

SELECTMEN'S MINUTES

March 30, 2020

Present: Bruce Beane, Jim Trudell, Wendy Ho-Sing-Loy, Donna Clark-AA, Tabbetha Shosa-Office Assistant

Others in Attendance: Road Agent Tom Smith and Bob Tortorice by speakerphone

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

Manifests & Invoices:

The manifests for 03/30/20, 03/31/20 and 04/01/20 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 \$142,886.61 in the WGSB checking account and \$125,870.67 in the WGSB Insured Cash Sweep (ICS) account. Beane motioned to approve the Treasurer's report as given, 2nd by Ho-Sing-Loy, all voted in favor.

Meeting Minutes:

Minutes for the Mar 16th meeting were reviewed. Trudell motioned to approve the minutes as written, 2nd by Ho-Sing-Loy, all voted in favor.

Committee/Department Reports & Needs:

Road Agent Tom Smith joined the meeting at 6:10 by speakerphone to discuss Highway Dept matters. He and Beane are still working with Primex regarding the value of the 2017 10-wheeler which was totaled due to the frame being bent. The current settlement offer remains at \$82,500 but Beane believes there are many discrepancies in the adjuster's report and it should actually be about \$50,000 higher. The other members asked Beane to continue working on the settlement on the Town's behalf. Regarding a replacement vehicle, Tom reported that the black 10-wheel truck is still available at Clark's and another yellow truck may be being built at Tenco. The main difference is that the 2017 was a standard and both of these 2020 models are automatics. The price will also vary depending on whether the plows from the 2017 can be mounted on the new truck. It will be paid for with the insurance proceeds plus money from the existing Highway Equipment Capital Reserve Fund. * Tom reviewed the NH Dept of Transportation's Interim Inspection Reports of Municipally Owned Bridges and noted that no new postings are required.

Permits and Applications:

The following was approved:

- Accessory Zoning Permit for AC Santy Farm LLC for porch for Map 227 Lot 020

Bob Tortorice of Building Alternatives joined the meeting at 6:35 by speakerphone to further discuss the minimum road width requirement wording in the Agreement and

Release Regarding Building Permit for Private Highway for property owners planning to build a home on Poulsens Point Rd. At the conclusion of the conversation, he agreed that the clarification that the 16 ft minimum width includes a 12 ft travel surface and 2 ft shoulders made in the last revision was acceptable.

Correspondence:

The following were received:

- Legislative Bulletin #12
- NH Preservation Alliance News
- Due to COVID-19, many NH Municipal Association trainings are now being offered as online webinars. As usual, the staff will take advantage of as many trainings as possible.

Old Business:

The assessors started doing annual pickups last week. Due to COVID-19, they are doing only exterior inspections at this time. They will speak to owners about interior improvements at a safe distance if they are home. Otherwise, they will follow up with telephone calls and letters to get the necessary information. * Clark reported on the Mar 17th meeting with representatives from the NH Dept of Revenue and assessing firm Commerford Nieder Perkins regarding the 2020 statistical update and assessment review procedures. * Clark also reported on the Mar 18th NH Municipal Association Art of Welfare Webinar she and Tabbetha attended. * The Annual School Meeting has been postponed again but no new date has been set at this time. * The Board reviewed a property owner's Mar 2020 progress report on bringing zoning violations into compliance. He originally was given an Apr 20, 2020 deadline to complete the necessary improvements. After some discussion and based on advice from legal counsel, Beane made a motion to extend the deadline for an additional six months, 2nd by Ho-Sing-Loy, all voted in favor. The owner must continue to provide monthly progress reports and the Selectmen will inspect the property every other month. The new dwelling must be completed and ready for occupancy no later than Oct 20, 2020.

New Business:

The Selectmen drafted a letter to the owner of a Quebec Rd property regarding a large amount of trash stored outdoors that is considered to be a health and safety matter. The letter will be signed by Bruce Beane as Deputy Health Officer. * Forest Fire Warden Brett Presby advised the Selectmen that the Lisbon and Landaff Fire Departments recently responded to a brush fire. The property owner will be billed for the cost as it was an illegal burn. * Planning Board Chairman Thomas S Smith postponed the Apr 1st Planning Board Meeting and Hearing due to COVID-19 concerns and the Governor's orders regarding the number of people allowed at meetings and proper social distancing. The Board will determine if it can be rescheduled for May 6th using remote technology.

Emergency Management:

Emergency Management Director Todd Landry provided updated Disaster/ Emergency Flow Charts with contact phone numbers. * Clark updated the Board on some of the Governor's Executive Orders that relate to how municipalities do business including the

ability to hold meetings remotely. Tabbetha demonstrated how board meetings can be held using Zoom for audio and video. She will set up a test meeting to ensure all members are able to participate remotely. Since there will be no physical location for the meetings, the public will be advised of how they can access them electronically.

Trudell motioned to adjourn the meeting at 7:30 pm, 2nd by Beane, all voted in favor.

The next regular Selectmen's meeting is scheduled for Apr 13th at 6:00 pm.

Approved:
