

MINUTES

**SELECTMEN'S MEETING
TOWN HALL**

**Tuesday, July 6, 2021
6:30 PM**

ATTENDEES:

Leon Rideout, Selectman Shane Beattie, Selectman Troy Merner, Selectman
Town Manager, Benjamin Gaetjens-Oleson Charity Baker Michael Nadeau
Department Heads Members of the public Phlume Media

The meeting was called to order at 6:30 p.m. by Selectman Leon Rideout.

PLEDGE OF ALLEGIANCE

DEPARTMENT HEAD UPDATES:

Ben mentioned Transfer Station Supervisor Brian Patnoe is not able to make it as he is shorthanded while an employee is on vacation and the transfer station is open until 7 p.m. on Tuesdays.

Water/Wastewater Supervisor Timmy Bilodeau reported the contractor for the upgrades at the water plant is having trouble getting materials, so that project needs to be tabled. Hopefully it will be completed by the end of the year. The department is stabilizing the manholes along Knecht's field. They are in bad shape and we are probably not going to get another 20 years out of them. The radio readers are still on hold due to the microchip shortage.

Highway Foreman Tim Brown reported the department is grading and adding chloride to the roads. They are also changing culverts and fixing the spring mud spots. The roadside mower will be here in 2 weeks.

Ben mentioned the Town is slated to receive \$340,000 through the new stimulus money the ARPA funds. Ben, Tim and Timmy sat down last week to discuss. Several things that qualify for that money is water & sewer infrastructure. They are going to work on ideas, budgets and projects to spend that money on.

Leon complimented the Highway crew for the job they did this year on Causeway Street. They did something different which has helped with the dust they struggle with every year.

OLD BUSINESS:

- Review and approval of the June 21, 2021 & June 28, 2021 meeting minutes.

Motion made by Shane and seconded by Troy to accept the June 21, 2021 meeting minutes. All in favor. Motion carried.

Motion made by Shane and seconded by Troy to accept the June 28, 2021 meeting minutes. All in favor. Motion carried.

- Timber Tax Warrant was signed for John Brooks, Jr, Tax Map R10, Lot 077 for \$29.17
- Ben wanted to follow up on a question from previous meeting regarding the purchase of the pickup truck for the highway department. Alan Savage mentioned at that meeting a vote was not taken to award the bid for the truck. Ben stated it was his fault, he lost track of where in the process they were at. The process began with his predecessor.

Ben reviewed the quotes –

- St. J Chrysler, Dodge, Jeep, Ram quoted \$56,451 w/warranty
- Berlin City Ford quoted \$62,556 w/warranty
- Crosstown Motors quoted \$62,792 w/warranty
- North Country Ford quoted \$65,792 w/warranty

Vehicle chosen was the Dodge from St. J CDJR which was the lowest price.

Motion made by Troy and seconded by Shane to purchase the Dodge from St. J CDJR. All in favor. Motion carried.

Ben mentioned he will have a purchase & procurement policy for the board to review at the next meeting.

- Ben followed up on Rob’s question at last meeting regarding the process in which the Town’s bills are paid. Ben reviewed the process. There was discussion about the bill paying process and how it all connects with the budget and auditing process.
- Ben submitted his letter of resignation as a Library Trustee effective August 1, 2021.
- The remaining Library Trustees submitted a recommendation for his replacement which was voted on at their previous meeting. The trustees recommend Jay Dugan-Henriksen for appointment by the board. Leon asked if the open position was advertised. It was reported that the Trustees reached out to several individuals that showed interest in the past to see if they were still interested. Jay still had interest in becoming a trustee. Ben mentioned the remaining trustees did not advertise in the paper.

Motion made by Troy and seconded by Shane to appoint Jay Dugan-Henriksen as Library Trustee to complete Benjamin Gaetjens-Oleson’s term. That term is due for election in 2023. All in favor. Motion carried.

Ben mentioned the Town received a 91A request from MuckRock asking for 20 years of budget and employee information for the police department. It was basically a survey on how the community responds to these requests. Ben submitted the request to Town Attorney Jon Frizzell for his review. Attorney Frizzell asked if the town has a policy to seek reimbursement regarding 91A requests and supplied Ben with a sample of a reimbursement policy. Ben distributed the sample policy for the board to review. The policy suggested charging \$.50 per copy. There was discussion regarding what the fee for copies should be for 91A requests.

Motion made by Troy and seconded by Shane to set the cost for copies at \$1 per page for a printed or electronic copy. All in favor. Motion carried.

Lancaster Conservation Commission Chair Rachel Stewart was present and asked to address the board of a few items.

1. At the last Conservation Commission meeting on June 14, 2021, the members voted to recommend the board appoint Linda Gilmore as clerk of the Commission.

Motion made by Troy and seconded by Shane to appoint Linda Gilmore as the clerk of the Lancaster Conservation Commission. All in favor. Motion carried.

2. She wanted to let the board know that the Conservation Commission is hosting a meeting at the Welcome Center on August 9, 2021 at 5:30 p.m. to present the Natural Resource Inventory that was created regarding the Town’s wetlands, water sources, forests, etc. The Commission is trying to get as many representatives from town boards as possible to attend.
3. Rachel mentioned the board was given a report which laid out the actions taken by the Commission regarding NHDES wetlands permitting process and the Eversource D142 permit. Leon asked if there were any major concerns with the D142 line rebuild. She mentioned there are several concerns that they flagged for the contractors and subcontracts.

Troy mentioned last Thursday the committee that was created to discuss the Town of Carroll leaving the SAU36 school district was officially dissolved. The printed report should be out soon. He reviewed several highlights of the report. He did mention they do have a right to appeal but he doesn’t think it will go far.

Rob asked if the pickup truck that is being purchased was the one that was in last year’s warrant. Leon believes it is the one that voted on at town meeting. Rob mentioned it seems the vehicle ordered is not according to the specifications listed in the warrant article.

Rob challenged the board regarding noticing the meetings. There was much discussion as to what is proper noticing of a meeting. It is the opinion of the board that noticing is being adhered to.

INFORMATION:

- NHDES letter to Whitefield Clerk regarding the D142 Transmission line rebuild project
- NHDES letter to Portland Pipeline regarding Wetland File #2021-00299 Tax Map R09, Lot 66

Respectfully submitted,

Charity M. Baker

Board of Selectmen Date: _____

Leon Rideout

Shane Beattie

Troy Merner