

Selectboard Minutes

July 18, 2023

Present: Jennifer Jones, chair
Andy Artimovich, vice-chair
Jon Morgan
Russ Kelly
Paul Kleinman

At 6pm, Jones called the meeting to order.

The Board signed the payroll and accounts payable summary register.

Artimovich motioned, seconded by Morgan, to accept the consent agenda which consisted of recreation manifest, treasurer's report (found at the end of these minutes), and the following building permits:

- Timothy & Melody Santos, 7 Ole Gordon Road, Electrical
- Hayley & Paul Breagy, 21 Longmeadow Drive, Building
- Nathaniel & Catrina Swasey, 46 Ole Gordon Road, Electrical
- Kefferstan Estate, 109 Lake Road, Electrical
- Massimo & Brooke Rosati, 35 Longmeadow Drive, Plumbing
- Aaron Hirsch, 32 Shannon Way, Building – new dwelling

All were in favor.

Jones opened the meeting to public comment.

Letty Bedard, Middle Road, asked if there was an update on the email situation. She stated she had a missed electrical inspection because the appointment did not transfer to the inspector's Outlook calendar. Karen Clement, Town Administrator, explained the emails had been compromised, creating them to be put on a spam blacklist sometime last week. Block5 is working with the website vendor to remove the IP address from the blacklist. For some reason, it is still being hung up on google. Clement explained the town is waiting for google to clear it. Jones asked if there was a work around. Clement answered no, not really.

Becky Dunham, Block Drive, directed her question to Morgan. She asked when the charette report will be available and if it would be posted on the website. Morgan responded that the report has not been given to him yet, but once it is it will be posted publicly in electronic format.

Dunham asked if the audience would be given the same opportunity during the library presentation as they were a few weeks prior during the conservation commission update to ask questions during the presentation. Jones responded that in general, the public comment should be occurring during the public comment section at the beginning of the meeting. She explained she made an exception at that meeting because there was information gathering that needed to occur during the conservation commission update.

Dunham asked if the donors do not come through for the library project, will the town be held financially responsible. Additionally, she asked if the donor put restrictions on the money. Jones responded those questions should be answered during the library's update.

Doug Finan, Gove Road, speaking as a planning board member shared with the board the planned gas station meeting has been continued until August 15th at 7pm. He explained he will not be able to attend the upcoming meeting. Jones asked if there was a reason for the continuation. Finan responded not that he was aware of. Morgan asked if this was a ZBA situation.

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Finan confirmed it was. Kleinman noted the date of the meeting and stated he would try to attend.

Liz Faria, South Road, stated she is applying for the communications subcommittee. She feels she is more than qualified. Faria explained her background includes teaching English as a foreign language. She stated she wrote and edited a newsletter in Virginia for over 9 years. She admitted she does not have computer or software experience but believes she has writing and editing experience.

Faria asked why the library could not put fencing on both sides of the walkway instead of all the way around the amphitheater area. She believes something needs to be done. Faria suggested using the green privacy netting to block out the view.

Letty Bedard, member of the communications subcommittee, was present to offer an abbreviated status update on the AV equipment for the Cross Room. She explained Josh Bertoulin had received many quotes and the one he was looking to recommend includes 3 screens, ability to reserve the room via integration with MS teams, new hardware endcoder, using existing speakers in the ceiling, and 2 new cameras with an estimated cost of \$15,000. Bedard explained the existing camera and encoder could be used in the Sanborn Room. Clement added the system would be portable and could be used to outfit a new room.

Morgan asked if the system would include new mics. Bedard responded it would not. Morgan stated it is difficult to hear when he calls in. Artimovich responded the conference mic is what is used when he remotes in for meetings. Morgan asked if the cameras would automatically switch based on who is speaking. Bedard was unsure.

Bedard added that the system would allow streaming in the other conference room for times the Cross room is filled beyond capacity. She added that Bertoulin offered to install the system in an effort to save money on the project. Morgan asked if any of the bids came from NH based companies. Bedard wasn't certain, but explained there were several bids that were sought. She added the system being recommended would be portable and expandable. Jones stated everyone is looking forward to AV improvements.

