

APPROVED
BOARD OF SELECTMEN – MEETING MINUTES
August 3, 2021

CALL TO ORDER – Mr. Haverty called the meeting to order at approximately 6:30 pm.

PRESENT: Robert Haverty, Jaie Bergeron, Kevin Cote, Hal Lynde, Douglas Viger,
Brian Demers IT Administrator, Deb Padykula Finance Director

ABSENT: None

PLEDGE OF ALLEGIANCE

Mr. Haverty asked Chief Midgley to lead the Pledge of Allegiance.

MINUTES REVIEW:

July 27, 2021

Mr. Cote asked to amend line 143 to reflect Mr. Haverty, not Mr. Doherty.

No other changes requested.

MOTION: (Viger/Cote) To approve the July 27, 2021 meeting minutes as amended.

VOTE: (4-0-1) Mr. Lynde abstained. The motion carried.

OPEN FORUM:

Laura Spottiswood

Laura Spottiswood (64 Webster Ave.) came forward as a resident and farmers market volunteer. She asked the board to consider exempting farmers market vendors from the Hawkers & Peddlers fees. Ms. Spottiswood explained that the farmers market does not charge the vendors fees to participate and that having to pay Hawkers & Peddlers fees could have a negative impact. She gave an example of two young college students starting their own business or craft that may not have signed up or stayed with the farmers market if there were fees. Ms. Spottiswood explained that it has been amazing the watch these young girls would towards their success. She also explained that farmers may already be except from the Hawkers & Peddlers fees but that their success relies on other vendors at the market. She noted that these are two examples of reason she is asking the board to consider exempting vendors from this ordinance.

ANNOUNCEMENTS:

NOTICE OF PUBLIC HEARING: The Town of Pelham NH Notice of Public Hearing. Legal notice is hereby given that the Board of Selectmen will hold two public hearings, one on Tuesday, August 3 at 6:35 p.m. and one on Tuesday, August 17 at 6:30 p.m. here, Sherburne Hall, 6 Village Green. The hearing is regarding a proposal to update a town ordinance pertaining to the Hawkers & Peddlers Ordinance. The Pelham Board of Selectmen will vote on the acceptance of this ordinance on Tuesday,

51 **August 31, 2021. A copy of the proposed ordinance will be available in the town clerk's office, the**
52 **Board of Selectmen's office and at the town's website at www.pelhamweb.com.**

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55 **APPOINTMENTS:**

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57 **PUBLIC HEARING: Regarding a proposal to update a town ordinance pertaining to the "Hawkers**
58 **& Peddlers Ordinance."**

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60 Chairman Haverty informed the board that they had received a draft of the changes to this ordinance and
61 was looking for feedback.

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63 Mr. Lynde stated that he believed all bases were covered and he noted that he may have a question later on.

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65 Chairman Haverty highlighted the changes reflected in the draft. In section 1, the term farmers market was
66 added. In section 2, the 30-day limit on the permit was removed and it was added that the permit shall
67 remain in force and effect for not more than one (1) calendar year from the date of approval and shall be
68 renewable annually thereafter at a renewal fee of \$50.00. In section 5, the term farmers market was added.
69 In section 6, the 30-day limit was once again removed and it was again added that the permit shall remain
70 in force for one (1) calendar year. In section 10, the 30-day expiration was struck but it was noted that a
71 one-year expiration needed to be added.

72
73 Mr. Cote asked to look back at section 6. He said that that he understands it is talking about a calendar
74 year, but the wording reads that it is in effect for one year from the date of approval.

75
76 Chairman Haverty explained that a calendar year runs with the calendar, from January to December, which
77 Mr. Cote agreed with. He agreed that the wording could be cleaned up. He said that it would be clearer to
78 have it state that the permit would expire on December 31 of the given year.

79
80 Chairman Haverty read section 1 as written and noted he contemplated changing the last sentence from,
81 "This ordinance does not apply to farm stands or farmers markets," to say, "This does not apply to vendors
82 of agricultural goods, as defined in RSA 21:34-a, operating at a farm stand or farmers market, also defined
83 in RSA 21:34-a." He noted that he has been particularly hard on the mobile food units/food trucks being
84 around town and believes that making this change shows that this type of vendor still needs a permit, but
85 agriculturally based vendors don't need anything.

86
87 Mr. Viger noted that the RSA 24:34-a specifically lists what a farmers market needs to consist of (bees,
88 livestock, etc.) and does not define extra vendors such as hot dog trucks, etc. He said he would agree with
89 what Chairman Haverty was proposing.

90
91 Chairman Haverty referred back to the conversation from last weeks' meeting. He referred back to section
92 five of the RSA defining a farmers market and stating "commodities offered for sale must include, but are
93 not limited to, products of agriculture as defined..." He believes that the terms not limited to open it open
94 to people who may want to bring something such as a food truck. Chairman Haverty believes it is important
95 to still regulate vendors such as food trucks, etc.

96
97 Mr. Cote noted that the term farmers market is a special type of event. He believes the state is loose in their
98 guidelines defining it as such as long as there are at least two vendors selling agricultural goods because he
99 thinks they realize that other types of vendors can draw people to these types of events. People that should
100 be getting permits are supposed to be getting permits and we are not regulating the people that do get the

permits. He feels they just pay the permit fee and are no one is regulating them. He believes to say they are now going to be regulated is a misquote.

