

Board of Selectmen
Minutes August 04, 2020

Convened at 6:00 pm

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

Artimovich 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.

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

Artimovich commended the police department for their diligence and hard work serving all civil forfeitures for unregistered dogs. There were over 300.

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

- Roy Solomon, 210 Pickpocket Road, generator: signed by Board
- Ray Dusseault, 42 Lyford Lane, generator: signed by Board
- Bob Magnusson, 1 Wendell Drive, sunroom: signed by Board
- Kim Leo, 23 Lebreaux Road, pool: signed by Board
- Three Ponds LLC, 19 Three Ponds Drive, plumbing permit for new dwelling: signed by Board
- Jon Morgan, 51 Lake Road, new dwelling: signed by Board
- Piece Jackson, 31 Washington Drive, electrical for finish basement and attic: signed by Board.

Clement said Andrew Gray, Recreation Director, has submitted a proposal to install a new keyless lock system for the BRC. This will allow for the following:

- Remote access
- Can add or remove town officials easily
- Allow certain times of the day when certain parties/organizations can enter the building
- Stop unscheduled entries into the building
- Keyless entry
- Protect program participants and residents
- Stop potential crime.

The cost will be Minuteman Technology/Salto Proposal

- Cost of hardware, locks, & equipment \$8,234.83
 - Cost of yearly cloud-based subscription=\$560 (included in above price)
- Average cost per door= \$1,646.97 (handicap doors as one)
- Cost of labor= \$4,192
- Average cost per door with labor= \$2,485.37
- Total cost of system= \$12,426.83.

This is being requested from impact fees. Future maintenance costs will be paid from the revolving fund using rental income. Thompson asked if Gray had a town phone. Clement said no, but one could be

issued for an additional cost to the town. Christiansen made a motion, 2nd by Mantegari to approve expending \$12426.83 out of recreation impact fees for a keyless door system. All were in favor.

Christiansen made a motion, 2nd by Mantegari to expend \$1265 out of the Capital Reserve Fund for Bridge Repair for engineering fees related to the Rowell Road project. All were in favor.

Clement said Chief Arcieri, Police Chief, is requesting to expend \$1200 from the detail fund to remove the canine equipment out of the cruiser. Mantegari made a motion, 2nd by Christiansen to approve \$1200 as requested to remove the canine equipment. All were in favor.

Samuel Matos employment contract as a full time police officer was signed by the board.

Mantegari made a motion, 2nd by Christiansen to appoint Christopher Spitalere and Samuel Matos as police officers for one year. All were in favor.

Christiansen made a motion, 2nd by Mantegari to sign a timber warrant. All were in favor.

Mantegari made a motion, 2nd by Christiansen to approve an intent to cut for 305 Middle Road. All were in favor.

Mantegari made a motion, 2nd by Faria to sign a failed septic waiver for 405 Middle Road. All were in favor.

Clement said the firewall at the town office failed last week. She was very impressed with Block5's response to the issue. They were alerted by the outage overnight by the monitoring software and a technician was here on site by 8am before we even had a chance to call them. The issue was resolved and a loaner device was installed. Clement said it will need to be replaced.

Clement said Block 5 is recommending 2 server projects to create virtual networks to be used as a backup should a server fail. This will decrease downtime. Artimovich said the network could increase connectivity for remote access. Clement said the cost is \$7513 and \$7943 for the equipment needed and labor. Mantegari said he was good with this if we could apply for it through the grant. Mantegari made a motion, 2nd by Christiansen to move forward with this IT proposal if it can qualify for reimbursement. All were in favor.

The 2018 tax lien for 214 North Road has been paid in full.

Clement asked if the board reviewed the COVID-19 Illness Policy. Artimovich suggested adding language of regular cleaning and disinfection of work spaces. Christiansen made a motion, 2nd by Mantegari to approve the policy as amended. All were in favor.

Clement said she again reviewed the terms of the senior discount and the length of term with Comcast. The \$2.00 discount may be applied to any plan option and the resident may call for a customized plan option. Clement said this is the standard discount offering to all towns. Further, the amount of the franchise fee and the cable access channel may be increased or added at any point after the first anniversary. Mantegari said he would prefer a 5 year contract. Clement said this was all discussed when we began this process in December. Artimovich said all we will end up doing is spending more money for

legal review by shortening the contracts. It doesn't change anything else. Other vendors could come in, negotiate a contract, and build infrastructure to support it. Christiansen made a motion, 2nd by Faria to sign a 10 year contract with Comcast. The motion carried with Mantegari and Thompson opposed.

Clement said the proceeds from the Prescott Road bond earned \$1800 in interest. That amount was restricted in fund balance until the project is closed. Christiansen made a motion, 2nd by Mantegari to un-restrict \$1800 and return to the general fund. All were in favor.

Mantegari made a motion, 2nd by Christiansen to approve the public minutes of 07/21/2020 as written. The motion carried with Artimovich abstaining.

Thompson made a motion, 2nd by Christiansen to approve the nonpublic minutes of 07/21/2020 as written. The motion carried with Artimovich abstaining.

Clement asked to re-evaluate her authority to post a job opening if replacing a position in kind. If a resignation comes in on a Wednesday after a meeting, we could be delayed 2-3 weeks in the hiring process. By that time we are just starting the process and the current employee has vacated the position which adds more pressures for training. Clement said there is no cost to post the ad and any hiring decisions would need to wait for the next meeting. Mantegari made a motion, 2nd by Christiansen to authorize Clement to post a position if a vacancy become available. All were in favor.

At 6:44 pm a motion was made by Mantegari, 2nd by Christiansen to go into nonpublic sessions per RSA 91-A: 3, II for (b) hiring and (c) legal. Artimovich – aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

At 7:05 pm a motion was made by Christiansen, 2nd by Mantegari, to come out of nonpublic session and seal the minutes. Artimovich – aye, Faria –aye, Christiansen –aye, Thompson, and Mantegari –aye. The motion carries.

At 7:05 pm a motion was made by Christiansen, 2nd by Mantegari to adjourn. All were in favor.

Respectfully submitted,

Karen Clement

DATE:		8/4/2020		
Citizens General Fund:				
	Previous Balance:	19,681.22		
	Deposits:	85,900.10		
	Payroll:	29,275.04	DD: \$26497.16	CK: \$2777.88
	FICA:	7,953.91		
	to Impact Fees	3,350.00		
	A/P: Regular	\$1,145,810.79	Co-op: \$874,326	Swasey: \$205,000
	void checks	58.83		
	From MMA	1,100,000.00		
	TO MMA			
	Account Balance:	19,250.41		
	Interest Earned YTD:	13.71		
	CD's			
MMA:	Unrestricted Balance	5,118,754.14		
	Total Invested Funds:	5,118,754.14		
	Interest Earned YTD:	23,578.47		