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**APPROVED**  
**TOWN OF PELHAM**  
**BOARD OF SELECTMEN - MEETING MINUTES**  
**March 31, 2020**  
APPROVED – April 21, 2020

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**CALL TO ORDER** – Mr. Haverty called the meeting to order at approximately 6:40 PM (*due to technical issues with the broadcast*)

**PRESENT:** Mr. Robert Haverty, Ms. Heather Forde, Mr. Hal Lynde, Mr. Jaie Bergeron,  
Mr. Kevin Cote, Town Administrator Brian McCarthy

**ABSENT:** None

**PLEDGE OF ALLEGIANCE**

**MINUTES REVIEW:**

**March 17, 2020:**

**MOTION:** (Lynde/Cote) To approve the March 17, 2020 meeting minutes as amended.

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

**ANNOUNCEMENT(S)**

Mr. McCarthy read aloud a portion of the press release posted March 27, 2020 at 4:22pm (www.pelhamweb.com) which was done subsequent to Governor Sununu's stay at home order.

**OPEN FORUM:**

No one came forward.

**APPOINTMENTS**

**Fire Chief James Midgley – Pandemic update – official introduction of Health Officer Karen McGlynn**

Fire Chief Midgley provided the Board with an update pertaining Covid-19 pandemic. He spoke about the local, State and national actions and precautions being taken.

Mr. Cote asked for discussion regarding testing methods and methodology. Chief Midgley replied there was a swab test (oral or nasal) that could be done and sent to a public lab. The results for people who are a 'priority' will have a turn around of about three days; those people who are 'general' have a turn around of about four to five days. Mr. Cote asked about the protocol and follow up tests for the two fire department employee exposures. Chief Midgley replied people aren't tested unless they are symptomatic. One employee was 10-11 days out from their questionable exposure and the other was about 7 days from travel. If symptoms develop, they can be tested; however, if they're clear the test (nasal/throat swab) will be fairly accurate. Mr. Cote heard a lot of talk about a possible second wave

45 of the virus occurring in the fall. He asked if there were plans in the event it occurred. Chief Midgley  
46 replied earlier in the afternoon he heard there was a high probability of a second wave. Ms. McGlynn  
47 stated at present the best defense was ‘flattening the curve’ by social distancing. She said vaccines  
48 were being worked on but probably wouldn’t be seen for at least a year. She added information was  
49 constantly evolving.

50

51 Mr. McCarthy told the Board Ms. McGlynn was originally appointed as a Deputy Health Officer at  
52 Town Meeting on March 10, 2020. Since that time the Health Officer (Brenda Eaves) decided she  
53 didn’t want to reapply, therefore he would like the Board to move (by voting) Ms. McGlynn up to the  
54 Health Officer position. Once the Board votes, he will have the Board sign a form that would be  
55 forwarded to the State (as a formality).

56

**MOTION:** (Cote/Lynde) To appoint Karen McGlynn as the Pelham, NH Health Officer.

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

57

58 **Discussion regarding Town parks, etc. in relation to Governor Sununu’s stay home advisory**

59

60 With the Governor’s stay at home advisory, Mr. Haverty inquired if the Town should consider  
61 ‘administratively’ closing playgrounds, basketball courts, softball fields etc. to prevent ad hoc  
62 gatherings. Ms. McGlynn hoped citizens were taking the stay at home advisory seriously. She was  
63 worried about people not practicing social distancing but also understood the mental well-being  
64 component. She recommended closing any area that had things that needed to be touched, such as  
65 playgrounds and the tennis courts (because of the entrance keypad). Mr. Haverty felt locations with  
66 swings, slides (playgrounds), basketball, tennis courts or anything that encouraged active (group)  
67 recreation should be shut down. He didn’t recommend shutting down the Town parks. Ms. McGlynn  
68 was in agreement with Mr. Haverty and recommended closing ‘court-type’ places.

