

Board of Selectmen
Minutes December 22, 2020

Convened at 6:00 pm

Present: Andrew Artimovich, Chair
William Faria
Ken Christiansen
Phyllis Thompson
Robert Mantegari

Faria called the meeting to order. The board opened the meeting with the Pledge of Allegiance.

Artimovich will be attending remotely and all votes will be done by roll call.

The Board met and reviewed payroll, accounts payable and signed the register. There were no recreation checks this week.

Joyce Gallant was in to present the weekly Treasurer's report. Please see last page to view report.

Kip Kaiser, Building Inspector, had the following building permits to be approved this week:

- Todd Bradsher, 264 Pickpocket Road, electrical permit: signed by Board.

Mantegari made a motion, 2nd by Christiansen to approve the public minutes of 12/15/2020 as written. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

Mantegari made a motion, 2nd by Faria to approve the nonpublic minutes of 12/15/2020 as written. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

Mantegari made a motion, 2nd by Thompson to accept Wilson Way as a town road per the planning board's recommendation. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

Christiansen made a motion, 2nd by Mantegari to release the letter of credit of \$35,471.37 for Rivers Edge, LLC (Wilson Way) due to the project being substantially complete per the planning board's recommendation. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

Christiansen made a motion, 2nd by Thompson to appoint Bob Mantegari as the Health Officer and George "Blue" Kelloway as the Deputy Health Officer for three years. Christiansen –aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries with Mantegari abstaining.

Mantegari made a motion, 2nd by Christiansen to sign an employment contract for Alex Hodosi, part time police officer. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

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Clement said the board voted in favor of continuing some FFCRA (Families First Coronavirus Response Act) last week. She asked if the board would also continue the benefit as it related to remote learners. This is paid leave (2/3 pay) for up to 12 weeks while schools are closed for remote learning. Christiansen made a motion, 2nd by Mantegari to continue to allow for paid leave for remote learning consistent with previous FFCRA guidance. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

Clement said the inclement weather policy states that if the town office is closed, police and fire would be compensated by receiving an additional 8 hours of time off. Clement said the intent was based on a traditional 10 hour work day and receiving time off of 8 hours, similar to a holiday. This was the first storm we have implemented this policy. The question is if an officer or firefighter reports for less than a typical shift, such as 2 or 4 hours how much time should they be compensated. Faria suggested one to one. Christiansen said if we care calling them out, they should still get the 8 hours. Artimovich said it was meant to offset the benefit the town office staff receives if the building closes. He said if they work 4 hours they should get 4 hours up to 8. Mantegari made a motion, 2nd by Thompson to amend the inclement weather policy to state that employees required to work when the town office is closed will be compensated for hours worked up to 8 hours. Mantegari - aye Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries with Christiansen opposed.

Christiansen said the planning board put the engineering consultant out to bid and awarded the contract to TEC. Steve Cummings, the former engineering consultant, has asked if the town would be interested in retaining his services for their needs. Clement said the driving permits are primarily what she would use him for and that was included in the bid through the planning board. Thompson said if it is in the planning board bid, then we should be using that person. Mantegari agreed that it seemed like a duplication of services. Christiansen said this would be for stand-alone projects like Rowell Road. Faria said it will not cost anything to keep him on a retainer. Faria made a motion, 2nd by Christiansen to keep Steve Cummings on a retainer for stand-alone projects. Christiansen –aye, Faria - aye, and Artimovich - aye. The motion carries with Mantegari and Thompson opposed.

Clement said the board approved the use of impact fees for portable lights for the BRC. The quote came back about \$300 higher for each light and included shipping, testing, and training costs that were not included in the original request. Clement said they are further requesting an additional \$3989.94 for a total of \$33,989.94. Christiansen made a motion, 2nd by Artimovich to approve the impact fee total of \$33,989.94 as requested. Christiansen –aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries with Mantegari opposed.

The fire chief is requesting to encumber \$9000 for the town's match in the AFG grant for air packs. Mantegari made a motion, 2nd by Christiansen to encumber \$9000 for air packs. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

The police chief is requesting \$7588 for painting in the police department. This is to paint the "old" section to make it consistent with the renovations. Kaiser has received 3 bids, reviewed them, and this is the cost he would recommend. Christiansen made a motion, 2nd by Faria to encumber \$7588 for painting the PD. Christiansen –aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries with Mantegari opposed.

