

**BOARD OF SELECTMEN**  
**Tuesday, August 17, 2021**  
**Meeting Minutes**

**CALL TO ORDER:** Chairman Beijer called the meeting to order at 5:05 p.m.

Present: Diane Beijer, Chairman, Richard Therrien, Vice Chair, Gary Madden, Paula Penny, Ed Tasker, Karen Montgomery, Town Administrator, Andrew Horohov, Recording Secretary. There was one member of the public in attendance.

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

**Agenda Review:** The Board revisited Covid 19 procedures. D. Beijer says they looked at surrounding towns and even though the numbers are low right now, they are starting to shift. D. Beijer says they have continued six foot distancing, offering masks for people who want to wear them and hand sanitizer D. Beijer asks if the Board wants to revisit this again in two weeks. G. Madden says they should keep an eye on in case something happens in the next two weeks. P. Penny agrees. R. Therrien asks about the material they use for spraying and cleaning. W. Santos says he ordered 4 gallons which is enough for a long time since it is concentrated. R. Therrien says they discussed talking about having town hall sprayed at least once a week. K. Montgomery says she spoke to T. Robins and he came and sprayed town hall and doesn't know if he does it weekly or as needed. R. Therrien says the problem is that they don't know who's in town hall. K. Montgomery says a group needs permission to have a meeting in town hall and they clean town hall twice a week.

**APPROVAL OF MINUTES:** The Board reviewed and approved the minutes of August 3, 2021 on a motion made by G. Madden and seconded by P. Penny. D. Beijer, yes; R. Therrien, yes; G. Madden, yes; P. Penney, yes; and E. Tasker, abstained.

**NEW BUSINESS:**

**A) Monthly Building Inspector Report**

**B) Code Enforcement Letter**

**C) Bank Account Opening:** K. Montgomery explains the two accounts are for the flag memorial donations for the PD, and the other for the Fire Rescue for large animal rescue. K. Montgomery says people are still donating for the memorial and once the PD account is empty, it will be closed. R. Therrien asks who has access to the accounts. K. Montgomery says only the Treasurer and the Board has to approve any spending. E. Tasker says he would like the Town Administrator or deputy treasurer to approve any spending. K. Montgomery says there is no deputy treasurer and Board or Chairman has to be the one assigned. The Board agrees to the Chairman being assigned.

**ACTION ITEMS:** The Board reviewed and signed the following items: Payroll & Manifest, Deeds, and Leave Request. K. Montgomery reports that the two properties that the tax collector had to deed were signed last week and it should be ratified. The Board unanimously ratifies that they signed the deeds.

**INFORMATIONAL ITEMS:** The Board reviewed miscellaneous items. D. Beijer says the new website is up and running. D. Beijer says they should recognize D. Adjutant for volunteering to run the

website for many years. P. Penny says the Police Department ran their ice cream truck on Saturday. P. Penny says she thinks it was a very successful and worthwhile event.

**APPOINTMENTS:** Emergency Management Director W. Santos meets with the Board to discuss the draft Emergency Operations Plan and says the base plan hasn't had a lot of changes and this is a working document. W. Santos says what changed is they moved from what used to be emergency support functions and moved that to a department structure that lists what department has what functions and has a checklist for that. W. Santos says a lifeline guide was created and it tells them what they need based on the disaster and what the departments need as well. W. Santos says the state ran out of money before they looked at the grant for the generator at the school so that was pushed back to next year. W. Santos says the states responses to the pandemic led to the application being pushed back. W. Santos says they continued to retain the regional shelter at the high school as well. G. Madden asks if all the departments have this plan. W. Santos says all the department heads worked on this and they can ask for access. W. Santos says there is grant money for training and exercises so he hopes they can do that and have departments go through exercises. D. Beijer asks if making the elementary school is a day by day shelter and one of the issues they had with the school is not having shower facilities and asks if there are levels of shelters. W. Santos says they should provide showers and that is a weakness of the school and when they develop a plan, they have to find an accommodation for that. W. Santos says they could use portable showers depending on the season as well. W. Santos says always have the regional shelter to fall back to if they need to. W. Santos says he appreciates all the cooperation of all the departments.

D. Beijer says they can review it for a week and then make a decision then to sign it or not. E. Tasker motions that the Town of Barnstead adopts the new Emergency Management Plan as presented. G. Madden seconds. D. Beijer says if there are any changes, she is not sure how they will handle it. K. Montgomery says they already have an emergency operations plan in place, they're just updating the old one and that one will still be in place. W. Santos says they don't have to update their plan, but as things change, there are improvements. D. Beijer says they will be reviewing it and signing it on next Tuesday. E. Tasker withdraws his motion. R. Therrien says what he sees right now is fine but wants to see the rest of the plan as well. W. Santos says at the end of the month, he has to submit his final report and the contractor will submit his invoice and they have to process the payment so they can close out the grant. K. Montgomery reminds him that they office needs all the documents to maintain retention requirements. D. Beijer asks where they are regarding FEMA and the rain storm. W. Santos says it's still in the process right now. The Board thanks W. Santos for his work.