69

70 Mr. Cote understood the virus was susceptible to heat. He believed closing places down now made  
71 sense and felt it made sense to reevaluate the closings during the warmer months. Ms. McGlynn  
72 recommended reevaluating when they saw (infection) numbers start declining. Mr. Haverty voiced his  
73 recommendation to close certain areas for a predetermined period of time and reevaluate to determine  
74 how they wanted to proceed going forward. Mr. Cote noted schools were closed until May 4<sup>th</sup>

75

76 Police Chief Joseph Roark and Lieutenant Anne Perriello came forward. Chief Roark understood the  
77 dilemma and cautioned against the Board being too draconian in what they were closing. He agreed  
78 with closing down the basketball courts and playground-type structures but felt they needed to keep  
79 open spaces available. He asked the Board to discuss the disc golf course as it was having a lot of  
80 usage. He indicated the Governor had been non-specific with the stay at home recommendation and  
81 felt they should stay away from the term ‘order’. He felt for the mental health aspect of staying home,  
82 the Town should leave some recreation available. When it comes to enforcement, he told the Board  
83 the Attorney General had been clear on the Police working hard for voluntary compliance before getting  
84 into actual citing etc. He hoped they could work with public education and persuasive enforcement.  
85 Chief Roark believed they could tape off the playgrounds and post temporary signage explaining the  
86 types of recreation facilities that were closed.

87

88 Ms. Forde reminded the public the Town understood what they were asking for; they knew how hard  
89 it was to have children home. She asked that everyone extend the courtesy of keeping children home  
90 to protect the vulnerable people in the community.

91

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92 With regard to the term ‘order’, Mr. Cote believed the Governor was calling it a stay at home advisory  
93 and felt the Town could go along the same path of issuing an advisory and posting signs. He mentioned  
94 the disc golf course and suggesting having a disinfectant protocol possibly executed by the Highway  
95 Department. Chief Roark stated he didn’t disagree with closing playgrounds and those type of close  
96 contact areas. He pointed out there was a segment of the population that didn’t have a yard and  
97 commented he was trying to think of everybody. He felt the Town should be clear with signage and  
98 taping off playgrounds. He said when the Board makes a decision about the disc golf course, he also  
99 wanted them to consider the skateboard park.

100  
101 From what he heard, Mr. Haverty said they expected peak in the coming weeks. In the interest of public  
102 health, he believed they were asking people to sacrifice using some of the facilities for 3-5 weeks to  
103 understand where the virus is going. He wasn’t in favor as leaving things as ‘advisory’ and believed  
104 they should take forceable compliance on some of the things they deem particularly hazardous to  
105 spreading the virus. He felt they should take a strong position for the next couple weeks.

106  
107 Mr. McCarthy suggested taking the May 4<sup>th</sup> date to reevaluate the situation. Mr. Haverty felt that was  
108 appropriate. Chief Roark stated he would meet with Parks and Recreation Director Brian Johnson and  
109 Mr. McCarthy. He understood they would keep green spaces open for kite flying, dog walking, frisbee  
110 and at the same time close the hard structures. Mr. Haverty said the Board would make a motion to  
111 give direction. Chief Roark asked that it allow for the Town Administrator’s discretion in the event  
112 they find another exception. Lieutenant Perriello mentioned the tennis courts were run by the school  
113 system. She asked they be contacted and possibly asked to leave the tennis court gate open, so people  
114 didn’t have to use the keypad. Mr. McCarthy will reach out to the School Board Chair to inform of the  
115 Town’s actions. He said they usually act in tandem and expected they would follow along.

116  
117 Ms. Forde made a motion to restrict access to the Town run recreational spaces including playgrounds,  
118 basketball courts and other facilities with hard surfaces until May 4, 2020. Mr. Cote seconded. He  
119 asked if were ‘restricting’ or ‘closing off’. Mr. Haverty replied they would restrict access to those  
120 environments and other recreational hard surfaces. Chief Roark asked for confirmation that the disc  
121 golf course and skateboard park were included. Mr. McCarthy answered yes.

122  
**MOTION:** (Forde/Cote) To restrict access to the Town run recreational spaces including  
playgrounds, basketball courts, and other facilities with hard surfaces until May 4,  
2020. (Motion also includes disc golf course and skateboard park)

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

123  
124 Mr. Cote agreed it made sense for disc golf to be included given there was a lot of out of town travel  
125 going there. Mr. McCarthy stated the restriction would be posted on the Town website as well as the  
126 Parks and Recreation website and Facebook page. Chief Roark believed the disc golf area would  
127 necessitate patrol activities because that group was particularly enthusiastic. He described how they  
128 would patrol. Mr. Bergeron suggested the Highway Department possibly install pylons at the disc golf  
129 entrance (near the playground) so vehicles can’t access the parking.