Janice Wiers, library director, was present to offer an amphitheater update. She thanked residents and donors for their support of the project. Wiers shared the raffles are going well and the second prize item has increased from a \$500 to \$1000 value and a third prize was added which is an attorney offering to do a will/power of attorney. She shared two youngsters in town ran a lemonade stand and donated their \$50 earnings to the gofundme page.

Wiers explained the pricing that was obtained for the safety fencing is 300 6-ft panels for \$6.99 each and 50 sand bags for \$12 each for an estimated total of \$2697 for a 6 month expected use. Wiers added that the quoted items are for a complete wrap around of the amphitheater area which would disable the use of the basement.

Wiers, answering a question from earlier in the meeting, stated it could be possible to line the walkways with fencing instead of encapsulating the entire area. She added it would increase the cost because the linear footage would increase. She would not know of the potential of doing the fencing that way or the increased costs without reaching out to the vendor again. Wiers thanked the board for suggesting the fencing and requested funding from the Capital Reserve Fund to cover the costs. She explained by eliminating cleaning costs and including the money available in the building maintenance line the library would only have \$2,336.

Jones asked if there would be any overlap of time with the fencing if construction started. Liz McConnell, library trustee, believes contractors would need some sort of fencing, but is unsure if the fencing cost would be covered by the contractor or if the pricing would be prorated. Wiers added she does not have the staffing to ensure the safety of staff or patrons if they use a hinged type fencing to be able to access the basement.

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Jones asked if the library would seek an additional quote. McConnell responded yes, they would. Jones asked how much is in the building maintenance capital reserve fund. Clement replied she believes it is about \$100,000. Artimovich asked what the wording is of the CRF. Clement responded it is for “building maintenance and repair”. Jones asked if there are other funds available if capital reserve funds cannot be used.

Kleinman believes the project falls within scope and would support the use of the funds. Jones questioned if the project meets the wording of the CRF use. Morgan asked if the fencing decision could wait until the construction bids are obtained. Artimovich responded it would be at least a month before request for bids went out. Jones asked if there was any other budget line. Clement asked Wiers if there is money in the library capital reserve fund. Wiers replied it is pledged for the engineering costs. Clement suggested ARPA funds would be the only line the costs could come out of. Kleinman asked for the amount of ARPA remaining. Jones responded \$279,000 remains of ARPA funds.

Kleinman motioned, seconded by Artimovich, to authorize up to \$5,000 from ARPA to provide safety fencing at the library. Kelly stated he was inclined to wait for additional bids. The motion carried with Kelly opposed.

Wiers then shared information on the limited construction option with an estimated amount of \$40,412 to complete. She shared reasons she and the library board are hesitant to explore this avenue. Her concerns include losing ADA compliance preventing the use of the basement for book sales and programs; staff losing the ease of transporting materials to the basement; and the temporary fix will utilize funds which will then need to be raised in the future when building materials may be at a higher cost. Jones asked what the project entailed. Wiers responded she was not sure of the specifics but would include erosion control and an attempt to stabilize the area.

Wiers also offered an update on fundraising. She explained there is a philanthropic memorial gift that is in the works. Their attorney is working on drawing up paperwork which will then be reviewed by the library’s counsel. The press release for the announcement is also in the works. Jones asked if this donation comes with restrictions. Wiers responded it is a naming opportunity – to memorialize a former patron. She explained there are some aspects that must still be worked out – longevity, perpetuity, plaques/signage being a few.

Wiers explained a few of the other potential funding sources including the Eppes-Jefferson Foundation which is a local foundation focused on arts and & culture. She shared impact fees is the amount they would like to use. Wiers shared the gofundme is going a little slower than expected and is at about \$7,000, Falzone has pledged \$5,000, Garden Club has pledged a \$1,000 donation, and the Friends of the Library have pledged \$2500. The raffle is at about \$3700 according to Wiers. She has started advertising it on the library list serve and also reached out the Carriage Town News and WMUR.

