

**"These minutes of the Town of Whitefield Board of Selectmen have been recorded by its Secretary. Though believed to be accurate and correct they are subject to additions, deletions, and corrections by the Board of Selectmen at its next meeting when the Board votes its final approval of the minutes. They are being made available at this time to conform to the requirements of N.H. RSA 91-A:2."**

Selectmen's Meeting Minutes  
Monday, May 10, 2021

At the Selectmen's meeting held on Monday, May 10, 2021 at 6:30 p.m. the Selectmen participated via Zoom:

Peter Corey is at his home in Whitefield, maintaining social distancing.  
Shawn White is at this home in Whitefield, maintaining social distancing.  
John Tholl is at his home in Whitefield, maintaining social distancing.

Others in attendance via Zoom: Bob Loiacono, Sondra Brekke, Terry Lufkin, Brian Gosselin, Fred Ingerson, John Ross, Jr., Rob Larson, Melissa Farrow, Ed Samson, Ryan Presby, and Paul Hayes of The Caledonian Record.

Chairman Corey called the Meeting to order at 6:30 p.m.

Old Business:

Legion Ball Field Water/Sewer

Peter said he bumped into Bill Rines and Todd Ferland today, and it sounds like they have a good plan of attack and will get started fairly soon. Anything to discuss or consider or are we good? Rob said Shawn and he spent time on it. Rob said it was determined that the sewer line can go straight into the system. The sewer system is not under Route 116 so that less complicates things. We are good and things will start soon. We need to do the retention pond out back first then we will get the water and sewer lines done for the ballfield.

Sale of Tax Deeded Property

Chair Corey said that the town has property on Elm Street, Union Street, and one on Maple Street. We have had a realtor look at them and looked at the assessed values and they came back with some recommendations. Two of the lots, the one on Union Street and the one on Elm Street are very difficult to build a dwelling on. Town Counsel recommended that we offer those small parcels up to the abutters and give them an opportunity to make a purchase if they are interested in the property with the covenant that the lot would have to be merged and there could be no dwelling on the property. Town Counsel said this is done a lot. For the Union Street and Elm Street properties we could send letters to the abutters and tell them they can respond by a certain

date and for the Maple Street allow the realtor to market it. Shawn said that sounds good to him. John said good with him. Judy will get these going.

#### Covid Restrictions:

The Governor has loosened the Covid universal guidance. Peter said he read the universal guidance and can't make heads or tails of it. Looking for thoughts and suggestions on it. John Ross, Jr. said he and Chief Samson reviewed and discussed the universal best practices. Basically, we will ask everyone to wear a mask when 6-foot distancing can't be established. Probably we should continue to allow only one person in the lobby at a time. We could go back to in-person meetings, up to 20 people. Shawn asked if we can fit 20 people spaced appropriately in that room? Chief Ross said that we could. John Tholl said he would like to get back to in-person meetings. Would we have to wear masks? John Tholl asked if we can require masks? Do we have to wear masks if people are 6 feet apart? Chief Ross said there is no mandate, but we can ask for people to wear masks. Shawn said he feels if there is six-foot distancing, the mask option should not be required. If everyone is sitting 6 feet away do we still have the option of not wearing a mask? What is the opinion on still having the zoom meeting and in-person meeting? John Tholl said it might be a little difficult and we would probably need to purchase additional equipment to do it. Judy said that we received an e-mail today from Drummond Woodsum Law Firm that said those municipalities that may be holding public meetings remotely may continue to do so following the provisions of Emergency Order 12. Peter said if we are not quite comfortable going back to in-person meetings, we can continue with the zoom meetings for another month or so and see where things are at. Shawn would like to see if there is a way to run the in-person meetings on Zoom as well. Shawn would rather be face to face. It was decided that we will continue the zoom meetings for another month and see where we are in June. We will continue the Zoom meetings for now.

Onan Generator Bids: One bid was received for the Onan 12KW Generator. The bid was from William Vickers of Lancaster for \$506. Shawn White made a motion that we accept the bid of \$506 for the Onan Generator from William Vickers. John seconded the motion. Roll Call Vote: Corey: Yes; White: Yes; Tholl: Yes. All in favor. Motion passes.

#### Committee Reports:

Airport – Shawn White said that at the last couple of meetings they have been talking about the grants being received. For the runway projects, they are doing the sealing of the cracks, and they are moving forward with the plow equipment, which is a loader with a snowblower and pusher plow. It may be 100% grant, and it looks like there will be no 5% match requirement. Budget wise doing well and fuel sales have not been too bad.

Planning Board - John Tholl said that the Planning Board is busy. They have had quite a few development permits, one or two demo permits, and a few cases where people had to apply for an after-the-fact permit. The Board is meeting two times a month, and we are quite busy.

SAU Town of Carroll Withdrawal Committee – John said that he missed the first meeting but did attend the second meeting. He said it has mostly been going over how to proceed and the statutes and what we have to do. It is still pretty cut and dry, and will become more involved. Basically, they are in the process of setting the guidelines. That committee meets the first and third Thursday nights.