130  
131 Mr. McCarthy said he would meet with Chief Roark, Mr. Johnson and Highway Agent Frank Ferreira  
132 to outline a plan to execute the restrictions. The plan will be forwarded to the Board for review. He  
133 noted the process was ‘fluid’ and subject to change.

134  
135 With Pelham being a border town, Mr. Cote asked if Massachusetts was stricter in what they were  
136 doing. He saw more out-of-staters parking at the parks. Chief Roark replied it didn’t seem more than

137 usual. He said disc golf and Lyons Park attracted people from different areas; those two areas may  
138 need additional education. He felt once signs were posted people would understand.

139

140 Mr. Haverty commented a lot of people were self-isolating and had the luxury of working from home.  
141 He recognized the Police and Fire Departments don't have that luxury and continued to interact with  
142 people which put them at risk. On behalf of the citizens he thanked the departments for what they were  
143 doing and told them they were appreciated.

144

145

146 **Volunteer interviews and vote: Zoning Board, Conservation Commission, Forestry Committee**  
147 **and Cemetery Trustees**

148

149 Gayle Plouffe, 16 Castle Hill Road (via telephone conference to speak with the Board) discussed her  
150 application for reappointment to the Forestry Committee. She said she had been involved with the  
151 Town for over forty-five years and served on several Town boards.

152

153 Mr. Lynde asked Ms. Plouffe about the biggest challenges for forestry. Ms. Plouffe replied the  
154 challenge was to maintain the momentum in protecting forest and open space. She was glad to see  
155 people using the trails. A goal was forest management and to have every quadrant in Town have open  
156 space for residents to have local access. She said the most recent project has been to develop the trails  
157 and minimize the parking areas while consulting with neighbors. She pointed out a lot of land was  
158 donated which meant there was no taxpayer money spent to manage Town forest. The forester is paid  
159 through the proceeds of the selective harvests.

160

161 Brandie Shydo, 5 Fairview Drive came forward to discuss her volunteer application as a member of the  
162 Conservation Commission. Mr. Haverty commended her on her 100% attendance record. Ms. Shydo  
163 stated she had been on the commission for two years. During this time, she's been learning about  
164 protecting the conservation lands and wetlands and the process of acquiring land. Ms. Shydo had an  
165 interest in educating the residents of Town about its assets and why conservation is beneficial. She  
166 would like the ability to continue those efforts and possibly create family trail days and guided hikes.  
167 Information can be found on the Facebook pages: 'Pelham NH Conservation Commission' and 'Pelham  
168 Trails'

169

170 Mr. Lynde asked if there were any issues that would have a negative impact on the trails. Ms. Shydo  
171 believed it came to light at the last Town Meeting that a lot of the public didn't have knowledge about  
172 the existing open space, where it came from and the tax implications of acquiring/owning the land and  
173 the different between the different types of developments. She believed the Town supported having  
174 open space and gave land donations but at the same time needed more education regarding such.

175

176 Lisa Loosigian, 8 Foreman Lane was seeking reappointment to the Conservation Commission. She  
177 told the Board she was a member of the commission since 2008. Her primary focus when reviewing  
178 plans is to look at the storm water portion. She mentioned she managed a residential storm water  
179 program with the State called 'Soak Up the Rain'. She said she continually learns more as she reviews  
180 plans.

181

182 Mr. Haverty understood the Conservation Commission met once per month. He said when an  
183 application is being reviewed, he wanted to know the applicant had time to participate as they were  
184 critical to the boards/committees. He wanted Ms. Loosigian to know it would be important for the  
185 Board to know she would participate. Ms. Loosigian stated during the past year she missed the meeting  
186 due to personal issues that were starting to get straightened out and she planned to attend more meetings.

187

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188 Mike Gendreau, Harley Road came forward to discuss his application for reappointment to the  
189 Conservation Commission. He commented in the past it was a challenge to get committee members;  
190 however, they've gotten to a point now where there's seven members and three alternates. He said he  
191 learned a lot during his terms as a member. His passion was keeping the Town as rural as possible and  
192 with trails/connectivity. Mr. Gendreau said his plan was to keep things going as they currently were  
193 and felt he was an integral part of doing so.

194

195 Mr. Lynde asked for clarification regarding the number of members/alternates. He thought it was  
196 originally comprised of five regular members. Mr. McCarthy replied they researched the membership  
197 years ago. He reviewed the Town Report and confirmed there were seven regular members and three  
198 alternate members.

199

200 Mr. Haverty understood the commission was a volunteer position and life sometimes got in the way.  
201 He said the Board liked to see applicants participate as much as possible.

202

203 Brendan Decelles, 20 Lane Road (via telephone conference to speak with the Board) discussed his  
204 application to be reappointed onto the Forestry Committee. He told the Board he had been on the  
205 committee for approximately six years. He stated during his first three years the committee had worked  
206 on access and utilized an application (for citizens to use). The second three years were focused on  
207 volunteerism and were able to get people to adopt trails. The attendance during the monthly meetings  
208 is growing. Mr. Decelles believed in the coming years they would work toward having more access  
209 and what they would do in the future as tree species began to decline.

210

211 **DISCUSSION**

212

213 Mr. Haverty said he had a conversation with Mr. Cote about the Selectmen working with the Planning  
214 Board on a 'cross pollination' between some of the other land use boards. He wanted to see the  
215 Planning Board be more active with the Zoning Board and Conservation Commission to create better  
216 communication. He said as the Planning Board could then have input as to how the other boards made  
217 decisions.

218

219 Mr. Lynde said as long as they weren't creating a new position; they would have an ad hoc position to  
220 participate. Mr. Haverty would like to see the Planning Board send a member to the Selectmen for  
221 appointment to the Zoning Board and Conservation Commission (in some capacity). He noted this was  
222 allowed for in the Statute; it wasn't the case now and he didn't know when it last happened. He felt  
223 doing so would create a better synergy and communication between those three boards. He said it  
224 would allow for the Planning Board to make better decisions. Mr. Lynde said it sounded okay with  
225 him.

226

227 Ms. Forde agreed there should be better communication and more participation between the boards.  
228 Her only hesitation was appointing a Planning Board member to a full-time seat and suggested they  
229 consider giving them one of the alternate seats so they would be privy to all the information but not  
230 necessarily have a vote. Mr. Haverty stated he learned the Planning Board could have one member on  
231 the Zoning Board and one member on the Conservation Commission. The position is appointed by the  
232 Selectmen, not the Planning Board, which gave them purview as to which member they sent to the two  
233 boards. He said a Planning Board alternate could be appointed to one of the two boards (Zoning or  
234 Conservation) or be appointed as an alternate. Ms. Forde felt they should also give consideration to the  
235 workload of an individual being on two boards at the same time. Mr. Haverty suggested they leave the  
236 discussion for the Selectmen's Representative to bring to the Planning Board and find out if there are  
237 interested candidates. He felt the Selectmen needed to advocate for it to occur. He said if the answer  
238 comes back that there's no interest, the Selectmen can't force it to happen.

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239

240 Mr. Lynde said the question would be if the Planning Board member appointed to another board would  
241 have a vote. Mr. Haverty replied Ms. Forde raised the suggestion for the Planning Board member to  
242 be an alternate given if they were appointed as a full member to another board, they would in essence  
243 have two votes (on some cases).

244

245 Mr. McCarthy cautioned the Board if some of the positions weren't filled the applicants wouldn't be  
246 able to participate in meetings/votes (on the respective boards) between now and the next Selectmen's  
247 meeting April 14<sup>th</sup>. Mr. Lynde didn't feel the Selectmen should delay making appointments because  
248 he felt they already had the candidates. Mr. Cote informed there was an RSA that indicates if a position  
249 is not appointed, the person that was in that position can hold the position until an appointment is made;  
250 they are allowed to participate in meetings and vote.

251

252 Mr. Haverty asked the Board to review the applicants for the Zoning Board. He said there is a current  
253 full-time member seeking reappointment. The two candidates for the alternate positions were new and  
254 had not served on the board in the past.

