

SELECTMEN'S MEETING
July 8, 2020
6:00pm - ZOOM

1. CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

2. TOWN ADMINISTRATOR WEEKLY UPDATE

- **Election Update** – The Town Administrator thanked the Board for permitting the closure of the Town Hall on the two Wednesday's preceding the election. To date:
 - 300 absentee ballots have gone out
 - Election worker Zoom training has been set up for Sunday evening at 6 pm.
 - There will be a lot of State mandated changes to be taken into consideration (6' rule, sanitizing stations, sanitizing agent cleaning poll area between voters, etc.)
 - The election hall will look a lot different than in previous times.
 - Patience is key, especially with a 3 page Municipal Ballot.
 - Please do not take frustrations out on staff.
- **H Road Cemetery** – The Town Administrator was notified of a Veteran's cemetery stone which suffered major damage. The Cemetery Committee jumped right in (even though they are not currently meeting) to have the stone repaired.
- **Pre Audit Completed** – The Treasurer has completed the pre audit via electronically. The actual audit will also be scheduled to be performed remotely.
- **Guardrails – H Road** – The Town Administrator reported that Road Commissioner Will Langley is working with the company who installed said guardrails and will meet with them the next time they are in the area.
- **CMP Work Schedule** – The Town Administrator notified the Board and public that CMP will be working in the Acton/Shapleigh area over the next 6 weeks to replace poles.
- **Non compliance Governor's Order** – The Town has received numerous calls from residents regarding complaints about businesses not conforming to the Governor's orders. The Board of Selectmen have no jurisdiction or authority. The State has provided a link on their website for people to report noncompliance; the Sherriff's Department also has authority to receive and deal with these issues.
- **COVID family** – The Town Administrator thanked all who responded to help local family with COVID. The responses have been overwhelming. Currently assistance is being provided with hot meals, groceries all of which the Fire Department is delivering. Again, THANK YOU all!
- **Computer Available at School-** Mike Corey and the School have worked together to provide an additional lap top if needed for use in doing Committee meetings via Zoom. The Town Administrator can set it up in the Library or Election Hall to be used.

3. WARRANTS/BILLS - Signed

4. APPROVAL OF AGENDA

A motion was made by Selectmen David Winchell to approve the agenda as written; seconded by Selectmen Kimberly Stacey-Horn. No discussion. All in favor.

5. MINUTES OF LAST MEETING

A motion was made by Selectmen Kimberly Stacey-Horn to approve the minutes from July 1, 2020; seconded by Selectmen David Winchell. No discussion. All in favor.

6. DEPARTMENT HEAD / COMMITTEE CHAIR UPDATES

A. Transfer Station Robert Mann

- Town Administrator read aloud email received from Cory Long regarding the Transfer Station and the amount of traffic on the road waiting to access the facility.
- Robert Mann was invited by the Board to discuss and update them on how business and flow processes were going from he's perspective.
 - The biggest part of the issue was there were long lines.
 - It was the 4th of July holiday whereas, the Transfer Station was closed on Saturday and everyone came on Sunday; Mr. Mann recommended for it to remain open in the future for these types of holidays.
 - Mr. Mann explained to the Board a plan to place cones on the side of the road so that vehicles would not line up on the wrong side of the road.
 - Mr. Mann further explained a backup plan of opening a second dump area to alleviate the strain and long wait.
- The Board asked if this was at all COVID related.
 - Mr. Mann responded that there is an increase in trash and that is probably COVID related as people are staying home more and not eating out at restaurants or going anywhere.
- Discussion ensued. The Board asked if there was a need for more staff, addition of a day to the schedule. Mr. Mann responded no. Mr. Mann also recommended that this is a good exercise to keep in mind for future holidays that might fall on a day the Transfer Station would be closed and rethink how to proceed.
- Discussion ensued on the need to add a road. Road would only be needed if there was a problem with exiting traffic and that is not the problem.
- One other problem resolution discussed was to have the Road Commissioner post caution signs and no parking signs. The Sherriff can enforce the ordinance if posted.

7. OLD BUSINESS

A. Article 43 – The Board of Selectmen invited the Road Committee to participate in tonights Article 43 discussions. In attendance was: Jay Ward, Leslie Berlan and Will Langley.

