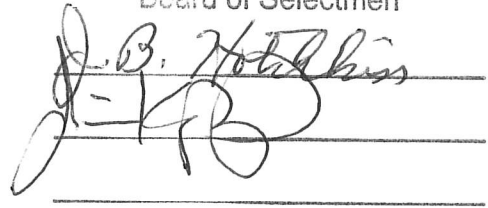


Board of Selectmen Meeting Minutes
September 28, 2020

Approved By
Board of Selectmen



A handwritten signature in black ink, appearing to read "J. B. Hotchkiss", is written over two horizontal lines. The signature is stylized and cursive.

Call to Order at 6:30 pm
Pledge of Allegiance

BOS Members: Jim Knapp, Joe Varga and Jon Hotchkiss all present

Minutes were approved from the 9/14/20 meeting. Jon Hotchkiss made the motion, Joe Varga seconded, and all were in favor.

Old Business:

Pest Control in the Police Station

Jim stated that there is a much larger issue than anticipated. The ceiling did get installed but there is a lot more work that needs to be done to completely "seal" the issue. The HVA system was originally installed incorrectly and in stages leaving holes and issues with the exhaust throughout the building.

There will need to be more work done in the Spring. This was a temporary fix for the Winter. Jim stated there is no idea how much money will be needed to do the job correctly to keep the issue from continuing. Jim is going to get in touch with an HVA specialist to determine what the next steps will be. Joe mentioned that if it continues the building could become inhabitable resulting in reconstruction. Jim mentioned a routine maintenance system should in place to keep things in working order. The BOS would like to thank Kathleen and the PD for their cleanup efforts which go above and beyond their work duties and schedule.

Ridge Road paving has begun. Everyone is pleased with the work done to this point.

Ridge Road Salt Shed 2020

There is currently a push to obtain the steel necessary to get started. The rain will not be helpful while digging and having the steel in place will speed the process. Joe Varga is looking into steel delivery.

The question was raised whether the salt shed would be used this winter. The answer from Jim was "100%". There will be some routine changes and things to work out, however, the highway department will have full use of the salt shed this winter. Jim stated that it may take local truckers to help with the process. To clear things up for everyone the BOS/Kathleen will generate a memo to Rick Washburn stating the need to use the salt shed this winter. Our neighbor, Mrs. Cremmen came to Jim and discussed their property being "contaminated" with salt from the pile for years. Jim told her that it is unacceptable to have her land continuing to have salt run in it regardless of how many years it has been happening. Someone from town had gone to her to talk about stalling the project. Jim stated that their property will have a water test run on it and the results will determine the future of the property.

Department Heads will need to have their budgets submitted to Kathleen by October 19, 2020. The BOS asks that Kathleen send a memo out stating the due date. This is important as the budget season comes upon us quickly every year.

Highway Department Seasonal

Rick Washburn was unable to attend the meeting.

Highway Department 107.44% (\$1,800 over)

Seasonal 194.17% (\$1,200 left)

Questions for Rick from Joe and Jim: When is the seasonal employee actually needed? Who will be hired? What line will the overtime pay come from? There are a lot of unanswered questions for the upcoming season. The BOS would like to meet with Rick in the next week or two to discuss the future plans. They would like Kathleen to set up this meeting at a time and location comfortable for all.

Roxanne Keegan did stat that while Rick Washburn is the Department head, he does work for the BOS.

Health Officer

Kathleen has done a great job working as the Town's Health Officer since she volunteered. The future position is up for discussion. Roxanne Keegan did suggest the ACO Officer. Jon Hotchkiss will discuss this position with Kathleen and Theresa Jones (ACO Officer) to perhaps work the position as a team. There was discussion regarding the pay and hours for the position.

Roxanne Keegan had a concern regarding overlapping hours and getting paid for 2 jobs at a time. Jon Hotchkiss assured her the hours for the Health Officer would be separated.

Bookkeeping System for the entire town:

We have had Peachtree for years and pay \$2,000 for their services which no one is happy with nor is it efficient.

BMSI is coming with a demo on Wednesday at 10 am at the municipal building to discuss the possibilities their system has to offer. Joe Varga stated that this is a NH base company which will be helpful to get support quickly. This program may be a lot more efficient for many departments to "speak" to each other and save many hours. This may help keep a much-needed paper trail and be useful to the townspeople. All town employees may find this beneficial as we continuously grow. There will be a report generated after the demo meeting to give more information along with cost for the town.

Jon Hotchkiss made a motion to adjourn at 7:24 pm Joe Varga seconded. All were in favor.

Respectfully submitted,

Mary Knapp