Chairman Haverty states that the is incorrect and that in order to apply for this type of permit you need to show that you have obtained licensing from the state.

Mr. Cote agreed that the regulation exists at the state level and questions whether or not the ordinance is trying to regulate it twice.

Chairman Haverty said yes. He feels otherwise you will get people showing up to the farmers market with no licensing because the ordinance states that if you're at a farmers market then you don't need licensing. Chairman Haverty says he is trying to prevent someone from selling prepared foods out of a truck from saying that the Pelham Farmers Market isn't going to check on that so they haven't gone to the state and they don't need licensing because they are at a farmers market.

Mr. Cote questioned this arguing the point for vendors at the 4th of July event.

Chairman Haverty stated that these changes aren't only for the farmers market. These changes will cover other town events such as the 4th of July celebration, the concerts on the green, etc.

Mr. Viger noted that with the RSA 24:34-a definition of a farmers market you can't have commercial people such as XYZ Windows saying they are exempt from a Hawkers & Peddlers license because they are selling at a farmers market.

Chairman Haverty noted that per the last meeting, the farmers market organizers will self-police, but he wants to narrow the window. Self-policing works because the subcommittee has a vested interest in having a successful event. Chairman Haverty is trying to maintain the spirit of the farmers market and not having too many barriers to vendors starting up but still need to enforce the state and town regulations.

Mr. Lynde thinks that farmers markets are defined and what they can do by the state and this is broader than just agriculture. He is concerned that by saying just agriculture are people like himself, selling granola, being covered. He thinks the Pelham Farmers Market is strictly following the state limits and the board should try to use these limits as their basis.

Chairman Haverty notes that nothing is prohibiting the town from requiring Hawkers & Peddlers licenses from every vendor. The state gives the town the right to impose the requirement for registration and fees. The state defines farmers markets but the town can impose restrictions. He is looking to adhere to what the town is trying to protect with the ordinance but also adhere to the spirit of a farmers market. Chairman Haverty noted that he understood Mr. Lynde's point and the state's definition of a farmers market probably intended them to be open to other types of vendors but his opinion is the town should care about what type of vendors are there.

This discussion was open for public comment.

Mr. Hershel Nunez (state rep.) came forward to speak. He thanked the board for allowing him to speak and apologized for his absence from town meetings. He stated that he looked online and noted that there are fees imposed by the state and a bond if the vendor is not naturalized. He believes that the town imposing a fee would be double dipping. Mr. Nunez understands the need for food safety and licensing and that by law, vendors must display their state licenses. If a vendor does not have a state license, Mr. Nunez would not allow them to participate. He noted that he is not a fan of regulation and likes less regulations. Mr. Nunez noted that he was a vendor in the old farmers market selling soap. He enjoys knowing that the

farmers markets bring commerce to the town. By coming to the farmers market there is also the opportunity that people will shop at places like Hannaford, convenience stores, etc. If the board is just focusing on food trucks, he stated that they should be able to show their licenses at the farmers market. He believes that additional fees to the town would be overreaching since they are already paying the state. Mr. Nunez understands the exemption to regular vendors at the farmers market and thanks the board for that consideration. He wants it to be as easy as possible for the vendors to build their followers. He also noted he visited the farmers market a few weeks ago and spent way too much money. Mr. Nunez offered to do research if the board needed. He noted again that visitors to the market have a change to double spend in the town and we shouldn't double tax the vendors.

Chairman Haverty thanked Mr. Nunez for his good points.

Ann Fancher (45 Jeremy Hill) came forward stating she attends the farmers market every Saturday. She likes the offering of fresh vegetables and food. She understands the challenge to update the ordinance. Ms. Fancher notes she wouldn't go if too much other stuff was offered besides fruits and vegetables and would be disappointed if the market started to change. She said it's nice that the farmers market is a social place and sees her neighbors every week. She encourages a quick resolution.

Mr. Viger noted that, in his perspective, the board is trying to protect the farmers market and keep out larger commercial people. These large, commercial vendors are the types of vendors that should have regulations such as a Hawkers & Peddlers license, not the farmers market people. Mr. Viger's focus on updating this ordinance is to save the farmers market and put more emphasis of responsibility on the other vendors.

John Spottiswood (64 Webster Ave.) came forward as an alternate on the agricultural commission and a member of the farmers market. He thanked the board for a great discussion a few weeks ago and was appreciative of the opportunity to speak. As a resident, he wants the markets market to succeed and is looking to help the vendors. As someone trying to manage the farmers market, he believes that Hawkers & Peddlers fees could be a hindrance in retaining vendors or bringing in new vendors. He stated that it is a competitive market and some vendors have already been contacted by other markets. Mr. Spottiswood has contacted the state regarding food trucks. Nothing is coming to the farmers market without being checked because the state will come down hard on the market. There is one vendor that the state specifically had to have a license. The farmers market is responsible for making sure the vendors have required licensing. He thanked the board for considering the market exemption.

Mr. Cote stated that he understands what Chairman Haverty's intents are. The farmers market has to follow specific guidelines. He is not disagreeing about the mobile food truck vendors, but the farmers market has to prove and have the licenses on file anyway. He feels the board would be asking them to do double duty. Mr. Cote believes the farmers market can be asked to self-manage following the state guidelines. He is asking to keep the ordinance as the draft states and have some trust.

