



1st of the Month Board of Selectmen Regular Meeting Copy

Minutes

Monday, June 2, 2025 at 6:30 pm

Non-Public Session @ Municipal Office Bldg @ 5:30 PM

Resume Regular Meeting @ Old Town Hall @ 6:30 PM

1. Call to Order

Minutes:

The meeting was called to order by Roxanne Tufts-Keegan at 6:33 PM.

2. Pledge of Allegiance

3. Roll Call

Minutes:

The following Board of Selectmen were present at the meeting: Roxanne Tufts-Keegan-Member; Tracy Donovan-Lavolette Vice-Chair-Member; Mike Green-Member; Bonnie Gagnon - Member

Tim Cremen was excused

4. Approval of Minutes

Minutes:

The minutes for May 12, 2025 and May 21, 2025 were presented. Bonnie Gagnon motioned to accept the minutes as read. Mike Green seconded the motion. All in favor motion carried.

5. May 12, 2025 minutes & May 21, 2025

Minutes:

Approved as read.

Signature Action

6. Power Up Generator Contract

Minutes:

The contract for Power-Up Generator to maintain going forward was signed by Tracy Donovan-Lavolette Vice Chair. Roxanne Tufts-Keegan motioned to sign the contract. Mike Green seconded the motion. All in favor.

7. Personnel Action Forms

Minutes:

There were 9 Personnel Action forms for the Board of Selectmen to sign. One was a ninety day and the remaining were from the 3% cost of living raise that was approved at Town meeting.

8. Junkyard License Application

Minutes:

Vice-Chair Tracy Donovan-Lavolette signed the Junkyard License application that Carl Roy, CEO, submitted for 91 Kings Highway.

New Business

9. E911 Community Outreach

Minutes:

Patrick Cavanaugh and Emily Hodgkins from E911 Community Outreach Program had a presentation on how the 911 system operates. Some of the key notes from this presentation are listed here. There are 2 call centers. One in Concord and one in Laconia. Last year they processed 422,000 calls. Of these calls, 81% are recieved from cell phones. These calls are answered within the first 10 seconds. The employees that man the 911 system go through 16 weeks of training. In New Hampshire, once the call is received at 911 the center will dispatch the Strafford County to send out crews. You are also able to text 911 system. If someone accidentally hits 911 then hangs up, it is still recieved and you will get a call back. 911 C.A.R.E.S program has ways to maintain valid information once you fill out the forms electronically. This information will be held for 18 months. Please see the video for more valuable information.

10. Committee Reports

Minutes:

The Planning Board are in the process of updating the ordinances. Conservation committee had a meeting and are still in the process of addressing the issue with the cutting of brush and trees on the Lake. Mike and Carl filed a complaint to the State. There was a resident that has dug a ditch on Piper Mountain. This is being looked at.

The Recreation department had their craft fair and had about 23 vendors. Due to having the craft fair at the school, they were able to accomodate more vendors. There will be a candy bingo on June 27th at the OTH from 6-8 pm. The recreation department members worked very hard on all these events.

11. Bond Road

Minutes:

This was tabled until the June 9, 2025 meeting. Robin is looking into how this is done.

12. Contract with Casella

Minutes:

Tony Belanger from Casella came and discussed the new contract options for the Town's waste removal. Our contract expires June 30,2025. If an extention is needed they can have a mutual

agreement.

The industry is moving to get away with manual labor and is looking to go automated means.

There was much discussion on the automated system. Please see the video for detailed discussion. Roxanne Tufts-Keegan asked what the turn around time would be for quotes for the two different price ranges. Bulk days will still be a manual pickup. Tony suggested the 95 gallon bins due to no recycling in the Town. Some residents are able to get 55 or 65 gallon bins. The bins will have a 10 year warranty including wheels & covers. All bins have ID numbers which indicate which household they belong to. Tony will get proposals done as soon as possible and he has asked if we are getting other quotes from other companies, please do not give out the current contract to other bidders.

13. Aflac deductions

Minutes:

The Aflac deductions have begun with the payroll for June 5, 2025 payroll for the employees that have signed up. Other employees can still sign up, just need to contact Mark Shafer at AFLAC at 603-343-3791.

14. Strafford Regional Planning Commissioner Appointment

Minutes:

Tracy Donovan-Lavolette nominated Kate Bizard for the Strafford Regional Planning Commissioner. Bonnie Gagnon seconded the motion. All in favor, motion carried. The Appointment will be signed when Kate is sworn in by Theresa.

Old Business

15. Town Hall / Fire Station Phones

Minutes:

Antoinette (Toni) has been working very hard with Consolidated Communication in regards to all the phones in the municipal building as well as the Fire department. The OTH and Fire department really need phones especially since this is the command post for any disasters as well as for 911 reasons.

Roxanne Tufts-Keegan asked to move to get quotes for new programs for the phone system as well as for the OTH as well as what will need to be done by possibly Certified Computers Solutions.

I would like to say "Thank You" to Toni for all her hard work on this process. It has been pushed aside for quite some time. Toni you have made a great impact to the Town for all that you do especially since you have multiple hats you wear.

16. Police Part time pay

Minutes:

This topic is tabled until the June 9, 2025 meeting.

BOS Comments

17. Casella

Minutes:

Tracy Donovan-Laviolette asked that no one give other competitors the prior contract we have with Pinard/Casella.

18. Fire Station

Minutes:

The whole Fire department really stepped up and did a great job on the Fire Station. Last Sunday they all got together and fixed the damages and painted it. The end result speaks for itself. GREAT JOB everyone who participated.

Public Comment

19. Public discussion

Minutes:

Mr. Cremmen asked about the addition to the Highway department that Jim Keegan proposed in an earlier meeting. It was stated that this is in the preliminary stages and a committee will need to be formed and proposals on costs as well as plans will need to be submitted.

Andrea stated they need ballot clerks and supervisors of the check list will be needed for the 6/25/25 for the school items. This will be from 7:00 AM to 7:00 PM.

Kate Buzard asked the progress on the new accounting software that was voted approved at Town meeting. Roxanne Tufts-Keegan stated that we are on the list and this will be more towards the Fall/Winter time frame.

Robin stated that the GIS link is on the Town website. Also she was wondering who and how many people can have access for the updating of the website. This will be added to the 6/9/25 agenda.

Non-Public

Adjournment

20. Motion to Adjourn

Minutes:

Roxanne Tufts-Keegan motioned to adjourn at 8:08 PM. Bonnie Gagnon seconded the motion, all in favor motion carried.