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**APPROVED**  
**TOWN OF PELHAM**  
**BOARD OF SELECTMEN - MEETING MINUTES**  
**May 26, 2020**  
**APPROVED – June 9, 2020**

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

Mr. Haverty stated as Chairman of the Pelham Board of Selectmen: I find that due to the ongoing State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to today’s meeting which was authorized pursuant to the Governor’s Executive Order. I am confirming to the public that:

- 1) We are utilizing the Zoom platform, the Town’s Facebook page, Pelham TV, Pelham You Tube Channel and a telephone call in number to provide different options for the public access to this meeting. All Board members are able to hear one another and to speak with one another during this meeting.
- 2) Notice to this meeting and how to gain public access to and listen to the meeting has been posted on the Town’s website. If you’re having difficulty accessing the meeting there is a phone number and email address posted on the Town’s website to let us know.
- 3) If the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

All votes taken during the meeting will be done by roll call vote, as will attendance. Mr. Haverty asked that when your name is called for the attendance roll, please confirm your attendance, and please identify as the right to know law requires, who, if anyone, is in the room with you. He then asked for roll to be called.

**ROLL CALL VOTE:**

**PRESENT:** Robert Haverty – present; his wife was in proximity  
Heather Forde – present; no one in the room  
Jaie Bergeron – present; no one in the room  
Hal Lynde – present; no one in the room  
Kevin Cote – present; no one in the room  
Brian McCarthy – present; no one in the room

**ABSENT:** None

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**PLEDGE OF ALLEGIANCE**

**MINUTES REVIEW:**

**May 12, 2020:**

**MOTION:** (Lynde/Cote) To approve the May 12, 2020 meeting minutes as amended.

Ms. Forde – Yes

**ROLL CALL** Mr. Bergeron – Yes

**VOTE:** Mr. Haverty – Yes

Mr. Lynde – Yes

Mr. Cote - Yes

(5-0-0) The motion carried.

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**ANNOUNCEMENT(S)**

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There were no announcements.

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**APPOINTMENT(S)**

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48

**Fire Chief James Midgley and Health Officer Karen McGlynn – COVID-19 Pandemic update**

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Ms. McGlynn told the Board there had been some progress. Currently in New Hampshire there were over 4,000 positive cases of COVID-19. The data has shown that 80% of the cases in New Hampshire have recovered at home with mild symptoms. She said the numbers were going down by percentage but the ‘whole’ numbers fluctuate each day. According to the State website, Pelham currently has twelve cases, which has decreased from last week; however, it takes the State a couple days to have it go into their data base. The Governor has continued to open the State with restrictions and indicated small group sports can begin immediately (with restrictions). She listed the activities and businesses that would be allowed to open (with restrictions) beginning June 1<sup>st</sup>. She’s waiting on guidance for day camps but there is still no date for when they can open. Ms. McGlynn informed New Hampshire had seen its first case of multi-symptom infection syndrome (‘MSIS’) in Hillsborough in a child. She noted the Governor had given no indication of opening day camps. She added 200 children in New Hampshire had tested positive for COVID-19.

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63

Ms. McGlynn informed the Board she had discussions with Sara Landry regarding the Hobbs Community Center (Senior Center) and slowly having activities begin to take place. She’s given Ms. Landry the ‘go ahead’ with the understanding there are very strict guidelines. Every event has to be held outside. Staff and guests will have temperature checks. Staff will wear masks and guest should be 6-feet apart. She gave a description of all the precautionary measures that would need to take place with the center opening.