Mr. Bergeron believes they are heading in the right direction but facing a slippery slope with some of the wording that is being proposed. He thought there would be not as slippery of a slope to leave as is.

Mr. Lynde questioned "leave as is."

Mr. Haverty once again explained the proposed wording change. He said everyone's points were taken. The way the draft is proposed means nobody at the farmers market needs a Hawkers & Peddlers permit and the responsibility falls on those who run the farmers market to keep out the commercial vendors, ensure food truck licensing, etc.

Mr. Bergeron questions whether other events like the 4th of July, etc. would be doing their own policing.

Chairman Haverty stated no. The changes that are being made is does not apply to farmers markets and farm stands and does not touch other events.

Mr. Lynde questioned whether Mr. Cote was okay with the changes as noted when originally drafted and Mr. Cote said yes.

Chairman Haverty said he understood that the proposed change could have adversely affect vendors if it was changed to agricultural operation and might be a little too restrictive

Karen McGlynn (town of Pelham health officer) wanted to comment on permits. She said she is indifferent on the fee but wanted to speak regarding public health. Mr. Viger asked if she was a resident, which she stated she is not. However, Mr. Haverty said she is speaking as the town's health officer. She feels there should be permits for serving good (either paid or simply showing what vendors are serving). If there is some kind of outbreak, the state will look to her to record. Food trucks are inspected and permitted by the state. Ms. McGlynn said that whether a fee is charged or not, the board needs to think long and hard about having no permits at all to show what vendors are serving. There was some discussion with Mr. Cote that he believes the farmers market keeps track of what vendors sell and there is a record/chain through the farmers market. Ms. McGlynn was concerned that there wasn't a chain. Mr. Cote stated that the farmers market organizers are required to hold the licenses of vendors and show the state if requested. Ms. McGlynn stated she believed permits were the only record and as long as there is a record, she is good.

Danielle Masse Quinn (9 Middle Lane) wanted to address the questions for concern. She stated that the sub-committee for the farmers market walks around with a folder for licensing, etc. She said the state could show up at any time and ask for vendors to show the temperature of their fresh, not Market Basket bought chicken eggs and that the market is under strict regulations by the state. The farmers market has a vendor list on file. She thanked the board for considering an exemption for vendors. Ms. Masse Quinn also talked about how the farmers market has taken off well. She said it is bringing the community together. It is also involved with the high school student volunteers and members of FLIP reading stories. She thanked the board for their support.

Chairman Haverty closed the public comments after no one else came forward and stated again that there would be another hearing in two weeks.

Mr. Viger clarified that they were not amending the changes in the ordinance and Chairman Haverty withdrew his recommendation for changes stating it may create an unnecessary hardship on some vendors that are supposed to be covered by the spirit of the farmers market.

Mr. Lynde questioned whether or not they were addressing section 10 or was it okay and Mr. Haverty said working was inadvertently left in about a thirty-day expiration and it should read like the other sections, that it expires 12/31 and can be renewed annually at a cost of \$50.

Mr. Bergeron questioned whether they were leaving it as is except for the wording on expiration.

Chairman Haverty said that the wording needs to be neatened up. The intention is to apply for the permit, and it will be good until December 31, regardless of the application date.

Mr. Cote suggested it read if after review of said application, the board may issue a permit to the application, which permit shall remain in force for the calendar year. Chairman Haverty agreed and asked Mr. Cote to email the wording to town administrator McCarthy, which he agreed.

PANDEMIC UPDATE (Karen McGlynn, health officer):

Ms. McGlynn noted that the town is on an uptick, along with everyone else. There are 99 new cases in New Hampshire today with an average of 107 new cases per day in the last 7 days. This is up 112% from the previous 7 days. New Hampshire is in the moderate category for infection rate per the CDC. There are currently 738 active cases and 28 hospitalizations. New Hampshire is 53% fully vaccinated and 58.5% with one dose of the vaccine. Ms. McGlynn noted the CDC has a great website tool where you can choose a region and see what category they fall into for infection rate. As of today, Pelham has 9 active cases (a decrease from 13 yesterday). In the 7 days, Pelham has been more in the double digits than single for new cases. She noted that the town has a 43% vaccination rate. The CDC has advised that areas with a vaccination rate of under 40% should reinstate mask ordinances for indoors. Ms. McGlynn recommended since Pelham is only 3% above this that there should be more signage recommending masks. She noted that she is unsure what school will look like. She also noted that throughout the country, we are now seeing more children and young adults on vents (as young as 21 months) and that last year we weren't seeing this in children of this age and it's getting aggressive in younger kids.

Mr. Cote questioned her comment on the uptick of cases was because of the Delta variant and was that what she really meant.

Ms. McGlynn said yes. She said 85% of positive cases are now due to the Delta variant in New Hampshire. She is unsure of the number in town but stated the variant is here.

Mr. Cote stated he is having a hard time blaming the Delta variant. He thinks it is more related to people being more social, attending concerts, travel, etc. He thinks we are seeing something with the flu with the kids.

Ms. McGlynn stated that they are seeing an uptick in RSV cases in kids. She then went on to talk about epidemiology and disease control and how as data comes in, we need to readjust to the new data to protect those most vulnerable. She said the Delta variant is more contagious than the chicken pox and the common cold.