The Board next meets with Road Agent, G. Drew who reports that they will start reclaiming on Thursday morning on North Barnstead Road. G. Drew says they are bringing a pad foot roller without an operator so they will use on of their own guys to save on money. R. Therrien asks when they are paving and G. Drew says two weeks after, maybe sooner. G. Drew says his guys having been doing culverts right now and once the reclaiming is done, they will start on rolling, compaction tests and then pave. E. Tasker asks if driveway culverts are being replaced. G. Drew says none on North Barnstead needs to be replaced. E. Tasker says Parade Hill needs some. G. Drew says they know and they have to notify the landowners as well. E. Tasker says if G. Drew's crew has time, a patch can be done on Parade Hill. G. Drew says he will do a quick overlay. R. Therrien inquires about Holmes Road and K. Montgomery says they will still do the base. G. Madden asks if the pad foot roller number includes the operator or not. G. Drew says it probably includes the operator so they will save money on that. D. Beijer asks if they had a chance to speak with the paving company on the delays. G. Drew says yes and the rain held them up so they couldn't work. D. Beijer says she understands that but we are being penalized for something we couldn't control. G. Drew says he was told Barnstead wasn't put behind

anyone else and that only the weather held them up. D. Beijer says next year, they should look at this so this problem doesn't happen again. G. Drew says they could have a clause put in. R. Therrien says this happened last year with Wolcott as well. D. Beijer says it doesn't matter what company it is, they have to protect the town. G. Madden says they never gave them a specific date on when the work would be done. G. Drew says he will do his best to get them in before the first of September. G. Drew says they moved the reclaim date up after he spoke to them. D. Beijer says they should make sure this doesn't happen again for next year. G. Madden says they have to have exceptions as well. D. Beijer says there are always exceptions but it's not the tax payer's fault that it rained. G. Madden asks if everything that is going to be topped is crack sealed. G. Drew says yes and they just have to run a sweeper over it a day before and then they will put the mix to it.

E. Tasker gives kudos to whoever is doing the ditching and G. Drew says it was Dan. G. Drew says Coles Ledge had a lot of work done and that E. Tasker will be amazed. G. Drew says a property owner on that road had water run on their lawn which left a lot of debris on there and that DES needs to be involved as well. P. Penny asks if the town is responsible for cleaning that up. G. Drew says he doesn't know. G. Drew says now they put swails on that road so this problem won't happen again. G. Drew says because it was a class 6 road, this was a big mess. D. Beijer says they might need to contact DES. K. Montgomery says when someone files an intent to cut, the state forester shows up and makes sure everything is correct. K. Montgomery says they can't spend any money on class 6 roads. G. Drew says he spoke to the logger who worked on that road and he assured him that the water won't come down. R. Therrien asks how long ago that was and G. Drew says a year ago. E. Tasker asks if the logger is local. G. Drew says yes, not in this town but local.

G. Drew reports that the steering box in Truck 18, let go. G. Drew says they located a steer kit but found out now the input shaft and output shaft is worn severely. G. Drew says they can't locate a box and the chance of finding one is slim to none. G. Drew says he can buy a six wheeler for \$23,000 and if they can pull a trade, they should do it now. G. Drew says finding parts now is difficult. K. Montgomery asks if the shaft could be made. G. Drew says the shaft is specially made. E. Tasker asks if G. Drew is convinced they can get a replacement for \$23,000. G. Drew says yes. E. Tasker asks what year the truck is. G. Drew says 2009. G. Drew says it's getting hard to find parts for old trucks. G. Drew says they have the turbos for truck 2 and was later told the issue might not be the turbos. G. Madden asks when they will find out the issue. G. Drew says he'll get a call tomorrow. D. Beijer says she reached out to the head of New Hampshire military surplus and he stated that the state is only 50% complete with the audit and that nothing can move until the audit is done. D. Beijer says they have a rough date of September 30<sup>th</sup> right now. K. Montgomery says she talked to B. Haynes and asked him if he can see what classification they fall under and he said he will get back to her later. The Board thanks G. Drew.

**PUBLIC INPUT:** D. Beijer opened Public Input at 6:08 p.m. Seeing as there was none, D. Beijer closed Public Input at 6:09 p.m.

**NON-PUBLIC:** On a motion made by E. Tasker and seconded by P. Penny to go into non-public session at 6:10 p.m. per RSA: 91-A:3 II (a) the Board voted; D. Beijer, yes; R. Therrien, yes; G. Madden, yes; P. Penny, yes; and E. Tasker, yes. The Board came out of non-public session at 6:35 p.m.

**ADJOURNMENT:** On a motion by P. Penney, seconded by E. Tasker, the Board unanimously voted to adjourn the meeting at 6:40 p.m.

Respectfully submitted,

Andrew Horohov, Recording Secretary

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D. Beijer, Chairman

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R. Therrien, Vice-Chair

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E. Tasker

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G. Madden

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P. Penny