

Selectmen's Meeting Minutes  
Monday, April 27, 2020

At the Selectmen's Meeting held on Monday, April 27, 2020 at 6:00 p.m., via Zoom, the following people participated: Stanley Holz, Peter Corey, Shawn White.

Stanley Holz is in South Carolina

Peter Corey is at his home, maintaining social distancing

Shawn White is at his home, maintaining social distancing

A motion was made by Peter Corey to enter non-public session at 6:03 p.m. pursuant to NH RSA 91-A:3, II(a), the dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted. The motion was seconded by Shawn White. Roll call vote: White: Yes; Corey: Yes; Holz: Yes. All in favor, 3-0. Motion passed.

The Board adjourned from non-public session at 6:27 p.m.

Stanley Holz called the meeting to order at 6:30 p.m.

Department Head Meeting :

John Ross, Jr., Fire Chief

-- Things are quiet. We are working through the Covid-19 pandemic.

-- We are getting Personal Protective Equipment daily so we are good with that.

--Wondering about the Memorial Day Parade. Stanley said whatever the Fire and Police Departments decide. We will probably still be under restrictions. Can't see large crowds being able to gather so we can't see it being able to happen. Some towns are having some ceremonies with just the VFW but it would have to be under 10 people until the Governor lifts the restrictions for public gatherings.

--The National Guard will be running a testing center in Lancaster at the armory. Physicians have to send people there.

Edward Samson - Police Chief

--We are seeing increases in motor vehicle offenses. The Department is enforcing more than we have been.

-- Ed put out some bids and researched the traffic control signs. Rob inquired with the state on the regulations. On state roads you can only have the speed showing. They can't have anything else on them. They are kind of mobile so they can be unbolted and moved. We are waiting on a couple of other bids to come in. They are solar-powered.

--Stanley asked what are we doing to protect personnel when they are on a call? Ed said they have a protocol in place and if it is a high risk call, gloves, masks, full gowns, sanitizing everything after the fact, equipment, the cruiser, and at the beginning and end of each shift. We are finding it challenging. Deal with it and be as cautious as possible.

-- John Ross said they are following guidelines set out by state and the hospitals. Masks for all calls and full gear with any questionable Covid cases, as well as using the back-up ambulance. We are using a lot of PPE. Peter Corey spoke of the federal funding through the state to reimburse PPE costs. The Town is working on submitting a request for reimbursement through FEMA.

--Ed said the IMC upgrade we and Lancaster had put money in for has been working out well.

--Ed said as we go into 2021, there is going to be a need for continued costs for Covid-19 issues.

--We have put out a conditional offer to start a background check on the applicant for the Police Department position. We are still moving ahead with the rest of the process to be sure we have a back-up plan.

Melissa Farrow - Recreation Department

--Not much to report as not much has been going on.

--The spring sports season with baseball and softball has been cancelled. There is a possibility they may do a fall ball league. We will be returning the checks to the people who paid for their registrations.

--Melissa is working with Catholic Charities on the Summer Meal Program. We may be a pick-up site for families.

--Melissa said she is hoping there may be a slim chance for the summer program. We still have some time to decide and see what new protocols come out from the Governor. Stanley said we need to err on the side of caution. Melissa said she has been speaking with Eli at Colonel Town and they are currently only open for the children of health care workers. We just have to take it one day at a time.

--Tom Ladd asked about the community day in the fall. Melissa said they were on the road to selecting a date, but that has been put on the back burner. It may not happen until October, and we don't want to reach out to the vendors and have it cancel. Stan said the consensus among the medical people is we won't be back to normal for about a year, until they come up with an effective treatment.

Rob Larson - DPW

--Moving ahead with the Highland Street demo. Eversource is scheduled to disconnect power. We are going to salvage the metal roof so it can use it on some of our buildings.

--Parker Road project--we are waiting for it dry up.

--Union Street culvert started and is 80% done, last catch basin put in by Thursday. Union Street will be a safe, stable area. We will be able to pave that when the batch plants open up.

--Middle Street starts May 15th. P+R will do this project with the town's assistance.

--Wastewater treatment plant upgrade project is ahead of schedule.

-- Hazen Bridge project will start in mid-June.

--The trust fund water project will start at the King Square area by the monument and go up toward Route 116--Jefferson Road and head up Jefferson Road and back up from there and go up Route 142. If we have money left, we want to go past the railroad track and pick up the rest of the water work on Union Street. Hopefully we will get a new sidewalk out of it.