- The Town Administrator reached out to the attorney for a response regarding whether the most recent annual report was needed. The Response was yes as this was the official list of officers and helped to validate authorizing signatures.
- Statement regarding risk level, "If yes, identify risk level, High, Medium or Low?" was to be removed from application.
- The Treasurer, Michelle Rumney asked that a statement be placed on the application that a completed W-9 was needed before application was complete.
- Discussion turned to the requirement that the forms needed to be submitted and approved before the work was started. Declared state of emergencies and non declared emergencies was discussed; Board of Selectmen will review each situation as they arise. Those detrimental to the lake will be put on the priority list.
- The Town Administrator read out email received from Arnie regarding Town Meeting's vote on Article 43. Selectmen David Winchell responded that application

parameters were set after Town meeting and not a part of the vote. The Board of Selectmen are making the needed and recommended changes to move this application process forward.

- The Board of Selectmen would like to receive the Road Committees' recommendation; this item will be on next week's agenda to vote on.

8. NEW BUSINESS

A. Abatement

The Town Administrator presented Map/Lot 223-004 abatement of \$63.26 to the Board; the original tax bill went to the wrong person. Selectmen Ed Walsh read aloud abatement.

A motion was made by Selectmen Kimberly Stacey-Horn to grant the abatement of \$63.26 on Map/Lot 223-004; seconded by Selectmen David Winchell. No discussion. All in favor.

B. Appointments

The Town Administrator presented the following appointments through the end of the month (July 31, 2020) to the Board of Selectmen for the upcoming elections:

- Gail Boisvert – Ballot Clerk
- Sue Walsh – Ballot Clerk
- Shylean Gauveau – Ballot Clerk
- Louise Jackson – Ballot Clerk
- Deborah Lowry – Ballot Clerk
- Daniel Krampetz – Ballot Clerk

A motion was made by Selectmen Kimberly Stacey-Horn to appoint Gail Boisvert, Sue Walsh, Shylean Gauveau, Louise Jackson, Deborah Lowry and Daniel Krampetz as Ballot Clerk until July 31, 2020; seconded by Selectmen David Winchell. No discussion. All in favor.

C. Crespi Letter

The Town Administrator informed the Board of Selectmen that she had received a Freedom of Information Request (FOI) from Charles Crespi which she forwarded to Code Enforcement to act upon and the Board for review. The Town Administrator wanted the Board to know that the Planning Board is meeting weekly and these requests come in and there is not much time to process them. The parameters state up to 7 days to act upon but these are needed quicker than that if they are to be useful for the next meeting. Mr. Crespi has also complained that he gets them too late to review prior to meetings.

Discussion ensued.

Mr. Crespi invited the Board and anyone else who is interested to come take a glass bottom boat ride and see the effects of the sediment on the lake bottom. The Board reminded Mr. Crespi that they had no jurisdiction and these issues were in the Planning Board hands and the last step of the process if not satisfied is the Zoning Board of Appeals.

The Board did ask that FOI requests needed for Planning Board meetings be issued by 5 pm on Wednesday so there is 24 hours available to review. The Planning Board Chairwoman Joyce Bakshi indicated this weekly schedule will lighten in a few weeks as they hope to be back on a two

week schedule by July 23, 2020. The Board has been playing catch up from lost time during COVID-19 shutdown and everyone is trying their best; she appreciates all the work and concerns. The Town Administrator will follow up first thing tomorrow on setting FOI timing with Code Enforcement.

9. PUBLIC COMMENT: None

10. ANNOUNCEMENTS:

11. MEMBERS PRESENT

Selectmen Ed Walsh, Kimberly Selectmen Stacey-Horn, Selectmen David Winchell, Treasurer Michelle Rumney, and Town Administrator Jennifer Roux.

12. ATTENDANCE (screen names as designated on Zoom)

Dan Krampetz, Rollin's iPad, iPhone, Robert Mann, Charlescrespi, Richard, Nancy, Nancy Ruma, Deb Anderson, Arnie, leslie Berlan, joyce Bakshi, Jay Ward, David, John Crepi, Amy's iPhone, iPhone, iPad (4), Dan Drisko (Me), ntap, eyetired, Ben Plante, Will Langley, SA, Tom Lynch, Susan Meehan, Rick Smith, Sherri/Brian Garvey.