255

256 Ms. Forde made a motion to reappoint Diane Chubb to a three-year term on the Zoning Board of  
257 Adjustment. Mr. Lynde seconded.

258

**MOTION:** (Forde/Lynde) To reappoint Diane Chubb to a three-year term on the Zoning Board  
of Adjustment.

**VOTE:** (2-3-0) The motion failed. Voting in favor were: Ms. Forde and Mr. Lynde.  
Voting in opposition were: Mr. Cote, Mr. Bergeron and Mr. Haverty

259 Mr. Cote made a motion to appoint Jeff Caira as an alternate member to the Zoning Board of  
260 Adjustment with a three-year term. Mr. Lynde seconded.

261

**MOTION:** (Cote/Lynde) To appoint Jeff Caira as an alternate member to the Zoning Board of  
Adjustment with a three-year term.

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

262

263 Mr. Haverty asked the Board if they wanted to leave the second alternate position vacant until they find  
264 out if there's a member of the Planning Board interested in being a representative (appointed by the  
265 Selectmen). Mr. Lynde understood there was also a full-time position available. Mr. Haverty stated  
266 they didn't have an applicant for the full-time position at this time. Mr. Cote believed the RSA states  
267 Ms. Chubb could continue to be the full-time member until a replacement is made. Mr. McCarthy  
268 wanted to confirm the RSA information with Town Counsel.

269

270 Ms. Forde questioned if an applicant could reapply in the event no one on the Planning Board was  
271 interested in being a representative on the Zoning Board. Mr. Haverty felt if no one on the Planning  
272 Board wanted to hold a position the Selectmen could come back and take a position on Mr. Wing's  
273 application (as an alternate). Ms. Forde asked if they would reconsider Ms. Chubb's application. Mr.  
274 Cote believed technically they would have to advertise for the full-time position. Mr. Haverty believed  
275 the Selectmen wanted to know if there was a Planning Board member interested in an alternate position  
276 on the Zoning Board; if no one is interested, a person (current applicant) could reapply for either the  
277 full-time or the alternate position.

278

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279 Mr. Haverty stated the Selectmen's Representative will take the question to the Planning Board to see  
280 if any members were interested in sitting as an alternate on the Zoning Board. If there is no interest the  
281 Selectmen will discuss re-posting the available positions at their next meeting.  
282

**MOTION:** (Cote/Forde) To appoint Brandie Shydo to a full-time position on the Conservation  
Commission for three years.

**VOTE:** (5-0-0) The motion carried.  
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283

284

285 There was a brief discussion regarding the available term lengths of the Conservation Commission.  
286

**MOTION:** (Cote/Lynde) To appoint Lisa Loosigian to a full-time position on the Conservation  
Commission for three years.

**VOTE:** (5-0-0) The motion carried.  
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287

288

**MOTION:** (Forde/Lynde) To appoint Mike Gendreau to a full-time position on the  
Conservation Commission for two years.

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

289

290 Mr. Haverty noted the Selectmen's Representative to the Planning Board should also find out if any  
291 members are interested in being appointed to the Conservation Commission.  
292  
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293

**MOTION:** (Cote/Lynde) To appoint Gayle Plouffe to a full-time position on the Forestry  
Committee for three years.

**VOTE:** (5-0-0) The motion carried.  
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294

295

**MOTION:** (Cote/Lynde) To appoint Charles Gale to a full-time position on the Forestry  
Committee for three years.

**VOTE:** (4-1-0) The motion carried. Ms. Forde voted in opposition.  
-----

296

297

**MOTION:** (Lynde/Cote) To appoint Edmund Gleason to a position as a Cemetery Trustee for  
two years.

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

298

299

300

**DISCUSSION**

301

**Selectmen Committee Assignments**

302

303

The following appointments were made:

304

305

Agricultural Committee: Mr. Cote

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306 Budget Committee: Mr. Haverty  
307 Bridge Projects: Mr. Lynde  
308 Capital Improvement Project: Mr. Lynde  
309 Congestion Mitigation Air Quality liaison: Ms. Forde  
310 Council on Aging: Mr. Bergeron  
311 Energy Committee: Mr. Cote and Mr. Lynde  
312 Forestry Committee: Mr. Bergeron  
313 Hazmat Director: Mr. Haverty  
314 Liberty Utilities Sidewalk Project: Mr. Lynde and Mr. McCarthy  
315 Nashua Regional Planning Commission: Mr. Lynde  
316 Pelham Community Coalition: Mr. Lynde  
317 Pelham School Board: Ms. Forde  
318 Planning Board: Mr. Cote (full time) / Mr. Lynde (alternate)  
319 Salem Chamber of Commerce: Ms. Forde

320

321 **Review of the Solar RFQ**

322

323 Mr. Cote stated during the last year he had worked hard to bring a solar project to Pelham and during  
324 the last election the Town authorized them to enter an agreement for (Town structure) roofs. His  
325 question was if they could move forward with Revision Energy to oversee the entire project. He said  
326 Revision sent an RFQ to enter an agreement to move forward with the project.

327

328 Mr. Haverty inquired what Revision Energy would do. Mr. Cote replied they were the overall entity  
329 to get investors to invest in the project; the Town would enter into a utility agreement with the investor.  
330 He said the key was the tax breaks were declining year after year (i.e. this year 26%, next year 18%);  
331 therefore, timing is of the essence to make a strong move. He said Mr. Lynde had also sat in on the  
332 meetings and was aware of the process. Mr. Cote said it was important for them to start the process  
333 early because Revision's workload was significant.

334

335 Mr. McCarthy suggested having Revision Energy come back in front of the Board to discuss the next  
336 steps and what the Town can expect. It would be helpful for them to come back to the Board with a  
337 roadmap of the process.

338

339 Mr. Haverty asked if an RFP would be done or if they were moving forward with Revision Energy.  
340 Mr. Cote replied Revision Energy had done massive projects with Dover, Portsmouth and all-around  
341 New England. He felt their reputation spoke for itself. From what he understood there were only two  
342 'players' in New England that did projects from start to finish.

343

344 Mr. Lynde asked if the school would follow the Town. Mr. Cote replied the school waited. He said he  
345 couldn't speak for them.

346

347 Mr. McCarthy stated Revision Energy was a solid company in the solar field.. He said the Town had  
348 to be with the best company and the best process to get the goal of having solar panels on the roof  
349 accomplished. He recommended having Mr. Cote reach out to the Revision Energy representative to  
350 provide the Board with a 'road map'. Mr. Cote explained when Revision Energy first came in to speak  
351 to the Board, they gave a generic overall process and believed during the next meeting the information  
352 should be directed specifically at Pelham.

353

354 Mr. Lynde asked if the Highway garage would have solar on the roof. Mr. McCarthy replied they had  
355 to have Revision Energy come back in front of the Board to identify properties for solar panels and  
356 viability for such. Once that's done, they could begin to review the scope of the project, the cost and a



357 timeline. He said step one is to have them come back in front of the Board. Mr. Cote felt once the  
358 highway building was ordered and the plans came in it would be an easy transition.

359

360 Mr. McCarthy informed the Board he met with Mr. Soucy on the Thursday after the Board's last  
361 meeting. He told him they wanted to move forward with the purchase of the building so it could be  
362 ordered. He also told Mr. Soucy he needed the contract for Town Counsel to review; however, he had  
363 yet to receive it. Mr. McCarthy stated he would contact Mr. Soucy and ask again for the contract. He  
364 said if he didn't receive it by the next Board meeting the Selectmen would have to make a decision how  
365 they wanted to proceed with the project.

366

367 **Update on the Town operations pandemic plan**

368

369 Mr. McCarthy stated the plan outlined how the Town offices had been functioning under the new  
370 change in hours and service to citizens. He provided a brief summary of such and recommended they  
371 continue in the same fashion unless/until they are told by the Governor or Town Health Officer, they  
372 need to make a change. He noted most of the Town Hall employees were working remotely and  
373 periodically came into the offices. He said they were trying to provide services while protecting the  
374 community and employees from risk of exposure.