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Chief Midgley was interested that the State had begun to account for the number of antibody tests they were doing, which has been approximately 10,000. He noted the perfection of the antibody tests was starting to get better. Chief Midgley informed they would now be able to utilize their matching fund from the CARES Act. Typically FEMA gives towns 75% of the available money that had been requested and the Town is responsible for the remaining 25%; however, now FEMA will fund 75% and the Town’s 25% will be able to be taken from the CARES Act. A scoping meeting will be held Wednesday at the Fire Station with FEMA which will give an idea of what funds/expenses/personnel they’ll cover. The cap is \$131,000, which was aside from the \$326,000 the Town received for its funding. Chief Midgley told the Selectmen they continued to chase down every bit of funding possible being careful not to overlap their requests. He commented the department had unfortunately gotten wrapped up into some fraud related to personal protection equipment; they placed orders that were never delivered, luckily Amazon backs orders when product isn’t received. He spoke about their inventory of supplies.

83

84

Mr. Bergeron inquired if the Town should consider opening playgrounds for children. Ms. McGlynn, she felt they should; however, they would have to make sure all equipment is sanitized twice per day (morning and evening). Mr. Bergeron asked if it was possible to have them open to ‘residents only’.

85

86

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87 Ms. McGlynn replied they could if someone was able to monitor it. Mr. Bergeron thought it would be  
88 good for children to be able to get out of their homes. Ms. McGlynn mentioned all playgrounds at State  
89 parks were still closed and suggested the Town proceed with caution.

90

91 Ms. Forde asked if Pelham was keeping an eye on what neighboring towns were doing. She said if  
92 Pelham opened and neighboring towns didn't, there would be no way to keep the Town's facilities as  
93 'residents only'. Mr. McCarthy stated Hudson and Windham were both closed. He believed  
94 Londonderry was also still closed. By opening facilities, Ms. Forde was concerned with attracting  
95 neighboring communities. Mr. Haverty noted Pelham was already attracting neighboring communities  
96 and believed it would be a problem no matter what they did. He didn't know what enforcement  
97 mechanism could be used to make certain areas 'residents only'.

98

99 Mr. Cote asked if New Hampshire had a rule about people coming into the State having to self-  
100 quarantine for two weeks. Ms. McGlynn answered yes. She said that's what they've said people need  
101 to do but there wasn't anyone policing it. Mr. Cote didn't understand the point of recommending it, if  
102 it wasn't going to be policed. Ms. McGlynn replied every state was recommending it. Mr. Cote  
103 questioned if the Police Chief could enforce it if he saw a vehicle with Massachusetts license plates at  
104 a facility. Ms. McGlynn replied he could if he chose to do so. Mr. Cote wanted to know why the  
105 Governor hasn't authorized the National Guard to enforce the State's borders to stop people from a  
106 closed state entering our State. He didn't know the point of opening if the State didn't close its borders.  
107 Ms. McGlynn said she couldn't speak for the Governor. She believed they were trying to 'tread lightly'  
108 so as to not instill anger and fear in people. Mr. Cote said he would continue to be vocal about the  
109 situation. He believed a person's right to not be infected was a choice; a person could 'choose' to stay  
110 home but everyone else was imprisoned in their homes. He said the whole shutdown was a huge issue  
111 and massive infringement on rights and the ability to live. He added that his right to live was a choice  
112 being taken from him while a person's right to not be infected was a choice a person still had because  
113 they could stay home. He said every time a person left their house; they had a chance of something  
114 happening. He noted his comments weren't aimed at anyone; he was voicing his opinions. Mr. Cote  
115 didn't think it made sense to open the State without protecting the borders from (people entering from)  
116 the third most infected state. He pointed out Pelham was a border town and it made no sense to do so.

117

118 Mr. Haverty noted being a border Town, there were also a number of residents who traverse the border  
119 to go to work on a regular basis. He said they couldn't shut the border. Mr. Cote mentioned  
120 Massachusetts had a two-week quarantine and questioned how it worked. Mr. Haverty works in  
121 Massachusetts (as an essential transportation worker) and stated he traveled freely between the two  
122 locations taking precautions as recommended by both state governments. He added he was not a tourist,  
123 he worked there and paid income tax there; there were a number of people who fell into the same  
124 category. He believed sealing the border would be a daunting task. Mr. Haverty believed the Governor  
125 empowered local law enforcement to enforce some of the restrictions. With that being said, it was the  
126 Board who had to decide if they wanted to push that issue.