Mr. Cote questioned whether or not we're seeing new mutations.

Ms. McGlynn said they are always watching and there's always new mutations, but nothing is as powerful as the Delta variant. She said the push for vaccinations is the only way to get ahead.

Mr. Viger questioned whether she had a percentage of people who were vaccinated plus the people who have had the virus.

Ms. McGlynn said was unaware but after 90 days antibodies are not apparent. She said there are breakthrough cases with those vaccinated, but those people are not being hospitalized and not showing long term COVID effects. Vaccinated people are having runny noses and sore throats. But these people can carry the virus.

Mr. Haverly noted that vaccinated people can carry viral loads equal to those unvaccinated and are equally as contagious.

Ms. McGlynn said there are minute amounts of breakthrough cases, but it can happen.

Mr. Lynde said he was surprised at the 43% of vaccinated people in Pelham. He questioned if the state has a sufficient vaccine supply, which Ms. McGlynn said the state does. Mr. Lynde questioned children under 12 getting the vaccine.

Ms. McGlynn noted that part of the reason Pelham is at 43% vaccination rate is because children under 12 cannot get vaccinated. She explained to Mr. Lynde that it is only approved for those 12 and over.

Chairman Haverty made sure that he understood that Ms. McGlynn wanted the board to consider signage recommending wearing masks and reinforcing social distancing indoors and in town buildings.

Ms. McGlynn said yes because the town is not over the 40% recommendation by the CDC by much. She said the message is already out there recommending masks in crowded areas.

There was some discussion amongst the board about the signage recommendation and whether or not signs had been removed for town hall. They were informed they had been taken down in the town clerk's office. Mr. Cote said he didn't see anything wrong with a PSA regarding the signage suggesting masks. Mr. Haverty stated he felt an ounce of prevention is worth a pound of cure and it was okay to say the town recommends wearing a mask indoors regardless of vaccination status.

Ms. McGlynn said that New Hampshire, Maine and New York are doing the best in the country, but it has been this way and it can change. She said being proactive can help.

Mr. Haverty said he would reach out to Melissa to print some signs and notify all departments.

Ms. McGlynn said he would keep the board posted with developments.

UPDATED REVALUATION PROGRAM (Monica Hurley, town assessor and assessing assistant, Susan):

Monica Hurley is from Corcoran Consulting, the town's contracted assessor since 2007. Ms. Hurley provided handouts of values by name and location. She stated that the town's last full revaluation was done in 2016 and the state requires it every five years. The last partial update to values in town was completed in 2019. Updates are conducted any year when assessments are largely out of like with current market value. The goal is to be as close to market value as possible. The recertification year for Pelham is also 2021. The is required by the NH Department of Revenue and requalifies all exemptions, credits, current use land and charitable and religious properties. Ms. Hurley states that in the last year there have been significant increases in the real estate market. The median sale price in the state has risen to \$500,000, an all-time high as of July 2, 2021. Her firm's sales study ranges from October 1, 2020 through July 19, 2021 and shows a median sale price of a single-family home in Pelham of \$562,00 with a median living area in those sales of 2,274 square feet. In the last 11 days, it has actually risen to \$565,000. The median sale price for a condo in town is \$433,000 with a median living area in those sales of 1,477 square feet. Ms. Hurley has been doing this for 21 years and hasn't seen anything like this in maybe 15 years. This is not unique to Pelham. They are seeing this in Bow, Manchester, Bedford, Merrimack, etc. Bow is seeing a 30 to 35% increase and Merrimack's revaluations reflect a 35% increase in value. The median sale price of a single-family home in town went from \$450,000 in 2019 (the last time they did an update to values) to \$562,000 in 2021 (25% increase). In condos it went from \$374,000 to \$433,000 (a 16% increase). The assessment to value ratio has gone from .84 in Q3 of 2020 to .71 in Q2 of 2021 and then .72 in Q3 of 2021, which is a 19-day snapshot. Sale prices are still projected to increase. It is a moving target to get these revaluations as close to 100% as possible. The state equalization period runs through September 30 so August and September sales still have to come in. Pelham has had 203 qualified sales from October 1,

2020 to July 19, 2021. The overall town wide valuation increase is estimated to be 32% after adjustments to land and building schedules based on those sales. (Single family homes will see an average increase of 34%, condos 38% and commercial properties 15%.) Not all property owners will see the same percentage of increase. This is often due to date corrections, additions or deferred maintenance issues such as needing new roofs, etc.

Mr. Viger confirmed that the town contracts her firm to do revaluations on a yearly basis where they do a portion of the town each year. Monica confirmed that in addition to their general assessing services they do do a cycled inspection process. He then questions whether these general assessments help get closer to the real number in five years so there's not a huge jump. Monica confirmed that is the intent and that the quarterly measure and list saves money because otherwise the town would be spending \$200,00 to \$300,000 to have a company measure every property in town in a four-month period. Mr. Viger also stated that Monica's information proves there is a benefit to contracting her company to do this. Monica also stated that in this fifth year they are not going out and measure and list a quarter of the town because that is already done during the previous four years. The fifth year is reserved for the revaluation, sales analysis, hearings and things of that nature.