Becky Dunham, Block Drive, asked about the tax deductibility of the gift. Wiers responded the family is aware of what is allowed. She added the personal gifts are not to that level.

Kleinman noted the potential for the project and fundraising to be a win/win at bringing people together. Wiers agreed it has been a bipartisan effort. Jones added she is looking forward to future updates. Kleinman asked if Venmo or PayPal were donation options. Wiers responded that currently it is only cash or checks.

Chief Ventura, police chief, was present to offer an update on the Road Safety Audit (RSA). He explained the meeting occurred last week and included himself, Clement, fire chief Bird, Wayne Robinson, some residents, DOT, Highway Safety representatives, the civil engineer and a few others. Ventura shared they met at the Fire Station and did a site walk. He explained the end goal is a longer process, but many ideas and potential solutions were discussed including lighting, speed, speed limits, and other ideas.

Short term and long-term goals were discussed at the RSA according to Ventura. The civil engineer will obtain crash data and traffic counts. That report is expected in the fall Ventura stated. In the short-term, Ventura explained it was suggested the

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end of South Road have a flashing stop sign placed at the intersection of Route 125. Additionally, he explained a roundabout was discussed as a viable solution in addition to possibly reconfiguring that intersection.

Ventura proposed a possible immediate action could include newly painted stop lines and the flashing stop signs. He explained the community is expecting some action. Ventura explained the price of the stop signs is \$1500 each. Jones asked if the RSA guarantees something will be done. Ventura responded he is confident some sort of action will take place.

Morgan asked if the stop signs will solve anything and asked if the accidents were a result of cars coming from South Road. Ventura responded that he cannot say for certain that stop signs will prevent future accidents. He explained there is no data to back up the possible running of the stop signs. Kelly asked if there was sensitivity around speaking about the motorcycle fatality. Ventura responded he will not go into details. He did share that leaving the roadway (and entering the breakdown lane) to go around a left turning vehicle is illegal. Ventura stated many drivers do it.

Chief Ventura went on to say any small distraction or sight line issue can also contribute to accidents at that intersection. Morgan does not want to offer a false sense of security to residents and vehicle operators. Ventura explained residents are expecting the town to do something and added the report is expected in the fall. Ventura stated he is not sure if the new stop signs will save lives, but he is sure residents are pushing for something to be done. Morgan asked if the signs could be relocated if they were not needed in the future. Ventura responded yes. He explained the DOT will allow the town an easement to put up the signs, but stated the signs will be the town's responsibilities. Kleinman asked if DOT would contribute to their purchase. Ventura responded they would not.

Morgan asked about the possibility of a flashing speed limit sign similar to the one near Exeter High School being put on Route 125. Ventura stated he is hesitant to put a sign like that on a state road and noted the cost is about \$7500 for that type of sign. He added that a lighted speed limit sign could be in the recommendations to be given in the fall. Artimovich asked if adding freshly painted stop lines would be a benefit. Ventura responded he could connect with road agent Wayne Robinson to coordinate that. Jones encouraged residents in the audience, watching the live stream, or watching the recording of the meeting who feel strongly about that intersection to email Clement.

Kleinman's proposed amendment of Article IV, Section R was revisited. Clement shared information obtained after speaking with NHMA. She explained the intent for non-public for reputation should constitute an impairment of someone's reputation. She went on to say it should be a material impairment and must prove damage standing in the community. Jones asked if the NHMA gave any guidance if these types of discussions would fall under that. Clement responded they will not give that level of detail and is subject somewhat to your discretion as to what the board considers material impairment. Kleinman explained Article IV of the Selectboard handbook is currently written that the board will go into non-public for committee appointments. He shared that he believes these discussions should not occur in non-public. Additionally, Kleinman explained he elaborated on the criteria for choosing applicants.

Morgan shared he is not aware of any committee or board where applicants are discussed in public. He believes the standard practice is that they are not deliberated in public. Morgan stated it is not a transparency issue and more about making a hiring decision. He expressed not feeling comfortable discussing a person, their character or qualifications in public. Morgan asked Clement if counsel advised what was being done currently is incorrect. Jones responded that only NHMA was consulted.