127

128 Mr. Cote said if the Board decided to open up summer camp, he would like them to discuss the  
129 repercussions of doing so. Mr. Haverty had zero appetite in discussing opening summer camp until the  
130 State says it's safe to do so. He stated he would not put the Town in a position where they are the Town  
131 with an outbreak because they opened summer camp in the face of a recommendation by the State, the  
132 Town Health Officer and the Emergency Management Director. He said the Board could have a  
133 conversation about it, but he personally had zero appetite for doing so without the full backing of the  
134 State. Mr. Cote stated New Hampshire was the same State violating his right to practice free religion  
135 and to assemble peacefully. He added there were huge constitutional violations occurring. He wanted  
136 to know at what point they say the Government is wrong.

137

138 Mr. Lynde asked what percentage of the New Hampshire population had been tested. Ms. McGlynn  
139 didn't have the numbers in front of her. She said there were more and more tests were being done, and  
140 the State was getting ready to open up testing to households. She will get the answer. Mr. Lynde  
141 mentioned when he goes out, he wears a mask. When he someone sees a person without a mask he  
142 stays away because he feels they are a threat to his health. He believed the United States had a high  
143 death rate because they didn't pay attention or act quickly. Ms. McGlynn said it might just take  
144 time, everyone should be patient.

145  
146 Chief Midgley informed the Board the State announced they would be changing their E911 protocol  
147 36 (pandemic protocol). Based on the numbers of false activation, they would shift away from how  
148 they did the screening to be a more conservative screening.

149  
150 Mr. Haverty offered the Board's gratitude to those working on the front lines; their actions are  
151 appreciated.

152

153 **Highway Building Update – Roland Soucy**

154

155 Mr. McCarthy stated Building Inspector Roland Soucy provided the contract for the building (Morton  
156 Buildings) which was forwarded to legal for review. He said legal forwarded minor changes earlier in  
157 the day which were email to the Board. Once those changes are made and the contract is signed, they  
158 can order the building and move forward.

159

160 Mr. Soucy concurred they were waiting for the contract to be finalized so the building can be ordered.  
161 With regard to the numbers, the project bottom line had reduced from \$1,153,000 to \$920,000 by going  
162 with a Morton Building instead of a pre-engineered steel building. Mr. Haverty understood Morton's  
163 delivery would take approximately 4-5 months after contract signed. Mr. Soucy said once the contract  
164 was signed, they could schedule the foundation to go in. He anticipated the delivery date may be sooner  
165 because Morton had some cancelations. He explained after the contract was signed, he would write the  
166 RFP for subcontractors; the current schedule of values was from the original submission.

167

168 Mr. Lynde recalled a concern was raised regarding the added load from the solar arrays and questioned  
169 if it had been taken into account with the Morton building. Mr. Soucy said it had been taken into  
170 account.

171

172 Mr. McCarthy asked if they were going to use radiant heat. Mr. Soucy replied originally, they were  
173 going to use waste oil heaters but now they would be using propane heaters that hung off the ceiling in  
174 the shop for heat. The office building would have a separate HVAC system for air conditioning. He  
175 heard a gas line would be heading (down Windham Road) in the direction of the Highway building in  
176 the near future; when that happens, they can switch from propane to natural gas. During building  
177 construction, they can run a natural gas line to the street to hook up at a later time. Mr. Soucy stated  
178 he had a conversation with someone from Liberty Utilities that handles offsite field engineering. He  
179 needed to let them know the gross BTUs so they can inform what size pipe to use. Mr. McCarthy asked  
180 if the pipe would be brought to Windham Road. Mr. Soucy answered no; just to the street (in front of  
181 the Highway building). He believed if the line came down Windham Road, he could get Liberty  
182 Utilities to bring the line in to the area of the building.

