Selectmen’s Meeting March 5, 2020

MINUTES

Selectmen: Joel R. Mudgett, Chair, Russell C. Wakefield, Jean M. Beadle, Charles M. McGee, Kevin D. Quinlan; Walter P. Johnson, Town Administrator; and Hope K. Kokas, Administrative Assistant.

I. CALL TO ORDER: Joel called the meeting to Order at 7:00 P.M.

II. PLEDGE OF ALLEGIANCE:

III. REVIEW / APPROVAL MINUTES: Russ Made the Motion to approve the February 20, 2020 meeting and non-public minutes and the February 27, 2020 work session and non-public minutes as written. Jean Seconded. Joel abstained as he wasn’t present at either meeting. The Motion carried Unanimously.

IV. NEW BUSINESS:

1. Review for Action: Consent & Signature File as of March 5, 2020:

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<thead>
<tr>
<th>Date 3/5/20 – Item</th>
<th>MBLU</th>
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<th>Date 3/5/20 – Item</th>
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<tbody>
<tr>
<td>DOT Parade Permits 5/25 &amp; 7/4</td>
<td>N/A</td>
<td>Cemetery Deed, Shannon #129</td>
<td>N/A</td>
<td>Cemetery Deed, Shannon #181</td>
<td>N/A</td>
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<tr>
<td>2019 Abatement, Approved</td>
<td>122-009 &amp; 005</td>
<td>Veterans’ Tax Credit, Approved</td>
<td>180-009</td>
<td>Elderly Tax Credit, Updated</td>
<td>08-2020-E</td>
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<td>Elderly Tax Credit, Renewed</td>
<td>11-2020-E</td>
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Jean Moved to approve the Consent and Signature File as presented, Russ Seconded and the Motion carried Unanimously.

2. Review for Action: Staff Report, DPW 47K Dump Truck Purchase Bid Results & Recommendation: Public Works Director Chris Theriault reported to the Board that this is the second attempt at requesting bids, as the first in November was rejected. Since then they’ve reached out to vendors with the revised RFP and received good results. The offered trade-in of $45,000 exceeded their expectations and therefore it isn’t prudent to keep the truck as a standby. Chris recommended accepting the bid from O’Connor Motor Company of Augusta, ME, Option A (Detroit DD13) for the cab and chassis only for $101,776, with the trade in of $45,000 for Truck No. 10, and the 5 year extended warranty a total of $56,776, and for the plow equipment accepting the bid from Viking Cives of Lewiston, ME of $73,230. Bids were also received from Freightliner & Western Star, Westbrook ME, McDevitt Trucks, Liberty International, and Freightliner of NH, Lebanon, NH. Regarding the warranty, they inquired from O’Connor if there were any additional options. They were offered a 7 year warranty on the cab and chassis for an additional price of $485. Chris recommended accepting this warranty. Including the upfitting for lights, radio, etc., the total cost would be $139,500. The 2020 CIPC had recommended budgeting $180,000 for the purchase of the vehicle and equipment. Kevin Made the Motion to purchase the 2020 Western Star 4700 SF (Option A: Detroit DD13), as specified from O’Connor Motor Company and to purchase the municipal plow equipment, heavy-duty dump body, and slide-in spreader, as specified from Viking Cives (including extended warranties, emergency lights, radio, and other upfitting
requirements) in the amount of $139,500, with a trade-in of the 2007 Peterbilt 340, and authorize the Public Works Director to sign any necessary order forms, and or warranty documents, pending Town Meeting approval. Chuck Seconded. The Motion carried Unanimously. Joel thanked Chris and Ron Deducca for their work on revising the RFP package, providing the vendors with more options, which resulted in a very successful purchase and substantial savings.

3. Review for Action: Town Election Day Coverage & Town Meeting Preparation: Walter asked the Board and learned that all would be available to cover the polls on Election day, Tuesday, March 10th, except for Joel who would be outside campaigning. Walter has met with the Facilities team and they are ready for the voting. Comfortable chairs will be brought to the polls for the supervisors of the checklist, as it is a long day. Jean suggested that the Town Clerk allow the Deputy Town Clerk to run the election process as much as possible, providing her with the extra experience prior to the National elections in November. Regarding Town Meeting, Walter met at the school to go over Town Meeting processes, especially for the first two articles. Fire Chief Dave Bengtson and his department will manage the exits to be sure they are clear. Balloting will be done by aisles to prevent any confusion. Walter asked the Board about giving his PowerPoint presentation on the optional fiscal year warrant article. Kevin felt and the Board agreed it was important to assure the voters that there wouldn’t be a big spike in the tax rate for the 18 month period and to focus on the option of using the fund balance to keep it down.

