

*Selectmen's Meeting Minutes*

Monday, October 19, 2020 meeting held at Millstream Community Center

Present: Chairman Steve Diorio, Selectman Bernie Rideout, Selectman Mike Carrier, Selectman Megan Kondrat, Selectman Richard Johnson; T.A. Collins and Kim Worden. Chief Rataj, Sean Leary, and James MacDonell also attended.

6:00 p.m. Chairman Diorio called the meeting to order at the Community Center.

Chair Diorio wanted to get information out re: the election. Voting will be held at the High School and teachers will do remote class that day. T.A. Collins will go on the website tomorrow and add information.

Selectman Rideout made a **motion to approve** the manifests of 10/12/20 and 10/19/20 and public minutes of 10/05/20, second by Kondrat. Motion passes unanimously.

Election set up was discussed. T.A. Collins noted that the highway guys will set up booths at the High School. She added that there may be a tent outside with propane heaters for a designated spot for people who don't wear masks to complete absentee ballots.

Following a question from Selectman Carrier re: additional numbers needed for counting, T.A. Collins discussed lunch suggestions. Selectman Kondrat added suggestions. T.A. Collins will check with election officials. It was pointed out that it wouldn't be helpful if people who have not counted before came in to count. Selectman Johnson added that they would like to find as many experienced counters as possible.

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*New Business:*

It was noted that the Release of Mortgage on the Agenda will be skipped over tonight as it needs to be corrected.

The 2020 Equalization Municipal Assessment Data Certificate was presented. Selectman Carrier made a **motion to sign** the 2020 Equalization Municipal Assessment Data Certificate, second by Rideout. Motion passes unanimously.

The 2020 MS-1 Hinsdale Summary Inventory of Valuation was presented. Selectman Carrier made a **motion to sign** and approve the 2020 MS-1, second by Kondrat. James MacDonell asked what the big number was. T.A. Collins replied with \$346,597,119. Motion passes unanimously.

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*T.A. Reports/Requests:*

T.A. Collins updated the Board on Health increases of 6.8%. She added that there will be no increase on dental and we will get a refund of \$24,000. She will make adjustments to the budgets.

T.A. Collins had a support letter to be signed for NH DOT re: The Prospect Street Proposed Boat Landing. She noted that the attorney is looking at the construction easement, and there should be \$1010 returned when everything is finalized.

T.A. Collins is working on the budgets with the new information. She will call Dennis Nadeau, Chair for information re: the next Budget Meeting.

T.A. Collins has a proposal from Peter Tennant re: The Fire Station. It has two phases: the first for a \$5000 fee to look at the current space and sites and do an initial analysis to determine what's feasible. She added that there could be \$5000 to \$10000 or so for test boring and structural engineer. Phase II for \$20,000 would determine location and

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conceptual design cost. T.A. Collins feels that it is okay to enter into Phase I. She will ask him to rewrite proposal for Phase I. She thinks it would be a good idea to get the Fire Department to come in for some of the meetings.

Selectman Carrier made a **motion to proceed** with Phase I of Peter Tennant's analysis, second by Kondrat. Motion passes unanimously.

T.A. Collins indicated that she had the MS-535 to be signed.

She handed out Preliminary Tax Rate Projections for 2020-2021 with last year's tax rate breakdown, 2020 MS-1 Summary of Inventory Valuation, 2020 MS-232 Appropriations, 2020 MS-434 Revised Estimated Revenues, and 2020 MS-535 with Expenditures, Revenues, Balance Sheet, Tax Commitment, and Long-Term Debt. She indicated that the tax rate projected is \$8.03 which is down .57 cents from last year. The state school rate is \$1.40 and county rate is \$4.15 (up from \$3.72) T.A. Collins went over the handout and explained the methods in calculating the tax rate. She noted that the minimum recommended amount to be retained is 15% and the equivalent of two months of operational bills for school and town is suggested. Unassigned/undesignated funds were discussed and noted that this was unspent and could be used toward the tax rate. We currently have a policy to keep 5% in the undesignated fund balance. James MacDonell asked if there was any discussion with DRA on Meals & Rooms going down because of Covid. Not this year, was included in the response from T.A. Collins. Discussion followed to include cautions of dropping the retained percentage down too low. There was clarification of receipt of 8 million more in the assessment in electrical power. Chief Rataj asked if the leftover amount from the PD goes back to that fund and was answered yes. He noted that he does not anticipate leftover amounts in the future. James MacDonell had concerns re: various income streams: last year taxes that went to lien was 1.5% and he's never seen it that low. He noted that it was at 6% when he started. He had concerns with Meals & Rooms Tax amounts. Sean Leary added that we should be cautious with putting (retained) percentage too low and reasons. Selectman Kondrat felt it would be smart to keep 5% even though a lower amount could benefit the taxpayer. Selectman Carrier was good with keeping 5%.

Selectman Carrier made a **motion** to stay at the 5% retained amount (undesignated fund balance), second by Kondrat. Motion passes unanimously.

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T.A. Collins recognized and thanked Sean Leary for the wonderful job on the Halloween page for the website.

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*Board Comments:*

Selectman Johnson is looking forward to the Budget (season).

Selectman Rideout reiterated on having as many qualified people available to count as possible on Election Day.

Selectman Carrier agreed with Selectman Rideout and added that there is a Library Trustee Meeting on Wednesday.

Chair Diorio attended a Zoom meeting on the Existing Bridges, together with Chief Rataj and about 38 others on Thursday. There were eight or nine designs from Students at UMass which were quite nice and made for an interesting presentation. They also showed a diagram on the proposed Boat Landing on Prospect Street. Chair Diorio added that there is a new Bridge Meeting next week via Zoom. T.A. Collins noted it is scheduled for the 27<sup>th</sup>.

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*Citizen Comments:*

Sean Leary apologized for not be available to count ballots. There are numerous school topics for later discussions. He added that the Parks and Rec Meeting may be skipped until early November. For Planning Board, there are two upcoming Public Hearings on proposed revision of Chapter 3 of the Master Plan and a site plan development review. They also may have a Warrant to proposed amendments to zoning.

Chief Rataj updated the Board on the number of officers working noting that department moral is the highest it has been. There is one officer at the Academy at this point. Some officers will be going to the Academy on various instruction certifications. He spoke of another Hiring Board to be held on 11/4 and the roster of applicants. He mentioned the safety equipment status. He updated policing to include the Hinsdale Business Spotlight, assistance at the Church crosswalk, participation in the upcoming Trunk or Treat and upcoming Election security. In the future, there are plans of socially distanced *Coffee with a Cop*. Selectman Kondrat commented a recent event and she was happy to see visible and active night shift.

Sean Leary acknowledged and thanked Chief Rataj for his narration of the Halloween video.

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Public portion of the meeting ended.

Chair Diorio noted that they would be going into a non-public under personnel. T.A. Collins and Kim Worden were excused.

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7:12 p.m. Selectman Rideout made a **motion to enter into non-public** under RSA 91-A:3, II (a) personnel, second by Kondrat. The vote is as follows: Diorio-I; Rideout-I; Carrier-I; Kondrat-I; and Johnson-I; Motion passes unanimously.

8:31 p.m. Regular meeting reconvened.

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

8:40 p.m. Selectman Rideout made a **motion to adjourn**, second by Johnson. Motion passes unanimously.

Respectfully Submitted,

Kim P. Worden  
Secretary