

Board of Selectmen

March 25, 2020

Present: Mark P. Duffy, Chair; Richard C. Edwards; Kenneth G. Fifield; Dino A. Scala, Town Administrator; and Toni Bodah, Secretary.

Mr. Duffy called the posted meeting to order at 6:30 p.m. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Fifield seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:38 p.m. During the immediately preceding Non Public Session, the Board authorized an increase to \$21.44/hour for Officer Bart Bentz. **Mr. Edwards moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Fifield seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:42 p.m. During the immediately preceding Non Public Session, the Board authorized an increase to \$26.20/hour for Sgt. Trevor Cherry. **Mr. Fifield moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Edwards seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:50 p.m. During the immediately preceding Non Public Session, the Board authorized an increase for Sgt. Michael Fenton to \$31.39/hour. **Mr. Fifield moved to enter Non Public Session under RSA 91-A:3, II (a). Mr. Edwards seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed unanimously, and the Board immediately entered Non Public Session.

The Board returned to public session at 7:05 p.m. During the immediately preceding Non Public Session, the Board reviewed coverage for various scenarios as they relate to COVID-19. At this time those also present included Joe Gore, Transfer Station Manager; Cyrus Hiraldo (videographer); and Sgt. Mike Fenton. Mr. Duffy led all in the Pledge of Allegiance.

1. Board Organization

a) Liaison Assignments – The Board reviewed the list of boards/committees and made assignments. The final list will be posted.

b) Chair and Vice Chair – Mr. Edwards suggested leaving the current Chair (Mr. Duffy) and Vice Chair (Mr. Edwards) for now, and to reconsider this after the current pandemic situation has passed. **Mr. Edwards moved that Mr. Duffy remain Chair, and that Mr. Edwards remain Vice Chair, until the current pandemic situation has passed. Mr. Fifield seconded the motion, which passed 3-0.**

2. Public Hearing re: Schedule A of Transfer Station Ordinance – Mr. Duffy opened the public hearing at 7:13 p.m. to consider revisions to Schedule A of the recently approved Transfer Station Ordinance. He asked Mr. Gore to explain some of the changes. Mr. Gore referred to the waste oil collection becoming contaminated. The cost to the Town to dispose of some items—such as television sets—has increased, so that cost is being passed on to the consumer. Mr. Edwards asked how recent changes at the Transfer Station are working out.

Mr. Gore advised the Town is making money on recycled cardboard. The biggest savings is in hauling fees, as we are now hauling much of our own material. Rather than seeing an increase in revenue, we will see a reduction of expenditures. Mr. Duffy noted that we are once again co-mingling plastics #1 - #7 (except for black). Mr. Gore is looking into a program for disposal of cooking oil and indicated it will not take much time for recent investments to pay for themselves.

Mr. Gore advised that, given the current situation, anything that requires payment of a fee for disposal will go through the scale house, which will be manned. There will also be a man on the backhoe and a man at the compactors. The office will be closed to the public as the staff works to keep distance from the public. Mr. Duffy, speaking to the public watching, asked for help in keeping the flow moving along by separating recyclables *before* getting to the Transfer Station, as well as in keeping away from each other while at the facility. Mr. Gore added that disposal of trash will be self-serve for the present in an effort to minimize everyone's exposure. Discussed signage to emphasize this. Mr. Duffy will leave the public hearing open in order to allow the public watching to send in questions/comments via his email (which he posted for the camera).

3. Appointments – None scheduled.

4. Unscheduled Matters/Public Comment – Mr. Duffy again encouraged the public watching to send in comments via his email.

5. Unfinished Business – None scheduled.

6. New Business

a) Sewer Connection Application – The Board reviewed an application for Map 179, Lot 37-2. Mr. Edwards noted that the Planning Board had approved subdivision of this lot, although he is unsure of the owner's plans for the newly created lot. It was noted that the application refers to residential use, 2 toilets, 4 sinks. The applicant would need to come back to the Board if commercial use is to be considered. **Mr. Fifield moved to approve the application for connection at Map 179, Lot 37-2, for residential use to include 2 toilets and 4 sinks. Mr. Edwards seconded the motion, which passed 3-0.**

b) Gafney Library Facility Use Agreement – The Gafney is requesting use of the opera house for August 1, as well as waiver of the relevant fee. **Mr. Edwards moved to approve the request of the Gafney Library to use the opera house on August 1, 2020, and to waive the relevant fee. Mr. Fifield seconded the motion, which passed 3-0.**

c) Septic Pumping Bids – Two bids were received: Lakes Region Septic @ \$0.20/gallon and Rowell's Services @ \$0.26/gallon. Brock Mitchell has reviewed the bids and has recommended that the Board accept the bid from Lakes Region. **Mr. Edwards moved to accept the bid of Lakes Region Septic at \$0.20/gallon. Mr. Fifield seconded the motion, which passed 3-0.**

d) Job Description Assistant Parks & Rec Director – Wayne Robinson provided this proposed job description and recommends the Board accept same.

