

**Board of Selectmen
September 23, 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 6:16 p.m. **Mr. Duffy 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 3-0, 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 reviewed results of the 2019 salary survey as well as a revised wage chart. No action was taken. **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 3-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 6:58 p.m. During the immediately preceding Non Public Session, the Board reviewed a draft earned time policy for permanent part-time employees. No action was taken. **Mr. Duffy moved to enter Non Public Session under RSA 91-A:3, II (e). Mr. Edwards seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed 3-0, and the Board immediately entered Non Public Session.

The Board returned to public session at 7:01 p.m. **Mr. Duffy moved to seal the minutes of the immediately preceding Non Public Session. Mr. Edwards seconded the motion. Roll call vote: Mr. Fifield – ‘aye’; Mr. Edwards – ‘aye’; Mr. Duffy – ‘aye’.** The motion passed 3-0, and the minutes were sealed. The meeting moved to the Opera House.

Mr. Duffy then led those now present in the Pledge of Allegiance. Those also present included Joe Gore, Transfer Station Manager; Jim Miller and Ted Taylor (videographers).

1. Appointments – None scheduled.

2. Unscheduled Matters/Public Comment #1 – None forthcoming.

3. Unfinished Business

a) Lease of Roll Off Truck – Mr. Scala stated that we cannot purchase the truck at this time, but we can lease it over a period of time while we build up the relevant capital reserve fund in order to purchase it. The Town is saving much money by operating our own truck, and we would like to ensure that we can continue to do so. The cost of the truck, \$164,551.51, would be spread out over a period of 5 years at \$2603/month. At the end of the lease, the Town could purchase the truck for \$41,138; however, it is anticipated that we would pay to purchase the truck prior to the end of the lease period.

Mr. Gore advised he has made 191 trips so far in the past 8 months, estimating each trip costs about \$35. Waste Management would normally charge us \$220/trip; therefore, the savings would more than pay for the lease. Mr. Gore added that we would continue to maintain the existing truck. Mr. Gore advised Mr. Edwards that the Town does not generate revenue from materials hauled by Waste Management.

Mr. Edwards stressed that the cost of fuel, insurance and employees' time must be taken into account when operating our own truck, and suggested such use might not actually be saving the Town that much money. Mr. Gore noted that once we have 2 more CDL licensed employees, we will be able to haul material during regular working hours. Mr. Edwards agreed that use of our own truck would allow us to be more independent; however, it would not be saving a tremendous amount of money.

In response to Mr. Duffy, Mr. Gore stated that a percentage of our lease payments would be applied towards the purchase of the vehicle, which percentage would decrease with every year of the lease. Mr. Duffy questioned whether the lease includes a penalty for early termination. Mr. Scala will determine. Mr. Fifield noted that the Town does not usually lease vehicles; however, we should consider changing that practice as a result of the change in doing business at the Transfer Station.

Mr. Scala advised that currently we have a 'soft hold' on the truck. Mr. Duffy does not have an issue with the lease, but he wants to be sure about any early termination penalty. Brock Mitchell, DPW Director, texted in to Mr. Edwards to advise there are no funds left in the Heavy Equipment CRF and that his search for a used truck has netted zero results. All agreed to continue to appropriate funds in the relevant CRF. **Mr. Edwards moved to authorize Dino A. Scala to execute the lease for the roll-off truck, once he has determined the cost of any penalty for early termination of same. Mr. Fifield seconded the motion, which passed 3-0.**

4. New Business

a) CAI GIS Internet Services Contract Renewal – CAI offers this contract at the same price (\$2400/year), the only change being that it will automatically renew each year. The Town retains the option of cancelling the contract with 30 days' notice. **Mr. Fifield moved to approve the contract with CAI for GIS Internet Services, as presented. Mr. Edwards seconded the motion, which passed 3-0.**

b) Bids for 2013 Ford Taurus – 2 bids were received as follows: Dave Landy @ \$250; Bayridge Motors, Inc. @ \$777. **Mr. Edwards moved to accept the bid of Bayridge Motors, Inc. in the amount of \$777. Mr. Fifield seconded the motion, which passed 3-0.**

5. Proposed Capital Reserve Fund Expenditures

a) Invasive Species ETF \$10,000 – This represents payment to Belleau Lake Property Owners Assoc of the amount approved previously. **Mr. Edwards moved to approve this expenditure as presented. Mr. Fifield seconded the motion, which passed 3-0.**

6. Correspondence

Mr. Duffy read aloud letters received regarding Bonnyman and Towle Farm Roads as follows:

a) Towle Farm Community Corp

b) Janice Bakey

c) Joan Gatto

Mr. Duffy stated that we need to address Bonnyman Road rather than pursue acquiring Towle Farm Road. He also referred to the lake quality possibly being affected by treatment of Route 153 along the lake, as well as by the close proximity of the Province Lake Golf Course. Mr. Edwards advised that the golf course has switched to an organic treatment.

7. Unscheduled Matters/Public Comment #2 – None forthcoming.

8. Administrative Matters

a) Town Administrator's Update

--Mr. Scala advised he attended a site walk of the Gafney Library property regarding their application to ZBA. Planning Board will hear their application on October 1, which Mr. Scala also plans to attend.

--Mr. Scala has met with Wayne Robinson regarding Trick or Treating. NHMA will host a Zoom meeting on this topic next week to include guidelines and suggestions. Mr. Scala and Mr. Robinson agree that trick or treating should still be allowed, as long as guidelines are followed. Information will be gathered from next week's meeting and distributed to the Board by the end of next week. It has been suggested that all surrounding towns hold their events on the same evening.

b) Building Permit Releases – None received.

c) Payment Manifests – Mr. Edwards moved to approve PR #20 in the amount of \$85,340.19. Mr. Fifield seconded the motion, which passed 3-0.

Mr. Edwards moved to approve AP #24 in the amount of \$119,324.69. Mr. Fifield seconded the motion, which passed 3-0.

d) Minutes – Mr. Edwards moved to approve the Non Public minutes Sessions #1 & 2 of September 9, 2020, as presented. Mr. Fifield seconded the motion, which passed 3-0.

Mr. Edwards moved to approve the minutes of the public session of September 9, 2020, as presented. Mr. Fifield seconded the motion, which passed 3-0.

e) Selectmen's Work Session

--Mr. Duffy advised that the Heritage Commission has located hemlock sills for the Cobber's Shop. They also discussed their proposed 2021 budget.

--Mr. Edwards noted that Wayne Robinson, his staff and his volunteers held a very successful car show, featuring over 100 cars. Mr. Edwards also noted that he met with the Acton Board of Selectmen regarding plans for the bridge on Canal Road. He stated the Acton Board is on board with the project. He expects the cost to each town to be around \$100,000. Mr. Edwards will meet with Acton again within the next couple of weeks to supply them with more specific information. He expects a final decision within the next couple of months, with the project to begin in the spring. He did suggest that we may want to purchase material soon in order to avoid an anticipated cost increase next spring.

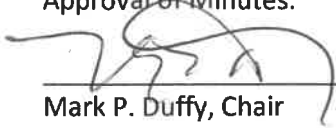
Mr. Edwards moved to adjourn at 8 p.m. Mr. Fifield seconded the motion, which passed 3-0.

Board of Selectmen
September 25, 2020
Page 4

2342

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:



Mark P. Duffy, Chair

Richard C. Edwards



Kenneth G. Fifield