abutting property owners first with the requirement that it must be merged.

The 2017 lien status report was reviewed. More than half are properties located in Totem Pole Park. The Selectmen requested the Tax Collector contact the association President. It was also noted that Totem Pole has not paid for a police detail from this past May. White will follow up on this. Two properties owing \$1.00 in property tax were reviewed; one is a property in current use assessment and the second was a short pay. The Board agreed to leave them as is.

An invoice for road repairs completed at the 100 Burnham Road property remains unpaid and White questioned how the Board would like to proceed. Discussion on placing a lien versus filing a small claim. Attorney Ratigan will be consulted with on the matter.

Day requested an update on the bleachers at the ballfield. White responded that Bill Barrows had looked at them in the past and did not recommend further repair. Mark McKinley had commented to her that the base is rotten at the ground. Primex is requesting a structural engineer review them and to provide an estimate of repair if determined salvageable. The Board requested to obtain quotes to replace with like and kind.

Brief discussion on how long someone has to transfer their plates after they move into town. Shackford responded that it is supposed to be done within 30-days.

Agenda Items:

Public Rights-of-Way Regulation - The Public Rights-of-Way regulation was discussed. White will reach out to DTC Lawyers to discuss what should be incorporated into the highlighted sections for municipality-specific terms, and if the recommendation is to use the regulations as they have been written. Further discussion on the ongoing appeal with Fairpoint Communications on the assessment of poles and conduits.

Policies & Ordinances Review – Personnel Policy: White stated that criminal background checks of municipal employees are covered under NH RSA 41:9-b and would not be required to be stated in the policy unless the Board chooses to incorporate it. In further review, there is notation in the drug and alcohol policy to reference an Appendix A attached and there are no attachments to the policy. Review for additional corrections/updates will continue. Shackford stated that Madison just recently updated their drug and alcohol policy and offered it to reference when updating.

Non-Public Session:

Not applicable.

Consent Agenda:

Minutes – Selectmen’s Meeting – 8/17/2020	Approved
Minutes – Non-Public Sessions – 8/17/2020	Approved
Payroll Manifest – week ending 8/19/2020	Approved
Accounts Payable Manifest – week ending 8/19/2020	Approved
Application for Veteran’s Tax Credit	Approved
Heating & Fuel Oil Contract – CN Brown 2020/2021 season	Approved

Correspondence:

Public Hearing Notice – Uniform Fine Schedule & Fireworks Ordinance	Reviewed
Memo – Part-time, seasonal hiring moratorium lifted	Reviewed
Report of Unpaid Receivables Listed by Warrant	Reviewed
Danforth Bridge Meeting Minutes – 8/17/2020	Reviewed
Danforth Bridge Weekly Status Report – 8/21/2020	Reviewed
Information for Election Workers	Reviewed
E-Mail – Paul Elie, FCC Chair, Town Forest clarification regarding camping	Reviewed
Right-to-Know Request – Carol DeMore, Selectmen’s Meeting audio recordings	Reviewed
Minutes – Freedom Conservation Commission Meeting – 8/18/2020	Reviewed

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

The meeting adjourned at 8:24 PM.

Respectfully submitted,
Ellen White, Town Administrator

Approved by the Board of Selectmen on _____:

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