

Board of Selectmen
Minutes January 07, 2020

Convened at 6:00 pm

Present: Robert Mantegari, Chair
Andrew Artimovich
Ken Christiansen
William Faria
Phyllis Thompson

Mantegari called the meeting to order. The board opened the meeting with the Pledge of Allegiance.

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Kip Kaiser, Building Inspector, had the following permits to be approved this week:

- Betty Ayers, 66 Middle Road, service upgrade: signed by Board
- American Tower, 25 Rte. 27, retrofit antennae: signed by Board.

Mantegari said a resident emailed him a complaint about the removal of the Advanced Custom Cabinets sign. Kaiser said offsite signs are not permitted, and the owner of the sign chose to remove the sign opposed to filing for a variance with the zoning board.

Kaiser prepared a memo to reintroduce concerns about snow removal and keeping the parking lot at the town office free and clear of snow during a storm. Artimovich said we need to create a policy with guidelines on what qualifies for a closure, delayed opening, etc. Wayne Robinson, road agent, said the contracted trucks had to leave for another job and the seasonal driver had to leave for an emergency. Skip Graham, seasonal plow driver, had to leave for a period of rest and he was out plowing by himself. Christiansen said there were extenuating circumstances why the town office was not plowed this time.

Kaiser said there is an RV parked on Smith Road. This is a class V road. Kaiser suggested requesting the police department do a VIN verification and remove the vehicle if abandoned. Additionally, the road is flooded out. Robinson said the beavers block the culvert and he had to remove it a few years ago. He would recommend reclassifying the road as a class VI road. Kaiser said the property was inspected last year for several zoning violations. Kaiser suggested revisiting that issue. He will prepare a letter for next week.

Chief Ellen Arcieri, police chief, was present to request the following encumbrances:

1. \$7,409.00 for essential upgrade to the PD's door access system.
2. \$1,576.34 for a stand-alone Camera and NVR for the interview/interrogation room
3. \$1,149.00 for 2 HP ProBook 14" Laptop with windows 10 Pro Intel Corei5, 8GB RAM, 256GB SSD, 3-Year Warranty. One laptop to be issued to detective and one laptop to be used by the PD.

Board of Selectmen
Minutes January 07, 2020

4. \$920.00 for 2 Dell Pro Series Desktop Refurbished Dell OptiPlex Micro PC w/ Intel Core i5, 8GB RAM, 250GB SSD, 3-Year Warranty.
5. \$849.99 to purchase a trailer for the radar display sign to be mounted by Starkey Welding (Sale price until March 2020).
6. \$4,549.90 for C-CHTAHN3-15NOC1-Z2 Truck vault Tahoe Custom Vault to include 2 bottom drawers with combo lock; upper 2 drawers with T-handle Magnetic dry erase map board drawer; 12/120V outlet mounted on upper portion, 1000-watt power inverter remote switch, installation of vault.

Christiansen made a motion, 2nd by Faria to approve encumbering \$16454.23 for police equipment as requested. All were in favor.

Arcieri said the department went online with a video surveillance system for Swasey School.

Coffee with a Cop with be 1/15 at 9:30am at the library.

Christiansen made a motion, 2nd by Faria to approve the public minutes of 12/17/2019 as written. The motion carried with Artimovich abstaining.

Christiansen made a motion, 2nd by Faria to approve the nonpublic minutes of 12/17/2019 as written. The motion carried with Artimovich abstaining.

Robinson requested to encumber \$6390 for a new steam cleaner. Christiansen made a motion, 2nd by Faria to approve encumbering \$6390 as requested for a steam cleaner. All were in favor.

Robinson said he would also like to encumber funds to sandblast and paint trucks, cones and barricades. He will be back next week with the paperwork.

Faria asked what the plan was for plowing. Robinson said he and Graham each take a side of town and Olofson's work in between to keep the roads open. Faria said we need another plan as it is not safe or sustainable for Robinson and Graham to be working this many hours. Christiansen said he wanted to make it clear that roads such as North Road, Middle Road, Rte. 125, etc. are state roads and the town is not authorized to plow those roads. Graham said we need more drivers. Faria said the economy is doing well and as a result it is difficult to find qualified employees. Christiansen said we have been working on this since May and have interviewed several candidates. Mantegari said we did up the pay to attract more candidates. Debbie Laroche, 56 Crawley Falls Road, said it upsets her that people post negative comments about Robinson when he is always going above and beyond the call of duty. Christiansen said the board always recognizes Robinson for his hard work and realize he is the most beloved person in town. Artimovich went on to say that the BOS voted down the highway budget because it did not include a raise for Robinson. The BOS recognizes Robinson and the type of employee he is. Diane Robinson, 420 Middle Road, asked what the firefighters are doing during a storm and asked why they cannot shovel out the hydrants. Christiansen said the fire department should be able to take care of that.

