

## SELECTMEN'S MINUTES

July 13, 2020 at the Town Hall

Present: Jim Trudell, Bruce Beane, Wendy Ho-Sing-Loy, Tabbetha Shosa-AA, Shelia Post

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

### Manifests & Invoices:

The manifest for 07/13/20 was authorized and new invoices for future payment were reviewed and initialed.

### Treasurer's Report:

The Treasurer's Report was read showing a balance of \$157,087.93 in the WGSB checking account, \$55,924.25 in the WGSB Insured Cash Sweep (ICS) account and \$300,000 in the WGSB Tax Anticipation Note (TAN). Trudell motioned to approve the Treasurer's report as given, 2<sup>nd</sup> by Beane, all voted in favor.

### Meeting Minutes:

Minutes for the July 6<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.

### Committee/Department Reports & Needs:

- Shosa reported on highway department matters. Town of Lyman signage hasn't been added to the new 10-wheeler yet. Smith will reach out to Lincoln Signs to get an update on when they can complete the job.
- Shosa reached out to WB Mason and gathered information on the cost of having maintenance done on the copier in Carignan office versus the cost to replace it. Patrick from WB Mason will provide a price comparison for the BOS to review at the July 20<sup>th</sup> meeting.
- Carignan provided Section 76:15-a Semi Annual Collection of Taxes in Certain Towns and Cities in preparation of the Semi-Annual Tax Bills that will begin in 2021.

### Permits and Applications:

The following were approved:

- Accessory Zoning Permit for Cody Montelo to add a ramp onto existing structure for Map 219 Lot 053 was reviewed and approved.

### Public Matters:

- None

### Correspondence:

- NH Town and City July/August 2020 – Annual Budget & Finance Workshop held in September will be Virtual for 2020

- Shosa will attend Thursday calls for Local Officials & Employees that the NHMA attorneys are hosting. These calls will provide updates on COVID-19 changes and provide an opportunity to ask questions about changes.
- NHMA Legislative Bulletin #28

**Old Business:**

- The Selectmen will continue to review the BOS reference materials - zoning, building, roads, dogs, meetings, etc. provided at the prior meeting.
- The Selectmen were reminded about the WebEOC tutorial & online classes recommended by EMD.
- Kane from Capital Alarm completed a full system check and brief system overview on Thursday, July 9<sup>th</sup>.
- Vicky Ayer from DRA visited on Thursday, July 9<sup>th</sup> to review Elderly & Disabled Confirmation Applications and answer questions.

**New Business:**

- The BOS reviewed the Emergency Services & Communications Operations Liaison Form. Shosa will be the primary and Todd Landry will be the secondary liaison. Chairman Trudell signed the form.
- The Town Road Inventory Collection Form for Smith Road was reviewed and signed changing the previously classified private road to a Class 6 Unmaintained Town Road.
- Trudell will reach out to Mountain Top Telecom this week to discuss alternative options that may improve Internet Issues at Town Hall. Shosa spoke with Consolidated Communications and a Technician should be on site Tuesday, July 14<sup>th</sup> or Wednesday, July 15<sup>th</sup> to assist. Consolidated will also refund the town for internet charges incurred during the month of July.
- Shosa will update the Town website and Town Facebook page so that residents are aware of the issue.
- Shosa continues to transfer Administrative Assistant contact info and account setups from Clark.

Lisbon's Legal Counsel and School Superintendent have both confirmed that they received a letter regarding the existing school contract between Lyman and Lisbon that was sent in the final week of June. Lyman's Contract Lawyer and the BOS will set up a time to meet with the School Board, Lisbon Superintendent, and Lisbon's Legal Counsel in the next week. More information will be provided as it becomes available.

Trudell motioned to adjourn the meeting at 7:15 pm, 2<sup>nd</sup> by Beane, all voted in favor.

The next regular Selectmen's meeting is scheduled for July 20<sup>th</sup> at 6:00 pm at the Lyman Town Hall.

Approved:

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