

**Selectmen's Meeting
Monday, January 24, 2022**

Selectman Ernie Day called the meeting to order at 6:30 PM. Present were Selectmen Ernie Day and Melissa Florio, and Ellen White, Town Administrator, who recorded these minutes. Selectman Les Babb was absent. This meeting was held at the Town Office.

Also, present were Scott Brooks, Rob Cunio, Libby Priebe, Don Johnson, and Darwin Moulton.

Review of Mail, Sign Manifests, Approval of Minutes

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

Ernie made a motion to sign the authorization form granting Deputy Treasurer Joyce Watson signatory authority at Bank of New Hampshire. Melissa seconded. All in favor, the motion passed.

Melissa made a motion to accept the grant and authorized Ernie to sign the agreement with NH DES (for milfoil treatment). Ernie seconded. All in favor, the motion passed.

Melissa made a motion to authorize Ernie to sign the Lakes Region Planning Commission Household Hazardous Waste Collection commitment letter for 2022. Ernie seconded. All in favor, the motion passed.

Melissa made a motion to approve the minutes of the Selectmen's Meeting and Non-Public Session held on 1/10/2022. Ernie seconded. All in favor, the motion passed.

Melissa made a motion to approve the minutes of the Non-Public Session held on 1/3/2022. Ernie seconded. All in favor, the motion passed.

The Equalization Ratio calculated by the Department of Revenue for the 2021 tax year came in at 74.4%.

Department Head Updates

Fire Department – Chief Rob Cunio reported call volume for two weeks including 10 active Covid cases, 13 medical aid, 1 motor vehicle accident, 1 mutual aid for a fire in Eaton, 1 fire alarm, and 1 mutual aid for a snowmobile accident. The ladder testing scheduled for April was completed last Thursday. The fishing derby has been postponed to 2/5/2022. Two members that took the Firefighter One course have passed and another member taking an EMT class is taking his practical exam tonight. In regard to the request for valuation on Rescue, it is unwanted in trade. Rob reached out to Brindlee Mountain Fire Apparatus and they suggest not offering it for sale sooner than 6-months prior to it being ready for transfer. Estimated value is between \$8-10k. There was an issue with fuel oil delivery at the Village Station and there was no heat for a period of time. Mark McKinley was able to deliver a few gallons until CN Brown delivered the following day, and the account has been restored to automatic delivery status. Rob reported an issue with the door found at the same time which has been temporarily repaired until it can be properly repaired in warmer weather.

Highway – Road Agent Scott Brooks reported HP Fairfield called Thursday stating the truck would be ready to pickup on Friday, and it was picked up. They worked on installing the sander today and getting it ready. Scott is researching options for purchasing a tool box for between the cab and body or custom building one with a fuel tank. Covid has been present in the department. The International is back from Advanced Diesel after receiving necessary repair to the intercooler. The new Mack is still estimated to arrive in May.

Town Office – Administrator Ellen White reported town reports are coming in and the book is being assembled. Year-end wrap up and reporting is also well underway. The legal services RFP examples have been reviewed and will be circulated to the list of attorneys provided by NH Municipal Association and posted to the website, list serve and advertised in the paper.

Public Input:

Melissa reported completing an internal audit of the fire-rescue services and reported fast response, being enroute to the hospital within 20-minutes of the call.

Requests received for online streaming options of meetings was reviewed. Melissa stated it is up to the chairman of the board/committee as to how they run their meetings. It was also discussed that while using Zoom during the onset stage of the pandemic, there were many challenges with viewers being able to hear and speak clearly.

A general comment was made on the quality of service provided by all town personnel.

Libby questioned how much additional time was spent by office staff fielding calls and emails that were generated from a postcard mailing regarding short-term rentals? Ellen responded that there was an increase in volume and most were referred to attend the public hearing on January 20. The hearing was reported to be well-attended with positive feedback received.

Old / New Business / Discussion:

2022 Operating Budget & Warrant Article Review – Ernie stated that this topic will be tabled until the full board is present. Ernie reported that early estimates of the school budget are coming in at a \$531,000 reduction. Enrollment is presently 31 children.

Appointments:

Moderator Don Johnson stated the Selectmen are responsible for setting the time and location of Town Meeting. The election must take place on Tuesday, March 8th but the deliberative session can take place at a later date. The School District will be holding their deliberative session on Monday evening, March 7th at the school. Due to the surge in Covid cases and concern for the health and safety of all, the venue was discussed. The school provides more room for the election workers who will be working all day. Ernie stated that given normal circumstances, the preferred location for both elections and Town Meeting is at the Town Hall. Melissa agrees that it is their responsibility to minimize the risk and to balance the right to vote with the health and safety of others. Rob stated that if people feel safer in a larger space, that is the best option. Don spoke with the principal at the school and they will block off the access to the classrooms which will allow school to stay in session. Rob stated that the fire lane access will remain open which will allow for normal pickup/drop off.