Mr. Cote stated that Monica talked about the state requiring the revaluation every five years. He questioned whether the state also requires this if it falls under a certain percentage of the market value. Monica gave the information that it is strongly recommended if the town falls under 90% of assessment to sales ratio or goes above 110% of assessment to sales ratio. She also gave an example that if in a year from now the market tanks and the town is now showing an assessment to sales ratio of 120% then she would give a report to the board recommending doing another update to values but bringing the values down. Mr. Cote noted that Monica presented in 2019 because the town valuations were down to around 85% and then a revaluation was done bringing it up to 98%, noting that from 2019 to the present the assessments have gone from 98% to 72% of market value. Mr. Cote also questioned whether or not Monica knew what percentage of the sales being used were new builds. Monica was unsure but said she could get that information.

Mr. Cote said he needed to ask whether or not her firm does anything with assessed values in the state in regard to workforce housing. He explained that the state has certain requirements for workforce housing, a lot based on income. Monica stated that they work with low to moderate income tax relief programs in which the businesses have to apply and also that they value apartment buildings. She noted that if Mr. Cote was speaking of a special program, then that is not something they do. Mr. Cote explained that the town is facing challenges with state requirements for the town to do certain things in regard to workforce housing. One problem is that last year the state said an affordable housing cost for a house was \$420,000 and that the year before was \$324,000 and that next year will be different. Mr. Cote pointed at that the way the RSAs are written that they're looking at the wrong information. Monica stated that she couldn't help with that and her firm does not work with that type of information.

Mr. Lynde noted that what is going to happen with the increase in assessed value that the tax rate is normally knocked down. He questioned down the road whether or not the town will face a reversal. Monica noted that she didn't have a crystal ball to predict budgets but if all things remain the same that increasing the assessed values should lower the tax rate proportionally and the same vice versa because you are collecting the same amount of money. Mr. Lynde noted that to people a tax rate drop looks good but if the tax rate goes up and people are still paying the same amount, they look at it as taxes have gone up, when in fact their tax bill did not.

Monica went on to state that the board was emailed a preliminary notice of new value. Notices of new values will be mailed out to taxpayers on or around August 13. Normally if taxpayers have questions or want to talk about the new value or how it was arrived at, they are given the opportunity to go in and speak to one of the appraisal staff members. Monica noted that with COVID numbers rising there was hesitation

about offering in person appointments and how it could bring hundreds of people into town in a one-week period. They are suggesting that they offer phone hearings as an alternative (between August 16 and 20). There was a lengthy discussion about this with the board. Mr. Lynde felt it was an okay way to handle questions. Chairman Haverty noted that it could be a challenge to do some of them over the phone but noting that with the times we are in we need to make adjustments. There was some conversation on whether or not Zoom could be an alternative and Monica and Sue noted they would have to look into the logistics and they could try to make it an option. Mr. Bergeron questioned whether or not these could be done in a hybrid way to include offering face to face meetings but encouraging phone calls, noting that some, like the elderly, are not good with technology. Monica mentioned that as a Bedford resident, she received her notice and her town is only offering phone hearings. Monica stated she has no problem with in person meetings but given the times we are she needs to consider her employees and is not comfortable exposing her staff to a large number of people. She said she hadn't pulled the town employees on their feelings but that this would bring a lot of people into town hall.

Mr. Viger questioned the typical reaction to disputes and whether or not it's typically a large amount of people. Monica explained that there will be a big difference in assessments, but they have been doing cycled revaluations and inspections in town since at least 2007 and have they been educating taxpayers. She said most people understand the process. With the size of Pelham, Monica would expect approximately 175 to 200 hearings. Mr. Viger wondered if we can coordinate phone hearings but also deal with people on a case-to-case basis if people are asking for in person hearings. Monica said if people were absolutely insisting on meeting in person she would insist on masks. The hearings are limited to 15 minutes (either in person or on the phone). She noted that taxpayers still have the normal abatement process, but these hearings are just an extra step. Anyone that wants to continue a challenge has from when the time the tax bills are issued until March 1, 2022 to file a normal abatement with her office.

Chairman Haverty felt they need to have a consistent approach, either by phone or in person and that they need to come to a decision and stick with it. Mr. Lynde noted that Monica has to consider her employees and the risks and if people do come in then they must mask and distance. Monica liked the suggestion of offering phone hearings. She noted she is trying to avoid 100 plus in person hearings with no mask mandates. If people are persistent on insisting on in person meetings, Susan would start a list of those people and they could carve out a day or two to have them with masks and distancing requirements. There was discussion on where hearings would be held, if in person, and that additional space would probably be required. Monica once again noted that this is an extra step and that some communities offer nothing other than the normal abatement process. Monica also noted that in the notice people are sent there will be the option to mail in information to be considered and that they will be posting sales spreadsheets on the webpage and people can view of sort those and that her PowerPoint presentation would also be available on the website. Monica stated that taxpayers will have until August 25 to supply information in writing or email. This information may include such this as market analysis they've had done or fee appraisals and this information would be looked at. She noted that after all the hearings a second set of notices would be sent out to those that had hearings letting them know whether or not there was a change. It was settled on phone hearings. However, people that are adamant about in person hearings would be put in touch with Sure and those would be dealt with on a case-to-case basis.