WEDC – Peter Corey said that he has been to two meetings. First meeting was the annual meeting where they elected officers. They took a report from Jared Cape who put out a parking survey. He received some pretty good feedback. That is posted to the town web site. It is an interesting quick read with easy charts to look at. It really didn't point out anything terribly amiss. The last thing we talked about was trying to figure strategically where the organization is going. That is the focus to determine strategically what is it they want to accomplish.

Tom Ladd – Is the airport planning a version of an air show? Shawn said no they are not.

Sondra Brekke was asking if the town has any thoughts about Carroll moving out of the district? Or is that not appropriate for our town to have an opinion? John said the committee will come up with a decision. Ultimately it will go to the voters of all of the towns if they want that to happen. There are two things the Town of Carroll could do they could get out of the district and still stay in SAU, or get of the SAU and district both, which would require two separate votes. John's concern is the taxpayers of Whitefield are not going to get impacted if this happens.

Bob Loiacono said, to clarify, he sits on the Carroll withdrawal committee as a school member representative. Currently there are 10 members, 5 school board members and 5 select board members. The committee will vote whether to approve the withdrawal. If the committee votes not to approve the withdrawal, that is the end of it. It is only if the committee approves the withdrawal and does an approval plan that it goes to the voters of the 5 towns. Paul Hayes of "The Caledonian" said he understood that Carroll can appeal even if the committee recommends against it. Bob said he has been talking to their chairman and the way he reads the RSA is that they can send a minority report to the school board if the withdrawal is not recommended, and they only send the report to the Department of Education if it is for the withdrawal. Still trying to clarify it. It is a complicated and interesting process.

Ryan Presby - Planning Board Fine

Ryan said he was assessed a fine for not having any permits that were applied for. He was not aware they had not been applied for. The contractor did not apply for a permit, and took the money they paid him and did not complete the job. John Tholl said the onus is on the property owner to complete the permit process. Ryan said that there were two property owners at the time of the project, and now he is the only property owner. What if it was done under previous owners and now it is just him? The work was done last June or July when he poured the foundation and began setting up the walls and roofs. Ryan said that the property owner at the time of the work was Alyssa Presby, now Boutot, and himself. He was a property owner of

record at the time. Peter Corey said that he doesn't see how that change in property ownership would absolve you of the fine because it was assessed at the time. Ryan asked why would he take on the whole ownership of the fine as he was only part ownership of the property? Peter said that is a civil issue. Ryan asked why would the town not send her a bill for half? Peter said we would have to ask our legal counsel who should get the bill. Ryan was part owner, and he would have some responsibility. Ryan asked if he had sold the property, who would have gotten the fine? Ryan said he shouldn't have been the sole individual getting the fine, where it was jointly owned at the time. Peter said we can ask our legal counsel, but we are not going to get into who pays what. Ryan said he was the secondary owner of the property so he should not be the sole individual to receive the fine just because it was an easy thing to send him the bill. Ryan asked why have other individuals paid different amounts for fine? Peter said mitigating circumstances depending what was undertaken where smaller fines have been approved. Ryan asked if there is not a standardized fine? Is it an arbitrary fine? Does it get determined on a case by case basis? Has he been assessed the standard fine? Why would another individual not be assessed the standard fine? The board replied that people have the opportunity to have their fines abated, and it is the Board of Selectmen who makes that decision. Ryan asked why is it that everyone has been assessed similarly? Ryan said the town is not in the position to set fines in different amounts just because they feel like it. A set fine is a set fine. Shawn would like to make the motion to amend the fine to \$250. John said he seconds the motion, but is concerned because he and Ryan have been friends so he is not sure it is appropriate for him to second the motion. Shawn said he can second it and it can be voted down. John seconded the motion. Roll Call Vote: Shawn: yes; John: yes; Peter: No. Motion passes, 2-0. The fine has been abated \$250. John wants to point out what would be the guiding factor on splitting the cost would have been determined in the divorce settlement. The fine was not known at the time of the divorce settlement. Those things are usually done in a divorce settlement. Shawn said the discussion was there two people at the time of the project. Ryan is now one of the two. It was a violation of the code, and the divorce is done and over and that is why he made that motion.

#### David Clifford – Downtown Parking

Chair Corey said that the Board received a letter from David Clifford re: the parking in the town parking lots. The board also received a follow up with a response from Chief Samson. The board said they have had an opportunity to read those letters. Peter said he will follow-up with Mr. Clifford. Chief Samson suggested that we probably should look at the signage for the municipal lots. Peter suggested that Mr. Larson and Chief Samson get together to see what should be there. John thinks moving the sign might take care of the issue. There used to be two signs, and one has been moved that used to be faced out. There should be one at the lot in back of Cumberland Farms in the middle of both entrances. It should be posted better, but it should be known. Chief Samson said we usually give people more time than what is allowed. If they had registered their vehicle, we would have known how to contact them. Ed said adding a second sign at the bank so there is one at each entrance will help as well. The sign behind Cumberland

Farms right at the entrance, the tree has grown in around it making it difficult to see so moving it would probably be better. Chief said that they are given ample opportunity especially in the winter. The sign also says it has to be moved within 8 hours of a snowstorm. Mr. Larson will get with Chief Samson to come up with a plan, and Peter will reach out to Mr. Clifford.