183

184 Mr. Cote inquired who would be doing the foundation. Mr. Soucy replied it would go out to bid.

185

186 Mr. McCarthy asked Mr. Soucy if he had seen the comments returned from legal. Mr. Soucy replied  
187 he hadn't seen them yet. Mr. McCarthy stated he would forward them and asked Mr. Soucy to pass  
188 them to the Morton Building representative. Mr. Soucy said he would.

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Mr. Haverty asked Highway Agent Frank Ferreira if he had anything to add. Mr. Ferreira replied everything was moving forward; he was on the ‘same page’ as Mr. Soucy.

**DISCUSSION**

**Liberty Utilities / NH SAVES Light Replacement Rebate Program**

Mr. McCarthy mentioned during the last few years the Town had replaced and converted all its florescent lights in all Town buildings/facilities to LED technology. In the NH SAVES Program, they do an assessment, outline the needs, and inform what the cost will be. The Program pays for half the cost and the remaining balance is rolled into the electric bill. He received a call from the Town’s electrician (DEM Electric) who was informed by the Program’s representative there was still money to issue to towns for additional lighting. Mr. McCarthy stated in the previous project they did the Town Hall with the exception of the rear wing (classroom area) employee entrance. With those spaces being slated for future use an assessment was done and received an estimated cost of \$8,797.95; the Program will pay half, leaving \$4,398.98 as the Town’s cost to be rolled into the electric bill. This will complete the municipal building.

**MOTION:** (Lynde/Bergeron) To approve the request to submit for the Liberty Utilities / NH SAVES Light Replacement Rebate Project

**ROLL CALL** Mr. Haverty - Yes

**VOTE:** Ms. Forde – Yes  
Mr. Bergeron – Yes  
Mr. Lynde – Yes  
Mr. Cote - Yes  
(5-0-0) The motion carried.

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**Castle Hill Road Bridge / Windham**

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Mr. McCarthy stated the Castle Hill Road in Windham had a small bridge that came into Castle Hill Road in Pelham that had been closed for approximately four years. He received correspondence from his counterpart in Windham asking if Pelham would sign an easement deed so they could replace the bridge and re-open the road. The information has been forwarded to Town Counsel and approved. Mr. McCarthy asked the Board for authorization to sign for the Town.

Ms. Forde asked if Windham had a timeline for the repair. Mr. McCarthy didn’t know of any timeline but hoped they would have it done as soon as possible.

There was no objection to Mr. McCarthy moving forward and signing for the Town.

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**Temporarily upgrade Health Officer to a part time position**

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Mr. Haverty stated he would like to maintain a piece of the topic for the Board’s non-public session.

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Mr. McCarthy stated the Health Officer (Karen McGlynn) had been working virtually everyday on the COVID-19 business and felt everyone could agree she had been an invaluable resource during the crisis and protect the citizens. He informed the Board Ms. McGlynn was only working on a quarterly stipend of approximately \$700. He asked if the Board would consider temporarily increasing her to a part-time (hourly) position with no benefits until things settle down. He told the Board under the CARES Act

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231 the Health Officer's salary was reimbursable. The reimbursement can be put back into the budget lines  
232 as long as the Board of Selectmen vote to do so. He said typically money received is considered revenue  
233 and put into the General Fund; however, in speaking to his contact at the Governor's office, Mr.  
234 McCarthy learned as long as the Board of Selectmen vote to do so, they can put the reimbursement  
235 money back into the salary line items. He felt it was important to make the adjustment given that Ms.  
236 McGlynn was a hard worker who dedicated a lot of hours.

237

238 Mr. Haverty stated Ms. McGlynn may be the best credentialed person in the State for the given  
239 situation. He said the Town was extremely fortunate to have the resource. He felt if the CARES Act  
240 was capable of funding the salaried position that would enable her to continue in the role, it would be  
241 an easy decision to modify the position.