Monica and Sue then explained the assessing department would be requesting an extension of the MS-1 filing that is normally due September 1 and they expected the MS-1 to be completed no later than October 1. After this is complete, the Department of Revenue would finalize the tax rate and the tax bills would go out.

BOS Budge Review:

Senior Center (Ms. Landry, Director of Senior Programs at the Hobbs Community Center presenting)

Ms. Landry noted that the salary increase was merit raises. The administrative support looks bigger because she was a 20-hour employee last year and that this year is for a full year. In speaking with Brian McCarthy, they were going to work with Brian Demers to change the director's line into one line item so it would look a little different. The supplies are staying the same. The telephone has an increase because Comcast's costs were up, a small adjustment. Gas will have to be looked at.

She has an increase under repairs because the bus is getting older and they are dealing with the age and normal wear on the bus and some rust issues. Ms. Landry suggested the BOS should probably look at the future of the bus. It was purchased in 2016 and there's about 45,000 miles on it. With the age of the current bus the body is the problem even though there are a lot of miles left. Ms. Landry stated that when they got this bus, they were looking at putting a certain amount of money into the budget each year to put aside for future bus replacement. She didn't know if the board would be interested in doing that or she could look into leasing a bus or other options upon retirement of the current bus. The last bus lasted 7 to 8 years with about 70,000 miles. Mr. Viger questioned if there was money in the maintenance budget for rust and Ms. Landry said there was and for other issues. Since the bus has been breaking down, there was an addition of \$1500 to the maintenance budget. Chairman Haverty noted that the bus repair maintenance line reflected \$2,504, an increase of \$1504 (a very specific number). Ms. Landry was unsure where the additional \$4 came from, maybe a typo, and that her discussion with Mr. McCarthy had been to add \$1500. Chairman Haverty asked if Ms. Landry has an estimate of things she wanted to do and she said this increase was just an estimate based on what has been done this year.

The rentals generated an increase due to the general increase in the dumpster. Expenses were kept the same. She noted she hadn't had a chance to talk to Mr. McCarthy yet, but she added something in after her conversation with him. They have recently got a scanner for the bus that will allow for tracking specific rides. This adds \$100 to the maintenance fee (from \$1200 to \$1300) for My Senior Center software.

Mr. Haverty noted the requested budget is \$171,462, an increase of \$10,297 but adding the \$100 for the scanner, it would be \$171,562, an increase of \$10,397. Ms. Landry noted that the line item for her salary might increase that a little bit and she would talk to Mr. McCarthy about it.

Ms. Landry's wish list items were the same as last year, a part-time outreach social worker and an additional transportation vehicle/per diem driver to assist with rides for 1-2 people to appointments, labs, pharmacy, etc. that are not just in the town. There was a discussion on how the outreach worker/social worker could be useful to the town as a whole (through the fire department, police department, welfare office and senior center). Ms. Landry noted that just this week it would have been a benefit as she and the welfare office were brought in to assist a senior that was having issues. Ms. Landry noted that the 10-year projection is the population of seniors will increase by 850 to approximately 5,000 (a third of the town's population). The additional transportation was discussed more in depth and how it could be used for on demand transportation (in addition to the bus transportation for large groups). She noted that some towns use the CART program (she believes is Corporate Alliance for Regional Transportation) but Pelham opted out approximately 20 years ago and now the costs are very expensive. She believes Nashua has their own on demand transportation. It was noted that seniors are not presently charged for rides but may be considered for on demand rides. Once the meal program starts up again, they will have large numbers of people to transport for those and not have the availability for the on-demand type. Ms. Landry does not feel people are frivolous with the on-demand type requests. They are used for people without vehicles who still have needs to things such as haircuts, grocery shopping trips (and she likes the option to allow them to get more bang for their buck than just shopping in town). Mr. Viger questioned if Mr. McCarthy was aware of the wish list items and Ms. Landry said he was. Mr. Lynde questioned whether an addition of a social worker

should be a town wide cost and not come out of the senior center and Ms. Landry said she was willing to put money for a part time social worker into her budget. She was unsure on the budget for other departments but could see the need across multiple departments.

Ms. Landry gave an update on the pavilion. She said it was going well. The seniors have raised over \$41,000 so far with a goal of \$70,000 and are in the process of beginning their big fundraising push. Ms. Landry asked the board to consider putting money towards the project of infrastructure money were to come in. She said it's not only great for the seniors but also offers a shaded area open to the community during the nights and weekends. Ms. Landry noted that Parks and Rec uses the Hobbs Center on the weekends and the pavilion will also be available to the community. She noted that it provides a nice place for socialization in times of COVID relief and that isolation has been an issue.

INFORMATION TECHNOLOGY (Brian Demers, IT administrator presenting):

Brian Demers presented his budget and wish list items to the board.

FIRE DEPARTMENT (Chief James Midgley presenting):

Chief Midgley noted salary increase were contractual but there was the loss of a few employees and some additions. There was an increase in education and a decrease/leveling out of refreshers. Incentives, stipends and longevity were contractual increases. There was an FLSA decrease of approximately \$7,000 based on projections. Firefighter call department had a decrease of approximately \$5,000 (with a decrease in employee participation). Lt. Horne is confident with level funding medications. SABA face masks had a \$1600 decrease, everything else stayed pretty level. Office supplies can be level funded (no shortfalls this year and none projected next year). Lieutenant Ignatowicz is comfortable with the hazmat supplies.