The board reviewed the following budgets.

Insurance

Board of Selectmen
Minutes January 07, 2020

Christiansen made a motion, 2nd by Artimovich to approve the insurance budget of \$119322 for property and liability and workers compensation insurance. All were in favor.

Benefits

The board approved the benefits budget of \$306474 for medical, dental, STD, and life insurance. All were in favor.

Clement said one bid was received from KRT for revaluation services for \$98000. Clement reviewed the proposal with Jim Michaud, contract assessor, and they have agreed on terms and a timeline. Clement reviewed the terms with the BOS. Christiansen made a motion, 2nd by Faria to award the revaluation bid to KRT. All were in favor.

Clement asked if the board wanted to offer medical coverage for domestic partnerships. The couples may be same or opposite sex and must live together for one year prior to becoming eligible. The benefit is considered taxable income. Christiansen made a motion, 2nd by Mantegari to agree to the domestic partnership benefit. All were in favor. Clement said the board will need to sign a rider to allow this coverage and all employees enrolling will need to understand the tax implications.

The 2020 race permit for NED was signed.

Artimovich made a motion, 2nd by Faria to sign a pole license for Public Service to erect a new utility pole on Sherman Avenue. All were in favor.

Faria made a motion, 2nd by Artimovich to sign Jim Michaud's 2020 contract. All were in favor.

Clement had the following requests to encumber funds:

- \$2750 for planning for the town planner to fulfill his contract for the master plan update
- \$1750 for the server room in the basement
- \$5985 for the porch at the Grange
- \$1500 for relocating the gas regulator and pipe at the town office.

Christiansen made a motion, 2nd by Faria to encumber \$11985 as requested. All were in favor.

Artimovich asked Clement to reach out to Rick Murphy, EMD, to see if we can utilize the EOC for relief in the future until we can reach full staff for highway.

At 7:20 pm a motion was made by Christiansen, 2nd by Faria to go into nonpublic sessions per RSA 91-A: 3, II for (a) personnel and (b) hiring. Mantegari– aye, Artimovich – aye, Christiansen – aye, Faria – aye, and Thompson – aye. The motion carries.

At 7:37 pm a motion was made by Christiansen, 2nd by Faria to come out of nonpublic session and seal the minutes. Mantegari– aye, Artimovich – aye, Christiansen – aye, Faria – aye, and Thompson - aye. The motion carries.

At 7:37 pm a motion was made by Christiansen, 2nd by Faria to adjourn. All were in favor.

Board of Selectmen
Minutes January 07, 2020

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT				
DATE:		12/31/2019		
Citizens General Fund:				
	Previous Balance:	22,966.06		
	Deposits:	64,369.68		
	Payroll:	124.34	DD: \$	CK: \$124.34
	FICA:			
	to Impact Fees			
	A/P: Regular	\$63,019.22		
	Non-A/P			
	void checks			
	From MMA			
	To Rec			
	TO MMA			
	Account Balance:	24,192.18		
	Interest Earned YTD:	50.64		
	CD's	5,500,000.00		
MMA:	Unrestricted Balance	1,079,178.67		
	Total Invested Funds:	6,579,178.67		
	Interest Earned YTD:	44,095.04		

DATE:		1/7/2020		
Citizens General Fund:				
	Previous Balance:	24,192.18		
	Deposits:	36,611.00		
	Payroll:	21,278.62	DD: \$20,116.91	CK: \$1161.71
	FICA:	5,849.40		
	to Impact Fees			
	A/P: Regular	\$112,085.66		
	Non-A/P			
	void checks			
	From MMA	95,000.00		
	To Rec			
	TO MMA			
	Account Balance:	16,589.50		
	Interest Earned YTD:			
	CD's	5,500,000.00		
MMA:	Unrestricted Balance	984,178.67		
	Total Invested Funds:	6,484,178.67		
	Interest Earned YTD:			