242

243 Mr. Lynde asked how many hours per week would be specified. Mr. McCarthy replied it varied; it  
244 could be 25 hours. Mr. Lynde suggested running the position and salary by the Department of Revenue  
245 Association ('DRA'). Mr. McCarthy replied the State contacted DRA and then got back to him with  
246 the process of how to put the money back into the salary lines.

247

**MOTION:** (Lynde/Forde) To temporarily reclassify Karen McGlynn's position as Health Officer, from stipend to part-time, for a period of time as long as the CARES Act is in effect to fund the position.

**ROLL CALL** Mr. Haverty - Yes

**VOTE:** Ms. Forde – Yes

Mr. Bergeron – Yes

Mr. Lynde – Yes

Mr. Cote - Yes

(5-0-0) The motion carried.

248

249 Mr. Lynde believed the pay should come out of the Health Officer budget line. Mr. McCarthy replied  
250 they could over-expend the salary line item and put the money back in when they are reimbursed.

251

252 **Restaurant outside seating update**

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254 Mr. Cote informed the Planning Board held an emergency meeting and made a motion to (temporarily)  
255 relieve site plan restrictions (during COVID-19) for restaurants to be able to have outdoor seating. The  
256 Planning Board's vote related only to the site plan restriction. He said if there was a food/beverage  
257 service location, the business would still need to abide by the Governor's order (and associated Town  
258 rules/inspections). He said the billiards place (Shooters) had a separate situation with the State because  
259 there was liquor involved; however, if the State approves their location, the vote taken by the Planning  
260 Board would include them. He added if Chunky's wanted to do something they could contact the  
261 Planning Department with a proposal.

262

263 Mr. Haverty asked if there was a list of interested restaurants. Mr. Cote didn't believe they had a list.  
264 He felt it was their job to present the opportunity.

265

266 Mr. McCarthy asked if there was mention about an alcohol license through the Liquor Commission.  
267 Mr. Cote stated State Representative Hershel Nunez called in to the meeting and gave some information  
268 regarding liquor licenses; basically, the Governor's office hasn't moved on the situation. He said the  
269 Planning Board moved on allowing (outside seating) if the State had first allowed it (for an alcohol  
270 beverage establishment). Mr. McCarthy said from his contact with the Governor's office he understood  
271 if an establishment wanted to serve alcohol outside, they had to apply for a waiver from the New

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272 Hampshire Liquor Commission in order to accomplish that. Mr. Cote said the Planning Board was  
273 only concerned with the local rules.

274

275 **Hobbs Community Center (Senior Center) Phase 2 opening and tent request**

276

277 Mr. McCarthy stated the Health Officer had already taken care of the phase 2 opening. He said Director  
278 Sara Landry had submitted a request to rent a tent so they can do things outside. Information was  
279 provided to the Board; the total rental cost is \$1,410.00 (per month). He added the expenditure would  
280 be reimbursed by the CARES Act. He told the Board the Council on Aging would pay for the first  
281 month's rental fee. Mr. McCarthy stated Fire Inspector John Hodge would review the tent. He ended  
282 by saying he didn't need a motion, just a general consensus of the Board.

283

284 Ms. Forde asked if the tent would be located in the parking lot. Mr. McCarthy believed it would be  
285 located on the grass in back of the center. He will follow up to inform of the final location and assured  
286 the Board holes would not be punched into the pavement.

287

288 There was no objection by the Board and a consensus was reached to move forward with the request.  
289 Mr. McCarthy will ensure Ms. Landry reaches out to Inspector Hodge.

290

291 **TOWN ADMINISTRATOR / SELECTMEN REPORTS**

292

293 Ms. Forde reported she received confirmation from High School Principal Meade they were working  
294 out an amended version of a graduation ceremony that would probably occur later in the summer but  
295 would appreciate June 12<sup>th</sup> being proclaimed graduation day for the Town of Pelham. She believed  
296 there would be a parade route for seniors and asked if she could have a sign printed for placement at  
297 Town Hall. There was no objection. Mr. Haverty stated they could discuss the logistics with Mr.  
298 McCarthy regarding the proclamation.