Artimovich stated he understands Morgan's concern about speaking on character and ability of an applicant to a committee. Kelly believes speaking about people's applications should be done in non-public. He added the Selectboard was elected to make these kinds of decisions. Jones added that non-public allows open conversation and believes speaking on a person's background, education, credentials, personality, behavior, and intent could constitute reputation. She is in favor of it being done in non-public.

Artimovich moved, seconded by Kleinman, to have Clement speak with counsel about utilizing non-public for reputation of

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applicants to committees. All were in favor.

Clement shared pricing for oil is \$3.05/gallon through Hartmann. She explained this covers the heating season through May. Morgan motioned, seconded by Artimovich, to accept that pricing and lock it in for the upcoming heating season. All were in favor.

Clement presented the board with a 2024 fiscal year highway safety grant to cover overtime expenses for speed enforcement, DWI's and distracted driving. Morgan motioned, seconded by Artimovich, to accept the \$8,200 highway safety grant with a 20% match. All were in favor.

Janice Wiers, library director, asked if propane rates have been set yet. Clement responded not yet.

Clement presented the board with a Land Use Change Tax warrant and bill for River Run Development in the amount of \$161 for .33 acres. Morgan motioned, seconded by Kelly, to sign the LUCT warrant and bill. All were in favor.

Clement stated the next meeting is scheduled for 8/1 which is National Night Out from 5-7pm at the Rec Center. She asked if the board would like to meet on Monday or Wednesday or earlier on Tuesday. It was agreed that the next meeting will be August 1 at 4pm. Artimovich will chair the meeting. Morgan requested Clement send him the meeting link.

Artimovich shared a committee update from last week's Conservation Commission meeting. He explained there was a request from a resident for the meeting to be recorded or live streamed. Artimovich stated he could not get a second on that motion. He explained there was a real estate transaction that was discussed in non-public and a 91:A request was submitted. Artimovich shared they will be voting at the August meeting to discuss reopening the Fuller property. Jones shared she and Clement met with Mark Young, Conservation Commission chair, to discuss other avenues for assistance with the bond and the possibility of hiring a consultant. Artimovich suggested keeping administrative help in mind for future hiring.

Morgan shared the Budget Committee has been doing well meeting various town employees and visiting departments.

Kelly shared there is a ZBA meeting coming up. He also shared Rick Labrecque, chair of the Energy & Efficiency subcommittee, contacted ReVision and requested an extension on the deadline for purchasing the solar panels. Jones questioned there being a deadline. Clement stated the notice must be given 90 days prior to the anniversary date.

Kleinman shared the CIP is almost updated. He explained there is a little more information to be gathered. Town Planner, Glenn Greenwood, will put together a spreadsheet with priority focuses.

Jones had no committee updates.

At 7:37pm, Artimovich motioned, seconded by Morgan, to enter into non-public for reputation. Artimovich – aye; Morgan – aye; Kelly – aye; Kleinman – nay; Jones – aye. Motion passed.

At 8:18pm, Artimovich motioned, seconded by Morgan to go into public session. All were in favor.

Artimovich made a motion, 2nd by Morgan to seal the minutes. The motion carried with Kleinman opposed.

The committee appointments to the communications subcommittee were announced.

At 8:21pm, Artimovich motioned, seconded by Morgan to adjourn. All were in favor.

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Respectfully submitted,

Tamera Peek

WEEKLY TREASURER'S REPORT				
DATE:			7/18/2023	
General Fund:		TD BANK		
Previous Balance:		7,998,234.45		
Deposits:		155,112.23		
Payroll:		31,317.69	DDP: \$28,629.0	
			CHK: \$2,688.69	
FICA:		7242.18		
A/P:		288,293.45	Reg A/P Cks \$47,293.45	NHRS \$
			Swasey \$241,000.00	CO-OP: \$
Transfer to Impact Fees				
Returned Check		(3,905.00)		
Trans from GF to Rec CC				
Account Balance:		7,822,588.36		
Interest Earned YTD:		62,542.03		
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Joyce A. Gallant, Treasurer				