

## SELECTMEN'S MINUTES

October 21, 2019

Present: Bruce Beane, Jim Trudell, Wendy Ho-Sing-Loy, Donna Clark-AA, Celine Presby-Treasurer

Other Attendees: Michael Belanger

Chairman Beane called the meeting to order at 6:00 pm.

### **Manifests & Invoices:**

The manifests for 10/14/19, 10/16/19, 10/21/19 and 10/22/19 were authorized and new invoices for future payment were reviewed and initialed.

### **Treasurer's Report:**

The Treasurer's Report was read showing a balance of \$55,720.82 in the WGSB checking account, \$50,722.39 in the WGSB Insured Cash Sweep (ICS) account, and \$50,000 in the Tax Anticipation Note (TAN). Beane motioned to approve the Treasurer's report as given, 2<sup>nd</sup> by Ho-Sing-Loy, all voted in favor. \* Treasurer Presby was advised that representatives from Passumpsic Bank stopped in last week and left business cards for her.

### **Meeting Minutes:**

Minutes for the Oct 7<sup>th</sup> meeting were reviewed. Beane motioned to approve the minutes as written, 2<sup>nd</sup> by Ho-Sing-Loy, all voted in favor.

### **Non Public:**

Trudell made a motion to enter non-public session per RSA 91-A:3, II(b) regarding the hiring of a public employee to fill the Deputy Town Clerk/Tax Collector position, 2<sup>nd</sup> by Beane, all in favor by roll call vote. Resumed public session. Trudell made a motion to seal the minutes of the non-public session, 2<sup>nd</sup> by Beane, all in favor following a roll call vote. The candidate interviewed for the part-time Deputy Town Clerk/Tax Collector position was made a conditional offer of employment. She had applied and been interviewed previously when the job was advertised in the spring.

### **Committee/Department Reports & Needs:**

The Board signed a purchase order for Achilles Garage Door for \$3,039 for repairs to the highway garage overhead doors as approved at the last meeting. \* Clark reported on the Oct 9<sup>th</sup> Safety Committee Meeting. The highway crew will make sure that shovels, sand and ice melt are available at the Town Hall for winter safety. No new safety equipment or maintenance is required at this time. \* Trudell reported on the Oct 10<sup>th</sup> Cemetery Committee Meeting. An ad will be placed for proposals for 2020 cemetery, Town Hall and Grange Hall mowing. Proposals must be received by Nov 21<sup>st</sup> and will be opened at a Cemetery Committee meeting on Nov 25<sup>th</sup>. \* The Board approved a vacation day for Clark.

**Permits and Applications:**

The following was approved:

- Zoning Permit for Michael Belanger for a new home for Map 209 Lot 022

The owner of a Tinkerville Rd property spoke to Clark about tearing down and rebuilding a dilapidated barn attached to a home. His contractor will supply plans for discussion with the Board prior to applying for an accessory zoning permit.

**Correspondence:**

The following were received:

- Lyman Community Group's Sept 2019 meeting minutes
- Primex: Collision Avoidance Webinar on Nov 15<sup>th</sup> at 10:00 am
- Northeast Resource Recovery Association's Annual Meeting & Luncheon on Nov 6<sup>th</sup> in Manchester
- Email letter to the Conservation Commission and others regarding concerns about the Casella Waste Management landfill development in Dalton

**Old Business:**

New Emergency Management Director Todd Landry met with Clark and Tabbetha Shosa to tour of the Emergency Operations Center (which also doubles as the Selectmen's meeting room) and learn about the equipment and materials available to him. He will start off by reviewing the Local Emergency Operations Plan and hopefully attend a WebEOC class in the near future. \* The water heater for the Town Hall bathroom was installed today. Beane will reach out to electrician Duane Glidden as it requires an outlet in the basement. \* The Selectmen discussed the lack of a cleaning person at the Town Hall. Ho-Sing-Loy offered to help out as needed so the office staff will continue to take care of things at this time.

**New Business:**

The Selectmen received information on the 2020 HealthTrust medical and dental plans and rates and asked Clark to prepare a spreadsheet for the next meeting. \* The Board reviewed and approved updated Welfare Payment Guidelines effective Oct 2019 as presented by Welfare Officer Donna Clark. \* The Selectmen read and discussed the NHMA Legislative Alert: Explanation of Municipal Aid Included in the FY 2020/2021 State Budget. The state treasurer made payments last week for the first year of the state biennium. This municipal aid may be used to reduce property taxes, expended for any purpose for which the municipality may legally spend money, or used for a combination of both. After a brief discussion of the options, Trudell made a motion to use the shared revenue in the amount of \$5,783.15 to reduce the 2019 property tax rate, 2<sup>nd</sup> by Ho-Sing-Loy, all voted in favor.

Trudell motioned to adjourn the meeting at 8:15 pm, 2<sup>nd</sup> by Ho-Sing-Loy, all voted in favor.

The next regular meeting is scheduled for Monday, Nov 4<sup>th</sup>, at 6:00 pm.

Approved:

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