-- Kyler will not be able to take his water distribution test because the State cancelled the testing at this time because of the Covid-19 pandemic. We are not sure when they will be done again, hopefully this fall.

--Bob Stiles is asking about for water for his project up on the hill. Rob told him he has to have an

easement from the owner of the Napa store or he has to bring a line up through the right-of-way, which would be the proper way to do it.

--The Board asked Rob what is going on with a driveway going in on Liberty Drive? Rob said a gentleman wants to put a driveway in and there is massive wetlands there, literally running water. He has to have DES approval to cross that for a driveway permit. He is getting a site plan done by a contractor in Littleton. Shawn said back 5-6 years ago, Shawn was approached for a driveway permit, and he believes when the sub-division was done there was driveway permit done. The permits only last for a year. Shawn suggested to Rob checking with Joyce, as she may have a historical document.

--Rob and Shawn talked about the Middle Street project. Shawn recommended that this sidewalk is not wide enough to plow. It has to be ADA complaint so it needs a 60-foot sidewalk. Shawn's idea was to eliminate that sidewalk. Any sidewalk we have has to be maintained, and that is one we cannot maintain. Shawn's recommendation to Rob was to remove that sidewalk in that short area. Rob said there are two specs you can use and once you put the stake in the ground you have to stay with that and the one he using does require a larger sidewalk. Rob said there is not enough room to put a sidewalk in there so that sidewalk is going to have come out of there. The consensus with the Board is that the sidewalk will be removed. Rob said that ADA compliance takes it out of our hands and in this case it is removal of the sidewalk. No physical way to comply.

--Shawn asked about the telephone poles on Elm Street--what is going to be done to allow people to walk around them? The telephone poles had to be moved in order for the Town to install the new water lines with the trust fund, on the edge of the old sidewalk so the telephone poles will be moved back. The old poles will come out and start construction on Elm Street later this summer. We will have a nice sidewalk and curbing with the poles on the inside.

--Shawn mentioned the fire hydrant whips and that we should consider taking them down in the summer. They are made of fiberglass and the kids have a tendency to touch them. Rob said we have started a hydrant plan to replace hydrants. The whips can be thrown into that.

--Rob said he is still working on the new water rate. We had a great plan, but this Covid-19 threw a wrench into it. We are going to redo how we figure the water base rate. The residential pays 75% of the bill but only use 25% of the water. That is the focus of Rob's efforts to redo it so it is more equitable. Rob has done it with water rates and the homeowner makes out well.

--It was asked what is going on with the back-flow preventer at the Mt. View. Rob said the Mt. View has some plans showing a backflow preventer in the plans. It is not a backflow preventer, it is a one-way check valve. Paul from New England Back Flow is giving the Mt. View a price to do this. As far as the Town is concerned, we are not liable for the backflow preventer, and the Mt. View has to have the backflow preventer in there to hook-up. The Mt. View is going to get the numbers together and approach North Country Council to try to come up with an equitable solution.

-- Rob said his goal is to save \$50,000 in his budget.

--Shawn mentioned about getting gas cards for each vehicle. Shawn thought for tracking purposes it would be easier.

Fred Ingerson - Water Department

--Fred said we did our lead and copper samples and they were submitted today.

--We have started our hydrant flushing on April 20th

--Fred said he is supposed to be getting better hydrant whips, but if the Board doesn't like those we can look at something different. Shawn said we used to take them down in the spring and put them back in the winter. Fred said they damage the nozzles. John Ross would like to keep them up year round as the vegetation grows up around and they do reflect at night time. Maybe every couple years we could replace them.

Peter Corey said it is good time to mention our plan for the employee evaluations. We are going forward with putting together employee evaluations and we have been working on that and we will establish a time with each of you to have another Zoom meeting and go over your performance evaluation. The plan is to do these annually for the summer time frame so when budget comes around they will form the basis for advancements and pay raises. The expectation is you have completed your evaluations for your subordinates. There will be place on the subordinate evaluations for the Board to make a comment for the Board to have comments as well. We are nearly complete, and that should start fairly quickly.

A motion was made by Peter Corey to approve the minutes of the April 13, 2020 Selectmen's Meeting Minutes and the April 20, 2020 Non-Public Session Meeting Minutes. The motion was seconded by Shawn White. A roll call vote was taken: Holz: Yes; White: Yes; Corey: Yes. All in favor, 3-0. Motion passed.

The meeting adjourned at 7:30 p.m.