

BOARD OF SELECTMEN
Tuesday, April 2, 2024
Meeting Minutes

CALL TO ORDER: The meeting was called to order at 5:40pm by Chairman Diane Beijer.

Present: Chairman Diane Beijer; Vice Chairman Gary Madden; Member Robb Ellis; Member Edward Tasker; Member Priscilla Tiede; Town Administrator Karen Montgomery; Recording Secretary MaryJane Dascoli.

PLEDGE OF ALLEGIANCE: Everyone present participated in the Pledge of Allegiance.

AGENDA REVIEW: The Town Administrator ratified the vote to prepare the retroactive checks for non-union employees. D. Beijer, P. Tiede and R. Ellis voted yes. The Board discussed the upcoming snowstorm and unanimously decided to give the Town Administrator the authority to close the Town Hall for the day if she felt it was necessary.

ACTION ITEMS: Vice Chair Madden made a motion to accept the minutes of the March 26, 2024 meeting, seconded by Member Ellis and passing with the following votes: Chairman Beijer, yes; Vice Chair Madden, yes; Member Ellis, yes; Member Tasker, yes; Member Tiede, yes. The Payroll and Manifest; one Report of Excavation; one Current Use Application; and a Termination of Grant letter relative to the Parks and Recreation were all approved and signed.

NEW BUSINESS: The Building Department Permit Report for March was reviewed and the EMD CERT Workshop was discussed.

INFORMATIONAL ITEMS: It was noted that Gail McCullough, Coordinator for Parks and Recreation Committee filled 1,500 brightly colored plastic eggs and hid them in/on the trails with the help of Ben Tedcastle at the Park. P & R then held an Easter Egg Hunt at the Park for many youngsters to participate in. It was reported that a goodtime was had by all.

APPOINTMENTS: 5:40pm Dept. Head Meeting

Jessie Fifield, Town Clerk addressed the Board first, informing them that next Wednesday is the Spring Conference that her and the Clerk's will be attending. She said she is having a hard time with Clerk Works, one of the Programs she is using. It is old and outdated and Avitar has a module that can do the same work. Chairman Beijer said she would like to look at the contract and see if they can opt out. Jessie stated she bought locks to secure the "Election Trailer" parked outside in front of the Jail. And she ordered a door handle lock for the room located upstairs in the Town Hall where she stores election information & equipment. The Town Clerk questioned the \$1.00 fee for EB to Gov transactions and where that money goes. The Town Administrator explained that \$1.00 fee goes to general fund (or revenue line) and used to offset tax rate. Jessie thought it should go back to the expenditure line in her budget and TA Montgomery explained that whatever figure she submitted with her budget for the year should cover the expenses. Jessie

was concerned that she might go over on that line and TA Montgomery stated that the Board can move funds from other lines in her budget if that should occur.

Paul Poirier, Police Chief spoke next and handed out a detailed summary of what the Police Department is/has been doing since January 1st. (See summary included) Member Ellis made a motion to bring the Tahoe to White's Farm for sale, seconded by Member Tiede and passing with the following votes: Chairman Beijer, yes; Vice Chair Madden, yes; Member Ellis, yes; Member Tasker, yes; Member Tiede, yes. It was noted, the proceeds from the vehicle sale will go back into the P.D. vehicle repair line item.

The K9 Vehicle Unit was discussed next and has an estimated cost of repairs at \$6,349.00. The balance in two police accounts for this purpose is \$3,600.00; leaving an estimated balance of \$2,749.00 needed to complete the project, less if the vehicle sells at White's Farm. R. Ellis asked if other equipment from the Tahoe could fit into any existing vehicles and the Chief told him there was not, except that they would keep the lights. Member Tiede made a motion to move the equipment and cage from the Tahoe into the 2018 Ford vehicle, seconded by Member Ellis and passing with the following votes: Chairman Beijer, yes; Vice Chair Madden, yes; Member Ellis, yes; Member Tasker, yes; Member Tiede, yes. Chief Poirier announced that Sgt. Cole handed out Easter candy during her shift and everyone was thankful.