Mr. Edwards moved to approve the job description for Assistant Parks & Rec Director as presented, and to authorize the Chair to execute same. Mr. Fifield seconded the motion, which passed 3-0.

e) Proposal for Landfill Groundwater Monitoring – Mr. Duffy questioned for how many years the Town will be required to monitor this site. Mr. Scala will determine that and advise.

This proposal is for required monitoring. The cost has increased slightly, as a result of a change in testing requirements. Mr. Edwards moved to accept the proposal of Hydro-Geochemical Solutions as presented and to authorize the Chair to execute same. Mr. Fifield seconded the motion, which passed 3-0.

7. Proposed Capital Reserve Expenditures

a) Town Hall Improvements \$50.99 – This represents the cost for CCS to move computer related equipment into the newly created Finance Office. Mr. Edwards moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.

b) Town Hall Improvements \$1250 – This represents the cost to paint the office housing the Executive Assistant and the mail, etc. Mr. Edwards moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.

8. Correspondence

a) John Kubiczki re: Landfill Groundwater Monitoring – Mr. Kubiczki of Hydro-Geochemical Solutions reports on recent testing. No PFAS were detected in recent sampling above reporting limits.

b) Charter Communications – Charter announces the arrival of Bull Dog Shopping Network!

9. Unscheduled Matters/Public Comment #2

--Mr. Duffy advised he has received no public comment via email regarding revised Schedule A of the Transfer Station Ordinance; therefore, he closed the public hearing at 7:40 p.m. Mr. Duffy moved to approve Schedule A as revised. Mr. Fifield seconded the motion, which passed 3-0.

10. Administrative Matters

a) Town Administrator's Update

--Welcome to Dino Scala, our new Town Administrator! Mr. Scala referred to both the State and Federal Government keeping us abreast of the current situation. Although Town Hall offices are closed to the public, information can be left for/picked up from various departments in the Town Hall Connector lobby. Many vehicle registrations are being done on line and by mail. All were encouraged to call Mr. Scala at 522-6205 x307 with any questions. At this point, Town government is considered essential and will remain open.

--Eversource will be out on an as-necessary basis, but will not be doing regular trimming.

--Mr. Edwards asked whether the 'box' system in the lobby is working. Mr. Scala advised people are using the system. We have had several people knock to come in, and we are helping them as best we can.

b) Membership Appointments

Mr. Fifield moved to re-appoint Randie Fox as an alternate to Parks & Rec for a term through March 2023. Mr. Duffy seconded the motion, which passed 3-0.

Mr. Fifield moved to re-appoint Beth Hayes as a Parks & Rec member for a term through March 2023. Mr. Edwards seconded the motion, which passed 3-0.

Mr. Fifield moved to re-appoint John Crowell as a ZBA member for a term through March 2023. Mr. Edwards seconded the motion, which passed 3-0.

Mr. Fifield moved to re-appoint Nancy Hall as a Heritage Commission member for a term through March 2023. Mr. Edwards seconded the motion, which passed 3-0.

c) Building Permit Releases – None forthcoming.

d) Payment Manifests – Mr. Edwards moved to approve AP #8 in the amount of \$42,428.56, as presented. Mr. Fifield seconded the motion, which passed 3-0.

Mr. Edwards moved to approve PR #7 in the amount of \$80,177.34, as presented. Mr. Fifield seconded the motion, which passed 3-0.

e) Minutes – Mr. Edwards moved to approve the minutes of March 11, 2020, Non Public Session #'s 1,2,3 and 4, as presented. Mr. Duffy seconded the motion, which passed 2-0-1 (Mr. Fifield abstaining).

Mr. Edwards moved to approve the minutes of the March 11, 2020, public session, as presented. Mr. Duffy seconded the motion, which passed 2-0-1 (Mr. Fifield abstaining).

Mr. Duffy moved to approve the minutes of the March 13, 2020, Non Public Session, and to unseal same. Mr. Edwards seconded the motion, which passed 2-0-1 (Mr. Fifield abstaining).

Mr. Edwards moved to approve the minutes of the March 13, 2020, public session, as presented. Mr. Duffy seconded the motion, which passed 2-0-1 (Mr. Fifield abstaining).

f) Selectmen's Work Session

--Mr. Edwards and Brock Mitchell met on site at the Canal Road Bridge with a bridge contractor. His ideas were similar to those voiced by Mr. Edwards previously, with a slight change being use of a crane to put in place a pre-fab, interlocking system. The result is a 'O' impact. This builder has 30-40 years of experience. Mr. Edwards hopes to be ready to meet with the Acton Board of Selectmen in the near future.

--Mr. Edwards suggested that as liaisons, the Board members should take some of the burden off the new Administrator and prepare department head evaluations. Mr. Fifield stressed they should work the Administrator to prepare the evaluations, then share with the TA/Board members for comments.

--Mr. Duffy welcomed Mr. Fifield as the new member of the Board!

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--A brief discussion about possible use during meetings of the screen in the opera house; however, the hardware is mounted in the conference room

Mr. Edwards moved to adjourn at 8:04 p.m. Mr. Fifield seconded the motion, which passed 3-0.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Mark P. Duffy, Chair



Richard C. Edwards



Kenneth G. Fifield