#### Granite Curbing Around the Common

Mr. Larson said the contractor for the trust fund water project had submitted a line item for curbing around the common. The common committee did not want that installed. Rob said he checked with DOT to find out what their requirement was, and Alex told him they did not require curbing around that section of the common. Rob thinks the grant money would be better spent somewhere else, and that we should forego the granite curbing on the common. Shawn said there used to be white painted rocks around the common. Shawn said he saw some correspondence that wanted the rocks put back. Shawn said that they dug up the rocks on the bank side and haven't been visible there for 20 years. Shawn said he disagrees with this being on the dime of the water project. Rob said we never intended to have that be part of the project. Peter said several years ago we submitted a TAP grant request to give it a defined edge, clearly defined crosswalk, and three well defined crosswalks at the curb cuts, but unfortunately the TAP grant did not get approved. There is a difference in opinion on the white rocks. Peter thinks we have an opportunity with Covid money to possibly do something with this. Peter thinks it would look good to have a properly defined curb. Then we don't need to find volunteers to paint rocks. What was the cost for the curbing? Rob will get that number tomorrow. Shawn said he is not for the rocks, he is for the curbing going in there. These figures are old, but it used to be \$44 a linear foot for curbing. Rob can check on this figure. What is Park going to do in terms of fixing up the margins of the common? They disturbed a lot of the common. Rob said they have paving to do that will create an edge. Terry Lufkin said when they first put the granite curb at the Whitefield Markey, they had three or four customers who parked too close to the curb and had gotten many flat tires. She suggested we might want to take that into consideration, and put something on the top of it. They can be a hazard. Rob said there are many designs of curbs. Shawn said there was an issue at the Market. Some of the people not being used to it would drive over the curb and it flattened their tires. At that time the state wanted to narrow down the entrances and have two entrances instead of one large one. People did start to learn the entrances were different over time.

#### Fire Chief Ross – Using Town Grant Match Warrant Article for Fire Department Purchase

Chief Ross said that the Department was awarded a Volunteer Fire Assistance grant from the NH Department of Natural and Cultural Resources for \$4025.23 with them providing \$2,000. He was requesting the use of the warrant article for a maximum of up to \$2,000 so they can start purchasing this equipment. Shawn made a motion to approve the fire department use of the warrant article funds up to \$2000 for a match for this grant. John Tholl seconded the motion. Roll Call Vote: Corey: Yes; White: Yes; Tholl: Yes. All in favor, 3-0. Motion passes.

John Ross, Jr. asked with the Covid restrictions, he was wondering about a Memorial Day Parade. Chair Corey said if it is allowed in the guidelines, then allow it. Chief Samson said traditionally the Legion and VFW organize that parade. Ed said we have not submitted a parade permit. John Tholl said that the Legion has no plans whatsoever for a parade. We have not had enough members to even meet. John said he got a call from Charlene at the VFW today asking what the plans were. John said they don't have any plans for a parade. Peter said we will have to wait and see if someone comes forward.

#### Employee Evaluations

Peter is suggesting that at our next meeting on May 24<sup>th</sup> we have a non-public, work session to work on the employee evaluations. Then we can set up a time to meet with the employees to review the evaluations. The board is just doing the Department Head reviews. Shawn said the Board would like copies of the evaluations the Department Heads have done on their employees.

Peter said we just go the information on what we can spend the American Rescue Plan Act of 2021 funds on. He suggested at the next meeting on May 24<sup>th</sup> we can start talking how we want to spend those monies. It looks like we are getting \$220,000 total. There is a limited amount of time to spend those funds so we should discuss our thoughts and ideas on what it can be spent on. It is a pretty broad list.

A motion was made by John Tholl to approve the Selectmen's Meeting Minutes of April 19, 2021. The motion was seconded by Shaw White. Roll Call Vote: Corey: Yes; Tholl: Yes; White: Yes. All in favor, 3-0. Motion passes.

Mr. Larson said the purchase order for the sludge container needs to be signed and approved by the Board. The price is \$20,270. This purchase gets reimbursed by the grant. The Board said it is signed and ready. Rob said that Paul Cormier has expressed interest in the old sidewalk roller sitting up in the field. Rob said he don't use it, and he would just as soon get rid of it. Can we let Paul take that off our hands? Shawn said he thinks we purchased it off Mr. Cormier. Rob said Paul said we paid \$100 for it, but Shawn thought it was \$500. Shawn thinks we need to go through the bid process like with any piece of equipment owned by the town. If we definitely don't need it, we can put it out to bid.

Paul Hayes of the Caledonian Record asked how we can find out what the towns are getting for funds from the American Rescue Act. Peter said a list was published some weeks ago, and he can send it to Paul. Bob Loiacono said that there is a web site, ncl.org, that has the list for the entire country on their website.

The meeting adjourned at 7:21 p.m.