

Selectmen's Meeting Minutes

Monday, March 16, 2020 at Town Hall

Present: Acting Chairman Steve Diorio, Selectman Bernie Rideout, Selectman Mike Carrier, Selectman Megan Kondrat, and Selectman Richard Johnson; T.A. Jill Collins and Kim Worden.

6:00 p.m. Acting Chairman Diorio called the meeting to order.

Selectman Carrier made a **motion to appoint** Selectman Diorio as Chair and Selectman Kondrat as Vice Chair. Discussion followed. Selectman Diorio felt Selectman Rideout was second in tenure and deserving as chair. Selectman Johnson asked about the normal course of tenure. T.A. Collins pointed out that this hasn't been followed in recent years. Motion passes unanimously. Selectman Diorio thanked the Board.

Selectman Kondrat made a **motion** to approve the manifests of March 16, 2020 and the public and non-public minutes of March 9, 2020, second by Carrier. The vote is as follows: Diorio-I; Rideout-I; Carrier-I; Johnson-abstained and Kondrat-I; Motion passes.

Chair Diorio noted that COVID 19 information is changing by the hour and thought a good job was done to sanitize for Town Meeting. He read from notes he had, including that he can't emphasize enough that it is very serious, the reality is that information is constantly changing, they're recommending hand washing, sanitizing, social distancing, and also that no more than 10 people attend meetings, etc. There is a lot of anxiety and fear and would ask leaders to show as much calm as possible. There are school changes too. As of now, the anticipated next day back is April 6th. All is fluid, and up in the air. In two weeks, it will be reevaluated. The concern is to "flatten the curve".

T.A. Collins added that the Community Center is closing down until April 6th. Meals will stop being served there after tomorrow. They will be delivering meals only. There will be no functions taking place at the center. Sarah and Colleen will still work and be available by phone. The Building Inspector is not going into houses. He will be meeting outside and viewing pictures and communicating via email and phone.

Sean Leary noted that the Planning Board is meeting tomorrow. As far as the Rec Meeting, he asked for guidance in whether he should postpone. Chair Diorio suggested leaving it up to the Board.

It was noted that meetings can be held by phone but someone would need to be available (at meeting place) if someone wanted to listen.

Curtis Levasseur, Emergency Management Director was present. He informed the Board that status keeps changing minute by minute. He's been having conference calls and stressed trying to keep apart per the 6-foot rule, no meetings over 10, etc. He is told it is to be a marathon, not a sprint. We are barely at the beginning of this and it may be long and drawn out. They might be able to help in getting supplies, the numbers are coming in and they're waiting to hear back. They are trying to make funds available, trying to work out regulations and keep detailed records. They're also trying to get mobile testing up and running. Curtis is trying to post on the Facebook page. He is not recommending opening the Town EMOC at this point. The State is open 7 to 7 right now. They are suggesting the towns get preparations going and need numbers.

Curtis noted that it is posted on the Emergency Management page to **call 211** with questions and for information. It is a matter of when, not if. People should limit their contact (for example: take out vs. eat in). There is a potential of this being long lasting and a cost to the town. Curtis was thanked for coming in. Curtis asked the Board if he could have a Deputy Director, noting that it is budgeted for. He will send the information.

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Chair Diorio welcomed Charles Rataj.

Chair Diorio asked what we can do to protect Town Employees. Other towns are closing offices to the public. Discussion followed. T.A. Collins had suggestions of things we could do for reducing contact. She said the Town Attorney says we shouldn't close down to the public. The Board agreed that we have to have a presence, perhaps limiting access. The Town Clerk thought limited hours would be detrimental and status quo works. She thought limiting the number of people in the lobby at one time would help.

It was suggested that the Tax Collector move closer to the door. T.A. Collins suggested increasing public awareness and that it would be good for them to make appointments, use of outside doors vs. in offices, keeping distance. This could change. Tax Collector MacDonell mentioned that with the percentage of senior citizens and walk-ins, he wants to encourage mailing in payments and not charge interest until the 9th of April. Selectmen did not have a problem with that. The Town Clerk's concerns included having older people working here with concerns that they can't afford to go home. It was encouraged that they do what makes them feel comfortable.

T.A. Collins prepared a Memorandum to employees with preventative measures, and giving direction. All members agreed this was okay to send to employees.

Selectman Carrier suggested to Curtis of EMOC that minor complaints to the Police Department should be taken over the phone. Selectman Rideout suggested emailing in questions ahead of time vs. coming in to a meeting. T.A. Collins will work on something for the website.

Selectman Kondrat made a **motion** to appoint Katie Leonard as a member of the Rec. Committee, second by Rideout. Motion passes unanimously. The Town Clerk indicated the need to know if members of committees were being replaced or not. Sean offered to clarify for the Boards he was a member of.

Veterans Exemption 03162020A Map 45 Lot 88 was presented. Selectman Rideout made a **motion** for the Board to sign the Veteran's Exemption, second by Kondrat. Motion passes unanimously.