The planning board is requesting to encumber \$6000 to contract with the town's planner to update the Capital Improvement Plan. Mantegari made a motion, 2nd by Christiansen to encumber \$6000 for the

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CIP plan. Christiansen –aye, Mantegari - aye Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

Jack Garber, 63 Scrabble Road, is in the process of building an accessory dwelling unit (ADU) on their home. They were not aware there would be an impact fee until the contractor came to get a building permit. He has reviewed the ordinance and said the selectmen have a great deal of discretion to waive the fee, reduce the fee, or accept a payment plan. He would first request the fee be waived as there will be no children in either side and no significant impact. Mantegari said they have not waived a fee entirely but he would propose the reduced rate eliminating the school portion. Mantegari made a motion, 2nd by Christiansen to impose an impact fee of \$3628. Christiansen –aye, Mantegari – aye,, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

At 6:44 pm a motion was made by Mantegari, 2nd by Christiansen to go into nonpublic session per RSA 91-A: 3, II for (a) personnel and (c) reputation. Faria - aye, Christiansen –aye, Mantegari – aye, Thompson - abstain, and Artimovich - aye. The motion carries.

At 7:17 pm a motion was made by Mantegari, 2nd by Christiansen, to come out of nonpublic session and seal the minutes. Faria - aye, Christiansen –aye, Mantegari – aye, Thompson - abstain, and Artimovich - aye. The motion carries.

Chief Ellen Arcieri, Police Chief, said she received authorization to purchase ammunition and pistols last week. She has updated quotes and would like to request to encumber those funds. Further to request \$1200 for TLO software. Christiansen made a motion, 2nd by Mantegari to encumber \$9946 for ammunition, \$7215 for pistols, and \$1200 for TLO for a total of \$18,361. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

The board reviewed the following budgets.

Finance

Christiansen made a motion, 2nd by Thompson to approve the finance budget of \$102,725. Christiansen –aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries with Mantegari opposed.

Benefits

This is the medical, dental, short term disability, and life insurance benefits. Mantegari made a motion, 2nd by Christiansen to approve the benefits budget of \$356,878. Christiansen –aye, Mantegari - aye Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

Clement said the animal control budget was approved at \$6000 at the budget committee last night. Chief Arcieri said she could work within that limit. Mantegari made a motion, 2nd by Christiansen to open the animal control budget. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries. Mantegari made a motion, 2nd by Christiansen to approve the animal control budget of \$6000. Christiansen –aye, Mantegari - aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

Clement said the police budget was reduced to \$882,580. Mantegari made a motion, 2nd by Christiansen to open the police budget. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and

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Artimovich - aye. The motion carries.

Faria asked about the overtime calculation. He said it should be based on an average wage and not on the highest paid person.

Faria asked if the pay matrix began in January. Clement said no, in April and then on the officers anniversary date.

Mantegari made a motion, 2nd by Christiansen to approve the police budget of \$882,580. Christiansen – aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

Clement said the fire budget was reduced by \$0.16. Mantegari made a motion, 2nd by Christiansen to open the fire budget. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries. Mantegari made a motion, 2nd by Christiansen to approve the fire budget of \$531,350. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

At 7:30 pm a motion was made by Mantegari, 2nd by Christiansen to adjourn. Christiansen –aye, Mantegari – aye, Thompson - aye, Faria - aye, and Artimovich - aye. The motion carries.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT

DATE:	12/22/2020		
Citizens General Fund:			
Previous Balance:	53,863.77		
Deposits:	1,113,268.38		
Payroll:	35,682.77	DD: \$34350.16	CK: \$1332.61
FICA:	10,509.30		
to Impact Fees			
A/P: Regular	\$259,357.64	Swasey*: \$205,000	*Via ACH
txfr to ConCom			
void checks	50.00		
From MMA			
TO MMA	840,000.00		
Account Balance:	21,632.44		
Interest Earned YTD:	17.55		
MMA:			
CD's			
Unrestricted Balance:	6,679,867.30		
Total Invested Funds	6,679,867.30		
Interest Earned YTD:	24,691.63		