Telephone bill is level funded. Verizon has been pretty good with rates. Anticipating a decrease in a couple phone lines for FDDA circuits coming offline based on microwaves installed in the last few months. There was a question from Chairman Haverty on telephones and who gets them (21 at \$31 each). Chief Midgley noted every contracted firefighter gets that as a stipend so they will carry, answer and return calls. It is a device of their choosing and a stipend is given. Chairman Haverty questioned whether or not they had town email on their BYODs and Mr. Demers stated only if they so chose. Mr. Haverty noted they may want to revisit this as it could be a concern to have on personal devices with cyber issues becoming more and more prevalent. He understands it is contractual and noted they may want to look into town issued devices.

Gas and oil are set by the board based on negotiated rates. There have been no needed increases on oil and ethanol free fuels they use. They have been getting good pricing by ordering online for all of the portable equipment. He has tasked Lieutenant Ignatowicz with zero funding for vehicle maintenance. He noted they have an older vehicle that will be going offline and a newer vehicle that will be delivered at some point. They are unable to get any chassis so the fire department is looking at 2022 before they get their new ambulance. They are currently #50 on the list for that company. Stretcher and stair chair maintenance, the power cots are coming out of warranty. It is an increase year for portable batteries. The fire department gets between two and a half to three years out of their batteries and this is year three so they will need to be replaced. The \$3120 line-item accounts for three quarters of noncontractual increase of the fire department budget of .15%. Chairman Haverty asked where the batteries are bought and Chief Midgley informed him they come directly from Motorola and there is no third party involved and, in the past, they have given a bulk discount. He noted there is a \$3500 decrease in annual service contract maintenance for Crew Sense, which is not a true decrease. This amount has been relocated because Target Solutions, used for training and education and tracking, and their scheduler, Crew Sense, have been bought by Vector Solutions so these are now merged together and show up under another line item. Defibrillation contract maintenance increase. A third of their units, purchased about four years ago, came off of warranty so that accounts for

the increase. There is an increase with Pennichuck that they are projecting to be around \$9478. There has been an expansion of the system, new hydrant installation and a PUC rate case, which can affect the rates. Oxygen refilling costs are up because the company they deal with is not renewing their contract with the state. This is a significant increase based on what they used to pay (lack of companies that deliver oxygen). Dispatch contracts show a contractual increase. New equipment, ambulance supplies are zero funded for cables, leads and probes. Chief Midgley explained how this amount is calculated. No increases for uniforms or general expenses (this line shows the previous mentioned merge to Vector Solutions). There is an increase in brush permits. Chief Midgley explained how that line item covers his salary for all the forests and lands and then the town sends the bill to the state and the state sends a check back to the fire department. There is a professional development increase of \$500 for the chief and deputy chief due to the cost of travel increase. There is a small increase in physicals. Training and recertification increased. Tuition reimbursement decreased because no one applied for it under the collective bargaining agreement. Noncontractual increases totaled .15%, about \$4,215 of which \$3120 is for the battery replacements.

Chairman Haverty asked if there was anything on the radio infrastructure that the chief wanted to do, and he explained that there was a monumental day the day before because they were able to bring online the police and fire department receivers and microwave transmission system at Tower Hill so that is now fully active. They were able to replace the antenna system over at the Dracut tower so the police department is now back online at that site. They have two Spectracom GPS clock systems for simulcast that are out for repair, but they had a spare and two-way communications gave them a spare so that is up and running. They are no longer tone control based as of yesterday. They are now IP base controlled, which pretty much links all of their systems and how it communicates together. Chief Midgley noted they still have about 5% clean up that needs to occur but the bulk of the system is online. They still have a site controller card that is out for repair. This means the fire department radio on the console is nonfunctional right now. However, it is a good thing that it's fire and not police because Londonderry and all the fire department systems talk in the back side and they do not use the console. The system is pretty much seamlessly still working.

In emergency management the only think increase was the calculated new salary rates for Chief Midgley and Lisa. Everything else was left as a zero increase. This section was instrumental in how they did their COVID issue tracking. Everything came into that and was drawn out of that and helped them get their funds back in.

Chairman Haverty asked how the fire department was doing for PPE and Chief Midgley said they are all set. They have more than what is needed right now. Their stores came up to where they are more than comfortable and it was all paid for by federal dollars.

Chief Midgley noted there are two priority items on their budget. The first is the forestry vehicle replacement. He noted that even outside the forest fire that we had the forestry vehicle was a 2005 and due to be replaced anyway. It was having a number of issues. He noted that there is still a small value amount for what it will be used for but not as a front-line forestry vehicle. He noted that they looked in depth into what kind of vehicle they wanted as a replacement based on the April brush fire due to significant limitations. Lieutenant Ignatowicz went out and "built the truck" and got the cost based on his detailed plan. They attended the International Association of Fire Chiefs Fire International Conference and Expo where they learned a lot from the vendors that build forestry vehicles, some of which was discouraging to what they wanted to do. They intended to build a truck and save the taxpayers a lot of money. They learned the warranty would be voided if they made modifications to the vehicle. They are taking on the potential liability for engineering the truck, even though they are not engineers. He explained what they learned about how new forestry vehicles are engineered. To build the truck they are looking at will be \$190,000 instead of \$150,000. This will give a five-year warranty. It will be engineered by professionals so they are assuming the liability for it and they would be getting a truck that is engineered to do exactly what they are intending to do with it.