375

376 Mr. Haverty said it was brought to his attention when a person is registering their car or licensing a dog  
377 online there's an associated fee for doing it online. He asked if they wanted to do anything with that  
378 fee given the Town was recommending people do registrations online. Mr. McCarthy said they were  
379 recommending people do things online. He said he would have to research waiving fees because some  
380 may be statutory controlled. Mr. Lynde pointed out the Town Clerk was given a warrant to collect  
381 taxes; they can't collect more, and they can't collect less. He said if they started to write off some of  
382 the costs, they wouldn't be collecting what they were supposed to.

383

384 **TOWN ADMINISTRATOR / SELECTMEN REPORTS**

385

386 Mr. McCarthy provided the Board with a copy of the end of the first quarter budget. He highlighted  
387 the fact there was 80% of the budget remaining for the year. He stated it is hard at this time to forecast  
388 how the virus would impact the budget. Currently, the departments were on a 'spend as needed' basis.  
389 All planned projects have been suspended until further notice. Mr. McCarthy informed they had  
390 implemented tracking on all Covid-related costs to the Town since the beginning of the crisis by billing  
391 through the Emergency Management line item. He said both the Police and Fire Chiefs were tracking  
392 everything in a 'FEMA' mode because they heard there may be reimbursements up to 75% to  
393 towns/communities of the costs associated with the crisis.

394

395 With regard to the Town's trash contract, Mr. Cote stated he was having a hard time getting people to  
396 call him back so he could move forward. He hoped to accomplish getting a contract for split duties  
397 between residential pick up and some transfer station usage. He found out the Town had approximately  
398 4,800 houses. He told the Board he would pursue it further but may need assistance as the Town's  
399 contract would end in 2022. He said the time was now to look at the type of services that would be  
400 provided given China has stopped taking American recyclables.

401

402 Ms. Forde thanked the residents of Town for showing temperance during this unprecedented time. She  
403 people have stepped up and helped those around them. She thanked the teachers and School Board for  
404 doing an outstanding job with managing to implement K-12 learning overnight.

405

406 Mr. Lynde followed up on Mr. Cote's report. He said he listened to a webinar put on by Northeast  
407 Recycling Association and understood there was a market for certain items. He discussed items that

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408 could lead to profit and felt they should also review composting. Mr. Haverty asked if it would require  
409 a reconfiguration of the Transfer Station. Mr. Lynde replied it may because in the past the Town  
410 separated cans, glass, etc. Mr. Haverty stated the facility was easily configurable as he had seen it go  
411 through multiple iterations.

412

413 Mr. McCarthy told the Board Fire Chief Midgley had just reported the second fireman tested negative  
414 and would return to duty shortly. He then asked the Board if he was correct in thinking any (non-  
415 critical) open position within the Town would remain unfilled until further notice. Open at this time  
416 was a highway laborer and Planning Department MS4 position. Mr. Lynde suggested checking with  
417 the Highway Agent for an opinion. Mr. Haverty said they want to hold off to prepare for some unknown  
418 impact to the revenue stream. He was in favor of the Board having a discussion to evaluate positions  
419 on a one by one basis. Mr. McCarthy will add an agenda item to discuss the two open positions during  
420 the Board's next meeting.

421

422 Mr. Lynde commented the State was holding the Town up with the Congestion Mitigation Air Quality  
423 project on Mammoth Road (roundabout project). He said all they needed to do was give 'a blessing'  
424 on a report; if they continue to delay the project will be pushed another year and raise costs. He intended  
425 to contact Bob Hudson (point person) of the Department of Transportation to see if he could move him  
426 forward. He said if Mr. Hudson doesn't move forward, he will go up the ladder to Commissioner  
427 Victoria Sheehan. He said the State was benefitting by what Pelham was doing and felt they shouldn't  
428 be brushed off. Ms. Forde suggested having Planning Director Jeff Gowan included in the  
429 conversations. Mr. McCarthy noted Mr. Gowan had copied him on all correspondence and agreed he  
430 should be part of the conversations. He asked if an agenda item should be added for the next meeting.  
431 Mr. Lynde answered yes.

432

433 **ADJOURNMENT**

434

**MOTION:** (Cote/Forde) To adjourn the meeting.

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

435

436 The meeting was adjourned at approximately 8:36pm.

437

438

Respectfully submitted,

439

Charity A. Landry

440

Recording Secretary

441