Chuck said he’d like to see the presentation before hand. There will be extra parking available at the Library and Town Hall, using the Town’s bus to shuttle residents back and forth.

V. OLD BUSINESS:
1. Board Task Tracker: Walter said he added a few items from last week’s work session. Regarding DPW’s new well, Kevin suggested that they contact Lakes Region Water as they can assist in replacing the pipes.

VI. OTHER BUSINESS:
2. Town Administrator’s Report: Walter provided the Board with an update on staffing. Applications are being received for the police chief position and to date, they have received 6 applications. The posting for the SRO position will be put out next week after reviewing the job description with Sgt. Baker. The shop drawings and details for the States Landing Redevelopment Project for the dock and ramp are still being finalized by the Town engineer and the contractor. No date yet when construction will resume, however Riverside will be coming next week to assess the lake and the need for a coffer dam. Design work on the landside improvements is moving forward. MTS provided a finance software training session and individual assistance to department heads and administrative assistants regarding a remote read only access to the finance program. This will assist in providing real time access to departments for expenditure and revenue information. Also, as reported at last week’s work session, Heidi and Walter met with an MTS representative to discuss adding the cash receipt, bank reconciliation and purchase order modules to our system. The goal is to have all three added prior to July 1, 2020 budget permitting. Walter said that this option won’t be available at the Transfer Station, as they only have dial-up internet, and not cable. He added that at some point, consideration should be given to eliminating cash transactions at the Transfer Station.
Next Friday during the school lunch periods, representatives from the Recreation and Public Works Departments will host an Academy Student Job Fair, talking to students about summer job opportunities. We hope to engage students with interest in work opportunities in local government. Walter reported that notices have been sent out to neighboring towns for a Regional Select Board Meeting, with a group meeting on March 31st at 6:30 pm here at Town Hall. Based on the response, this will be tentatively planned. A Non-public Session is needed for RSA: 91A:3II (a) (b) and (d).

VII. CORRESPONDENCE:
1. Agape Community Church, February 28, 2020, Tax Exempt Status: Walter reported that this letter was submitted as part of a 2019 Abatement application and the Assessor’s response will be before the Board for their next meeting, March 19th.

VIII. CITIZEN INPUT: 1) Joe Cormier, asked the Board for an update on any offers made on the Taylor property. Walter replied that there has been some interest, and this will be discussed during non-public session. He also asked about the Broadband Committee as there doesn’t seem to be much progress. He learned that what is needed must happen at the state level. Mr. Cormier reported that he has researched the Taylor family scholarship which had been reported in the Trustees of the Trust Fund report and has since learned that 2 scholarships were given out through the school. Regarding his questioning the Town funding $10,000 towards the Winnipesaukee Wellness Center, he recently visited the center and found it being widely used. Kevin said that the question is if the funds will be going to the correct entity. Mr. Cormier commented on the recent updating of the building permits and proposed amendments to Ordinance #14, specifically extending the term of the expiration from 6 months to 2 years. Mr. Cormier thanked the Selectmen and also the Town Administrator for all of their efforts. He wished Russ the best in his retirement from the Board of Selectmen.

IX. NON-PUBLIC SESSION: Jean Made the Motion to go into Non-Public Session per RSA 91A: 3II (a), (b) and (d) with the sole purpose to adjourn. Kevin Seconded. A roll call was taken: Kevin – Aye; Jean - Aye; Russ – Aye; Chuck – Aye; Joel – Aye. The Motion carried Unanimously, and the Selectmen went into Non-Public Session at 7:48 p.m.

The Board exited Non-Public Session at 8:20 p.m. Jean Moved, Russ Seconded to seal the minutes of the Non-Public. The Motion carried Unanimously.

X. ADJOURNMENT: Kevin Made the Motion to Adjourn. Russ Seconded. Motion Carried Unanimously

Joel adjoined the meeting at 8:21 p.m.

Joel R. Mudgett, Chair
Approved

3/17/2020 Hope K. Kokas
Date
Respectfully Submitted
Hope K. Kokas, Administrative Assistant