299

300 Mr. Cote asked if it would be possible to relieve the restrictions of in-person meetings for the Planning  
301 Board. He explained there were a lot of things that made the Zoom platform difficult for their type of  
302 meeting. He wanted to know if something could be done to have the members in the room. Mr. Haverty  
303 asked the date of the next Planning Board meeting. Mr. Cote replied June 1<sup>st</sup>. During the meeting there  
304 are seven full-time members, five alternate members and the cable television staff. Mr. Haverty asked  
305 how appointments would be conducted. Mr. Cote said he was looking for suggestions to make the  
306 meeting run smoother.

307

308 Mr. McCarthy believed the Zoning Board meeting worked well by having designated areas for people  
309 to queue as appointments were processed through. He added Zoning Administrator Jenn Beauregard  
310 ran the meeting efficiently and suggested Mr. Cote speak to her regarding organization. He believed it  
311 would go a long way if they adhered to the 10-person minimum and have a consensus that people would  
312 wear masks. Mr. Cote noted without the public being present there would already be (over) ten people.  
313 Mr. Lynde offered, as an alternate, he would call in (electronically).

314

315 Mr. Haverty asked Mr. McCarthy to bring the question to the Health Officer's attention and then inform  
316 the Board of her opinion. He said the current restriction was set by the Board of Selectmen. Mr. Cote  
317 suggested the restrictions possibly be released by Ms. McGlynn's authority. Mr. McCarthy asked if  
318 the Board would defer to Ms. McGlynn's judgment if she signed off on a process, she was comfortable  
319 with. Mr. Haverty stated he would be comfortable authorizing Mr. McCarthy to make the decision  
320 with Ms. McGlynn's input.

321

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322 Mr. Lynde agreed the last Planning Board meeting was lengthy and slowed down a bit because of roll  
323 calls; however, he believed it would have been the same length (time wise) if everyone was in the room.  
324 Mr. Cote noted there were problems with members connecting electronically.

325

326 Mr. McCarthy questioned if there could be time limits for the cases. Mr. Cote understood the point,  
327 but noted the applicant presentation is usually quick, but the rest of the process including Planning  
328 Board member and public questions can make a meeting longer. He added there was also some  
329 information handed out during a meeting that might not be in the member meeting packet.

330

331 Mr. Haverty was interested in hearing the Health Officer's interpretation/opinion. Mr. McCarthy  
332 understood a lot of businesses were allowed to be open at 50% capacity and believed Sherburne Hall  
333 had a 197-person limit. It was Mr. Haverty's understanding the meetings didn't fall under the same  
334 guidelines as stores/restaurants.

335

336 Mr. Haverty reported the Budget Committee held their first (organizational) meeting, during which  
337 Dave Cronin was elected Chair and Amber Capone was elected Vice Chair and Bob Sherman was  
338 appointed to the Capital Improvement Project committee. Meetings this year will be held on Thursday  
339 evenings beginning September 3rd at 7pm. He mentioned the Budget Committee proposed meeting a  
340 week earlier than usual. Mr. McCarthy will follow up with Mr. Cronin regarding their site walk date.  
341 Mr. Haverty informed the Budget Committee also asked about the status of the Deputy Treasurer  
342 position. He informed them the position was being looked at in the interest of business continuity and  
343 hoped the Treasurer would take the item up in the fall.

344

345 Mr. Haverty mentioned the Memorial Day services were quiet and somber. He said the veterans had  
346 done a great job. The service was well attended and properly socially distanced by attendees. He was  
347 honored to be part of the ceremony.