Libby clarified that consideration for both election and Town Meeting to be held at the school but on different days. Confirmed. Don stated last year that relocation to the school would only apply to that year, but no one anticipated being this situation three years in a row. Ernie and Melissa were in agreement to relocate to the school. Elections will be held on Tuesday, March 8 with the polls open from 9 am-7 pm, and Town Meeting will be held on Saturday, March 12 commencing at 9 am. Don will be recruiting for help to move equipment from the Town Hall to the school after the School District meeting concludes Monday evening. Discussion on PPE supply levels. Libby attempted to order N95 masks but they would not arrive until mid-March. Melissa stated there is supply available at the local pharmacies. Ellen will order floor mats to help with keeping the gymnasium floor clean. Because both elections and Town Meeting will be held in a borrowed facility with a mask mandate in place, masks will be required to be worn. Don will review last year's procedures and update if necessary.

Discussion continued:

The contracts with CMA Engineers for the Durgin Hill Road and Watson Hill Road projects were reviewed. Last fall, funding was approved for task 1 on each. Task 2 remains to be completed for \$35,000 and Scott stated the precast box culvert has to be ordered for \$65,000. Question as to whether money is available in the Infrastructure Capital Reserve account once the Danforth Bay Bridge funds are received from the State Bridge Aid. Scott will provide a number for the box culvert install to have available for the budget review.

A request received from the library to appoint an alternate was reviewed. Melissa made a motion to appoint Luane Genest as an Alternate Library Trustee for two months. Ernie seconded. All in favor, the motion passed.

Ellen stated that the second part of the email regarding the library is regarding a USDA grant being applied for to assist with the entrance upgrades they are looking to have done. Chuck Brooks estimates \$9,000 will be needed to be raised by taxation if the grant comes through.

Ellen will follow up with Chief Mullen to see if he was able to obtain a trade value for the F-550 to be used toward the new cruiser. Ernie requested that she also follow up with Jake Stephan regarding the potential decrease in the school budget.

Non-Public Session(s):

Not applicable

Consent Agenda

Minutes – Selectmen’s Non-Public Session – 1/3/2022	Approved
Minutes – Selectmen’s Meeting & Non-Public Session – 1/10/2022	Approved
Accounts Payable – Week ending 1/14/2022 & 1/21/2022	Approved
Payroll Manifest – Week ending 1/12/2022 & 1/19/2022	Approved
Letter – Thanks for donation received from Camp Calumet	Approved
Letter – Trustees of Trust Funds re: Request for withdrawal of trust funds	Approved
Letter – Commitment for 2022 Household Hazardous Waste Collection	Approved

Correspondence

Notice – Public Hearing – 2022 Municipal Operating Budget - 2/7/2022	Reviewed
Notice – Public Notice – Filing period and Town and School District vacancies	Reviewed
Petitioned Warrant Article – Freedom Historical Society records preservation	Reviewed
Report – 2022 Proposed Operating Budget & Proposed Warrant Articles	Reviewed
Report – Permits Issued 1/1/2021-12/31/2021	Reviewed
E-Mail – Chuck Brooks re: Request for library alternate & grant application	Reviewed
E-Mail – David Hayes re: Property inspection access	Reviewed
E-Mail – Casella Waste re: Disposal crisis, invitation to discuss	Reviewed
E-Mail – Barbara Hall-Siktberg re: Request for livestream option	Reviewed
E-Mail – Darlene Johnson re: Zoom meeting request (STR)	Reviewed
E-Mail – NH Municipal Bond Bank re: Bond sales results	Reviewed
Estimate – Budgetary estimate to clean up tax-deeded property	Reviewed
Application – Wetlands PBN – Map 37, Lot 6, 287 West Bay Road	Reviewed
Letter – NH DRA re: Preliminary equalization ratio 2021	Reviewed
Letter – Lakes Region Planning re: 2022 HHW Collection	Reviewed
Letter – DTC Lawyers re: Writ of Possession for tax deeded property	Reviewed
Receipt - Tax payment as agreed	Reviewed
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RFP Examples – Legal Services	Reviewed
Bulletin – NHMA Legislative Bulletin	Reviewed
Postcard – Short-term rentals regulation	Reviewed

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

The meeting adjourned at 7:24 PM.

Respectfully submitted,
Ellen N. White, Town Administrator

Approved by the Board of Selectmen on _____:

ABSENT
Leslie R. Babb

Ernest F. Day, Jr.

Melissa M. Florio