

SELECT BOARD MEETING MINUTES

Monday, May 24, 2021

PRESENT: Cindy Silver: Select Board Chair, Kevin Meehan and Norman Brown: Select Board members, all comprising a quorum of the board.

ALSO PRESENT: Kathi Marshall: Assistant to the Select Board, Sherry Anderson: Anderson Pyrotechnics, Cheryl Marshall: Trustees of the Trust Funds Member, Chris Milligan: Fire Chief, Jason Call: Trustees of the Trust Funds Chair, and Terri Larcomb: Deputy Town Treasurer

Cindy Silver called the meeting to order at 7:00 p.m., and those in attendance stood for the Pledge of Allegiance.

ACCOUNTS PAYABLE/PAYROLL

Kevin made a motion to approve Accounts Payable and Payroll items for the week ending May 17, 2021 and to authorize Kathi to pay invoices and payroll. Norm seconded the motion. The motion passed, and accounts payable and payroll were approved.

PUBLIC INPUT

Memorial Restoration: Cheryl Marshall has sent out 58 letters regarding the work that needs to be done on the Veterans' Memorial by the Old Corner Store. The donations to date total \$2,000. Cheryl told board members she will go door to door after Memorial Day in order to appeal for further assistance. She has also had contact with McCormack-Whitco in Groveton, who deal in granite, to inquire about help as well.

4th of July Fireworks: Sherry Anderson of Anderson Pyrotechnics was present to present the invoice for the fireworks the town has purchased for the July 4th weekend celebration. The fireworks are scheduled for Friday evening, July 2. Sherry asked about a parade, and Cindy told her there would be a parade on Sunday, July 4, that will begin at 10:00 a.m.

Fire Department: Chris Milligan informed the board the pump on Engine #1 has to be replaced, and there are issues with the drain. He checked with Jerry McKay who has a shop in Milton and has done servicing for the department in the past. The estimated cost to replace the pump and do needed repairs is \$1,759.33. Chris said the funds were in the Vehicle Maintenance account. Norm made a motion to repair Engine #1 as described in the estimate and Kevin seconded the motion. The motion carried.

Royal Electric was set to begin work installing the alarm system in the fire station on June 1. Chris said unfortunately, the parts and supplies they need to do the job have not arrived in time. They will begin as soon as they are fully stocked.

Simino Painting will be doing the power wash and painting on the fire station. Right now Chris anticipates they will begin work on that project around the 1st of July. Norm asked if we had received the check from the insurance company for that portion of the work, and Kathi said she had not received a check at that time. Norm said it will be in the amount of \$3,384.99 to cover the door on the fire station and the power wash and painting.

Chris has been researching the possible cost of having a fire pond across from the Water Wheel Restaurant. He said water sources in that area are not great, and a fire pond would be an asset. Cathy Conway studied the area and informed Chris that the cost of engineering alone would be approximately \$15,000. Chris said it would then go to the state who would ultimately build it, but more research is needed to work out anticipated costs.

APPROVAL OF MINUTES FOR 5.17.2021

Kevin made a motion to approve the meeting minutes from 5.17.2021 as recorded. Norm seconded the motion. The motion passed, and the minutes were approved.

NON-PUBLIC RSA 91-A: 3 (None)

REPORT OF DEPARTMENTS AND/OR BOARDS

Board members read and accepted the Highway and Business Office reports for the week.

NEW BUSINESS

UNFINISHED BUSINESS

Locksmith: There had been an issue unlocking the storage room door in Kathi's office. She called the locksmith and he instructed her regarding the proper way to unlock the door. She tried it several times and it worked. The locksmith said he would stop in when he was in the area just to double check that all was okay.

Underground Tank Inspection: Kathi spoke with DES and with the company that always did the underground tank inspections for the school. They informed her that the tanks were always inspected on a monthly basis, with a 3-year inspection done by the state. The current year, 2021, is the 3rd year, and an inspection is needed prior to June 19. Norm said we will schedule the required inspection from DES. However, the tanks there now are going to be filled in and no longer used since the Community Building will be running on propane once the new heating/ventilation system is up and running.

Photocopy Rental: Conway Office Solutions submitted a proposal for the town to consider renting a photocopier from them in order to copy records that were water/smoke damaged in the fire. They would have a \$100 delivery fee and charge 1-cent per copy. Norm estimated we would have 150,000-200,000 copies to be made. Kathi said she put out two other inquiries for quotes, but had not heard from either one. She asked for another week to see if she could get a response.

Lease Agreement: Norm asked about the lease agreement for the Historical Society. Kathi said legal counsel sent her an e-mail asking what the specific room numbers were so he could record those. She told Norm their lawyer was reworking the contract a little bit, and Norm said he would contact him to see what the status was.

Use of gym: Cindy mentioned she had an inquiry about possible use of the gym and kitchen area for approximately 30 people that upcoming Thursday afternoon. It would be a bereavement meal for a long-time employee following the funeral of a family member. The board agreed unanimously to give permission for its use.

TVs: The TVs that were rented for town meeting have not been picked up yet by Rent-a-Center. Kathi called Notchnet, and they called to inquire about them. Rent-a-Center said they are very backed up and understaffed, and they are aware the tvs are still here. They are trying to get someone out here to pick them up. Kathi did tell board members that Veronica from Notchnet told Rent-a-Center the town was looking for a big screen tv. She asked them if they would give us a good price on one of the ones already here. She will get back to us.

Polly's Retirement: The question was asked if something was being planned for Polly's retirement. The board said there was a plan in progress, and details would be forthcoming.

ANY OTHER BUSINESS

Assessing: Linda wanted the board members to know she had inquired with DRA if the town could use some of the emergency funds authorized for the fire expenses, to pay the difference between the budgeted amount for assessing services. Since John Trumbull retired the new company's annual cost will be higher. DRA said the emergency funds were not available for that expense, and the town will have to find the money in our budget.

Website: Cindy gave an update on the work being done on the town website. Notchnet is waiting for the designer to complete the work before sending it to Cindy for approval. So right now it is still being designed.

Advertising: Terri suggested the town begin using the Democrat again to advertise. The board has been using notices online, at the Old Corner Store, the Post Office and the Transfer Station. Norm said it's good to do business in town first. Kevin felt we were reaching more people at a minimal cost by posting notices as opposed to advertising in the paper for a fee.

PUBLIC INPUT

NON-PUBLIC RSA 91-A:3 II

Norm made a motion to go into a non-public session citing RSA 91-A:3 II. Kevin seconded the motion. A roll call vote was taken with Kevin voting "aye," Norm voting "aye," and Cindy voting "aye." The motion carried and the members went into a non-public session.

Upon reconvening the public session, Cindy made a motion to seal the non-public minutes, and Norm seconded the motion. The motion passed.

ADJOURNMENT

Kevin made a motion to adjourn the weekly Select Board meeting. Norm seconded the motion. The motion passed, and the meeting was adjourned at 8:16 p.m.

The next meeting of the Select Board will be Monday, June 7, 2021 at 7:00 p.m. in person at the Jefferson Community Center.

Respectfully submitted,