348

349 Mr. McCarthy provided the Board with a draft budget season schedule in the Board's meeting packet.  
350 In previous years, the Board met every week during July and August. He stated with the new budget  
351 software he asked if the Board would consider a modified budget season where the Board is notified  
352 when budgets are ready to be viewed. Board members can review the budgets and submit their  
353 questions so a department head can be scheduled to meet with the Board to provide an explanation. In  
354 August, the Board could conduct a budget review meeting with all department heads present for any  
355 additional questions. Once the budget is approved by the Selectmen it would then be forwarded to the  
356 Budget Committee.

357

358 Mr. Lynde noted typically the Board informs departments their budgets should start as the approved  
359 figure from the prior year and include any contractual increases. Once the departments determine that  
360 figure, they create a 'priority list' of items for additional consideration by the Selectmen. Mr. McCarthy  
361 replied he informs the departments each year their budgets should start as a zero-based budget. All  
362 priority list information can be included for Board review. He said he was trying to accomplish a more  
363 stream-lined budget review season. Mr. Haverty said the Board will discuss the suggestion at an  
364 upcoming meeting.

365

366 Mr. McCarthy provided the Board with a copy of the Tree and Bench Policy. He stated the Board had  
367 a presentation March 3, 2020 on putting up military banners for service men and women from Pelham  
368 who made the ultimate sacrifice. At the end of the meeting the Board had decided to hang banners for  
369 Sergeant Daniel Gionet on the telephone poles near the Gionet Bridge. During that meeting there was  
370 some suggestion to modify the policy to perhaps include banners and clean up the language. The  
371 changes to the policy were highlighted and deletions showed a strikethrough. Mr. McCarthy reached  
372 out with Liberty Utilities regarding the banners for Sgt. Gionet; over the phone they have endorsed



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373 hanging the banners and just need to go through the paperwork process of allowing it to happen. He  
374 said with the Board's permission he would like the authority to sign the appropriate paperwork.

375  
376 Mr. Lynde confirmed there was no cost to the Town (related to the banners). Mr. McCarthy replied  
377 there was no expense to the Town. Mr. Cote summarized the previous discussion by the Board that  
378 ensured there would be a fair process of recognition for everyone.

379  
380 Mr. McCarthy provided the Board with an update of the sidewalk project by Liberty Utilities (from  
381 Gibson Cemetery traveling to Willow Street). The representative indicated they were compiling a  
382 packet for a pre-construction meeting.

383  
384 Mr. McCarthy ended by informing the Board regarding the results from the posting of the Agriculture  
385 Commission and Energy Committee. There was one applicant for the Energy Committee. There were  
386 ten applicants for the Agricultural Commission. He will discuss the interview process with the Board.  
387 Mr. Cote understood there were two members of the Planning Board that had submitted applications  
388 for the Agricultural Commission and noted only one could be appointed per Statute. He said when the  
389 Board discusses appointments, he would recommend the Planning Board member be appointed to the  
390 one-year position.

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**REQUEST FOR NON-PUBLIC SESSION**

**MOTION:** (Lynde/Forde) Request for a non-public session per RSA 91-A:3,II, a (personnel)

**ROLL CALL** Mr. Haverty - Yes

**VOTE:** Ms. Forde – Yes  
Mr. Bergeron – Yes  
Mr. Lynde – Yes  
Mr. Cote - Yes  
(5-0-0) The motion carried.

394  
395 It was noted that when the Board returned, after the non-public session, the Board would not take any  
396 other action publicly, except to possibly seal the minutes of the non-public session and to adjourn the  
397 meeting. The Board entered into a non-public session at approximately 8:11pm.  
398

**MOTION:** (Lynde/Cote) To leave non-public session.

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

399 The Board returned to public session at approximately 8:18pm.

400  
401 Minutes of non-public session were not sealed.

402  
403 **ADJOURNMENT**  
404

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

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

405  
406 The meeting was adjourned at approximately 8:18pm.

407 Respectfully submitted,  
408 Charity A. Landry, Recording Secretary