Chairman Haverty then questioned that the chief was saying they're getting a futon line vehicle designed and engineered themselves or spend \$40,000 more and have it engineered by someone else that is assuming the liabilities, giving warranties, etc., in which Chief Midgley says is true in a nutshell. Chairman Haverty also questioned taking the old vehicle completely offline with the purchase of a new vehicle or whether or not the fire department needs it to fill an operational gap. Chief Midgley said they need it to fill an operational position. It gives them a second plow truck because he will not put a plow on \$190,000 vehicle. They would also use it as a utility truck to pick up hoses after fires because they used to use their own personal pickup trucks to go around picking up hoses because they did not have a vehicle to do that.

Mr. Bergeron questioned what kind of vehicle they would get for \$190,000. Chief Midgley showed the board a picture and described the changes that would be made compared to the vehicle being shown. Mr. Bergeron asked if they would buy the vehicle from Ford and give it to a third party for modifications and Chief Midgley said, yes, they order it and it is drop shipped. There is a 12-to-14-month lead time. Mr. Bergeron noted that the numbers could possible change based on when the vehicles come back onto the market. Chief Midgley noted that because they are buying an F-550 and they will be out there for them to buy after the chip issue is resolved.

Chairman Haverty asked if there was any training for driving in the woods and over that type of terrain like there is with police academy training for vehicles and CDL training and such. Chief Midgley noted that there are vehicle operations classes, tankers, engines, forestries, etc. There is no class specific to driving a vehicle in the woods for forest vehicle operations. He noted a truck got significantly damaged fighting the forest fire, but nobody came off their seats or went into the windshield. Chairman Haverty noted that he was in no way suggesting that the last vehicle got damaged from someone doing anything incorrectly or not knowing how to drive. He just noted that the new truck is a "machine" and very expensive and wondered if there was a class for that type of driving. Chief Midgley said all operators that are cleared on vehicles that they must have eight hours of drive time on that specific vehicle and be signed off on as an operator and knowing how to operate every component of that vehicle and with that would be off-road training. He also noted this is a new style vehicle for the department and there will be training components.

The second priority list item is replacement of the inspections' vehicle. It is a 2010 Ford Expedition. It is the vehicle that is on the road most and it currently has 68,000 miles. The intent is to transfer this vehicle to the deputy chief before it racks up more mileage. The deputy chief currently has a 2006 vehicle that they would take off the road. The cost for a replacement for the inspection vehicle is \$69,300 but will probably come in a little under that (the Ford discount had a big range).

Mr. Cote noted that he doesn't usually ask for justification for safety vehicle costs, but he wants to understand why a \$70,000 vehicle is needed to do inspections. Chief Midgley gave a description of what is needed to be off road in the mud at construction sites and has the ability to carry all the equipment that the inspector needs to do fire inspections and arson investigations, carry communications equipment and have the lighting package. He noted it's not just the vehicle but the ability to carry stuff. Mr. Cote said in his mind he questions why it couldn't be a Ford Escape. Chief Midgley said the inspector wouldn't have the ability to carry the needed equipment in a small vehicle. This is equipment that is specific to his job and would not be found on an engine. Mr. Cote asked why not an F-250, which Chief Midgley said he could do but then a body would have to be put on it with a roll out rack system, which is expensive and needed to organize his vehicle. Mr. Cote questioned the need for the light system and Chief Midgley explained that it is an emergency vehicle and he responds to structure fires in order to start the investigations and responds to scenes for manpower. Chief Midgley noted that he does not know any fire department around that has a small vehicle for this position. Mr. Cote noted that he doesn't know what the extent of the inspector's job requires so it seems expensive for an inspector's vehicle. He noted he's never questioned a fire truck or ambulance and will never question those types of vehicles but is just questioning this vehicle.

Chief Midgley also noted this is a backup vehicle if a command car goes down. He reiterates how much equipment the inspector carries with him. He doesn't believe much money would be saved by going to an F-250 because you have to have the roll out rack system to keep the gear organized and that adds a large cost. He doesn't believe that a lot of money would be saved by going with an F-250 and adding on what is needed.

Chief Midgley told the board to email him with any questions that might come up and he will get them the needed information.

SELECTMEN/TOWN ADMINSTRATOR REPORTS

Mr. Bergeron no report.

Mr. Lynde no report. However, he would like to see something done about the AC in the meeting room because it is always cold.

Mr. Viger no report.

Mr. Cote no report.

Chairman Haverty no report. He did want to note that he visited the farmers market this past Saturday. He was pleased. The farmers market was what he had envisioned the farmers market should be. He made some purchases and will be going back this weekend because he is hooked on the artisan bread. He wanted to congratulate the group for doing a really good job and it is a credit to the town.

REQUEST FOR NON-PUBLIC SESSION

Chairman Haverty noted that although the agenda reflected a non-public session there is not one. They would not be going into non-public.

ADJOURMENT

MOTION: (Lynde/Cote)

VOTE: (5-0-0) The motion carried.

The meeting was adjourned at approximately 9:10 p.m.

Respectfully submitted,
Jill M. Atkinson
Recording Secretary