Wellington Bartels, Deputy Fire Chief addressed the Board next. He discussed staffing, vacancies, and an upcoming Emergency Vehicle Operator's Course the Fire Chief ordered all employees to attend. The new Ladder/Pumper truck was discussed; the old Ladder truck will be taken out of service and given back to the Association. He added, there is a generator at Station 1 that hasn't had maintenance in three (3) years but is running now. He will get some quotes for repairs. Chairman Beijer asked about the "Warming Center" and if it was opened; Deputy Chief Bartels said the E.M. Director was in charge of that.

Cisterns were discussed; they need a little maintenance done to them. P. Tiede inquired if the Highway Dept. could do that and TA Montgomery replied that it was always the Fire Rescue that took care of that and there's money in the Cistern Fund for that. She added that the Highway Dept. has way too much on their plates now. Calls for service and the need for Paramedics vs AEMT's were discussed. AEMT's have almost the same scope of authority as Paramedics these days due to the lack of EMS workers.

Tim Robbins, Emergency Management Director (EMD) spoke to the Board next; reiterating that the generator at Station 1 was fixed. If necessary, with the pending storm, he will open a warming center at the Parade Station. The power companies have brought in extra people to help out with the storm. He said he will be meeting with the Deputy EMD and he could not find the Mitigation Plan or the Resource listing. TA Montgomery stated it was still awaiting approval at the State level. He mentioned that the current laptop is antiquated and doesn't function well and could use a newer laptop if we have one. Chairman Beijer said there are funds in the Capital Reserve Account for that reason. Member Ellis said we should get a quote from Block 5 for an

EMD computer. The need for an Emergency Operations Plan table top training session was discussed. TA Montgomery commented that the exercise is vital so everyone knows the chain of command and their roles. Tim said the Homeland Security Partners have re-organized and he will be meeting with them later in April. Tim expressed the need for Polo shirts regarding his position and the Deputy EMD. The Board was polled and three of the five members were in favor to authorize Polo shirts be ordered; Chairman Beijer, Vice Chair Madden and Member Tiede. Tim stated he will be here for the duration of the storm plus more if needed in case power outages or other emergencies are reported.

The C.E.R.T. Workshop was discussed and the advantages of having people trained in this program. If Tim is certified in "Train the Trainer", then he can teach others. He stated that the program is free but wasn't sure about the liability on the Town. Member Ellis made a motion for Tim Robbins, E.M. Director, to attend the "Program Manager Workshop" relative to C.E.R.T., seconded by Vice Chair Madden and passing with the following votes: Chairman Beijer, yes; Vice Chair Madden, yes; Member Ellis, yes; Member Tasker, yes; Member Tiede, yes. Tim also mentioned other classes such as Incident Command for Government Officials and Safety Awareness.

PUBLIC INPUT: Public input was opened at 7:00 pm and as there was no public in attendance, it was closed at 7:01 pm.

NON-PUBLIC: A motion was made by Member Tiede to go into non-public session per RSA 91-A:3 II (c) at 7:01pm, seconded by Member Ellis and passing with the following votes: Chairman Beijer, yes; Vice Chair Madden, yes; Member Ellis, yes; Member Tasker, yes; Member Tiede, yes. The Board came out of Non-Public Session at 7:17pm.

NON-PUBLIC: A motion was made by Member Tiede to go back into non-public session per RSA 91-A:3 II (c) at 7:18pm, seconded by Member Ellis and passing with the following votes: Chairman Beijer, yes; Vice Chair Madden, yes; Member Ellis, yes; Member Tasker, yes; Member Tiede, yes. The Board came out of Non-Public Session at 7:35pm and on a motion made by Member Tasker to seal the minutes, seconded by Member Tiede, the motion passed with the following votes: Chairman Beijer, yes; Vice Chair Madden, yes; Member Ellis, yes; Member Tasker, yes; Member Tiede, yes.

ADJOURNMENT: A motion was made by Member Tiede to adjourn the meeting at 7:36pm, seconded by Vice Chair Madden and passing with the following votes: Chairman Beijer, yes; Vice Chair Madden, yes; Member Ellis, yes; Member Tasker, yes; Member Tiede, yes.

Respectfully submitted,

MaryJane Dascoli
Recording Secretary

Chairman Diane Beijer

Vice-Chair Gary Madden

Robb Ellis

Edward Tasker

Priscilla Tiede

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