T.A. Collins presented a list of committees for Selectmen to discuss serving as representative on. Discussion followed and the following were agreed upon:

Bridge Committee:	Selectman Diorio
Budget Committee:	Selectman Diorio
Capital Improvement Committee:	Selectman Carrier
Cemeteries:	Selectman Johnson
Community Center/Rec. Committee:	Selectman Rideout
Conservation Committee:	Selectman Carrier
Library:	Selectman Carrier
Planning Board:	Selectman Kondrat
School Board:	Selectman Kondrat
TIF Advisory Committee:	Selectman Johnson

It was asked if Curtis Levasseur had someone in mind for Deputy. His choice is Charles Hildreth.

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T.A. Collins had the MS-232 form for the DRA re: voting at Town Meeting. Selectman Carrier made a **motion** to sign the MS-232, second by Rideout. Motion passes unanimously.

Selectman Johnson asked how soon a ballpark figure of the tax rate might be known as he has heard of concerns (escrowed amounts). T.A. Collins thinks it would be good practice at the point that we know, to share it and somehow communicate to taxpayers. She mentioned an idea of having a class explaining variables. The Tax Collector explained that mortgage escrows are done on the anniversary of the mortgage and their escrow re-evaluations are sometimes off and sometimes banks add a cushion.

Sean Leary reminded all that last year the Select Board and School Board agreed to have quarterly joint meetings. He suggested that if we make sure one topic is on what we are estimating for taxes, that could be made an Agenda item.

T.A. Collins has non-publics: two for hiring and one for personnel.

Board Comments:

Chair Diorio welcomed Richard Johnson to the Board.

Selectman Carrier extended kudos to Julie Seymour for assisting Jim Tetreault of Winchester when he had computer issues.

Selectman Kondrat asked if the term for Fire Department officers is one year and if so, is there anyway to lengthen that. Discussion followed to include it is up to the department, with the exception of Chief. Chief is one-year term as an elected position.

Selectman Kondrat suggested putting money away for cruisers for the Police Department to avoid the potential of a long debate at Town Meeting. Discussion followed. T.A. Collins agreed there could be a cruiser fund and it would have to be an expendable trust. Selectman Kondrat had a non-public re: personnel.

Selectman Rideout has a Rec Meeting on the 26th, possibly. He also reiterated the need to sell land on Route 119 ("Town Forest"). T. A. Collins cautioned of getting opposition on that.

Chair Diorio discussed using acronyms and wanting to make sure that the new Board Member knew what everyone was talking about. A Selectman packet was provided and it was noted that the Ordinances are online.

Chair Diorio discussed housekeeping items regarding meetings, sealing minutes (and his belief that they don't all need to be sealed), keeping meetings on track, and being flexible on asking for input.

Citizen Comments:

Curtis Levasseur noted that he needs to get Comcast and internet up and running again. He is trying to apply for a grant for a computer as his computer is gone. He brought up the generator at the school and wondered if the school would split the cost or keep it under his budget as it is currently. T.A. Collins suggested it be discussed with the School Board.

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Sean Leary didn't see the generator question as an issue. He will see if there is a computer available at the School for Curtis. Sean noted that the Governor closed the schools until April 6th at least. He pointed out that "Remote Learning" just means not learning on site. The school will bring work to students. The school will bring food to students. Work and food will get out to them. Teachers are in the building this week to figure out the remote learning matter. This will be discussed today and you don't need computer access to be able to do the school work.

Sean also noted the Planning Board Meeting tomorrow night. Parks and Rec will do a poll to see if they want to meet or postpone.

Everyone was thanked for coming in.

7:17 p.m. Selectman Rideout made a **motion** to enter into non-public under RSA 91-A:3, II (b) hiring, with Charles Rataj, second by Kondrat. The vote is as follows: Diorio-I; Rideout-I; Carrier-I; Kondrat-I; and Johnson-I; Motion passes unanimously.

7:47 p.m. Regular meeting reconvened and Charles left.

Selectman Rideout made a **motion** to seal the minutes, second by Carrier. The vote was as follows: Diorio-I; Rideout-I; Carrier-I; Kondrat-I and Johnson-I; Motion passes unanimously.

7:48 p.m. Selectman Carrier made a **motion** to enter into non-public under RSA 91-A:3, II (a) personnel, second by Rideout. The vote is as follows: Diorio-I; Rideout-I; Carrier-I; Kondrat-I; and Johnson-I; Motion passes unanimously.

8:10 p.m. Regular meeting reconvened.

Selectman Rideout made a **motion** to seal the minutes, second by Carrier. The vote was as follows: Diorio-I; Rideout-I; Carrier-I; Kondrat-I and Johnson-I; Motion passes unanimously.

Audits and questions that have come up recently were discussed. We are audited by an outside firm.

Chair Diorio asked T.A. Collins for a copy of the goals to be provided for review.

8:14 p.m. Selectman Kondrat made a **motion** to adjourn, second by Carrier. Motion passes unanimously.

Respectfully Submitted,

Kim P. Worden
Secretary