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APPROVED
TOWN OF PELHAM
BOARD OF SELECTMEN - MEETING MINUTES
September 1, 2020
APPROVED – September 15, 2020

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

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

ABSENT: None

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PLEDGE OF ALLEGIANCE

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MINUTES REVIEW:

August 25, 2020:

MOTION: (Cote/Forde) To approve the August 25, 2020 meeting minutes as written.

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

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ANNOUNCEMENT(S)

Mr. McCarthy provided an update regarding the drought situation. He informed the Town had been upgraded from a ‘moderate’ to a ‘severe’ drought effective August 27, 2020. The New Hampshire Department of Environmental Services urges people to practice water conservation and to refrain from outside watering to preserve wells.

The Town mandatory water ban remains in place from 8pm to 8am. Odd street number addresses are watering on odd calendar days; even street number addresses are watering on even calendar days. Mr. Haverty questioned if the Town had been enforcing the ban. Mr. McCarthy stated Code Enforcement had been contacted and there were some ‘door knockers’ that have been hung on people’s doors. They were watching the situation and taking the appropriate action. Given the change of status, Mr. Lynde wanted to know if the Town should be more restrictive. Mr. McCarthy replied that was for the Board to decide.

Mr. Cote inquired if there had been any well issues in Town. Mr. McCarthy replied not to his knowledge. Mr. Haverty confirmed the Town was adhering to the water ban on its own properties. Mr. McCarthy answered yes.

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OPEN FORUM

No one came forward.

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APPOINTMENTS

Fire Chief James Midgley – Covid Update

Chief Midgley reviewed the latest/recent statistics for the State and Town. The Health Officer (Karen McGlynn) has been working with the schools to ensure nurses have been fit tested with proper

45 protection in the event they need to work with someone with COVID or the potential of having it. The
46 Fire Department is still working with the Nashua Public Health to ‘firm up’ their point of distribution
47 plans. During the last few weeks, the Health Officer has been working with potential large gatherings
48 that may occur within the community to ensure they are consistent with the Governor’s guidelines and
49 conducted safely. Chief Midgley informed New Hampshire was the third safest state; based on statistics
50 per 100,000 population. Most of the significant infection rates are showing up in the western and (deep)
51 southern states.

52
53 Mr. Bergeron questioned if there were statistics showing the age breakdown for cases. Chief Midgley
54 replied he could get the breakdown; however, over 90% of patients succumbing to it have had co-
55 morbidities although there were some who didn’t have any reason to not survive.

56
57 **PUBLIC HEARING: Review of the proposed changes to the Livestock Ordinance**

58
59 Mr. Haverty discussed the manner in which the public hearing would be held. He then read aloud a
60 letter submitted to the Board by Cindy Kirkpatrick of 7 Mosey Lane that described her personal
61 situation with a neighbor who currently had upward of twenty cows on a 2.3 acre parcel that were being
62 raised for slaughter. The letter described the Kirkpatrick’s safety and quality of life issues because of
63 their neighbor’s cows. The relationship between neighbors was cordial but had now turned sour and
64 they have stopped talking to each other. Ms. Kirkpatrick liked the idea of the Animal Control Officer
65 and Agricultural Commissioner working with owners to ensure animal enclosures and practices were
66 adequate. She liked the idea of issuing warnings for 1st and 2nd circumstances and believed fees could
67 be good deterrents for people not doing the right thing. She thanked the Board and especially Mr. Cote
68 as he was the first to do something and really listen to find ways to help families in similar situations.

69
70 Jenny Larson, Chair of the Agricultural Commission, 132 Main Street came forward in person. She
71 read a prepared statement that respectfully asked the Selectmen to wait on moving forward with the
72 Livestock Ordinance. The Agricultural Commission (‘AGC’) would like the opportunity to assist
73 individuals prior to fining them. She pointed out New Hampshire had an RSA for situations when
74 animals get loose (RSA 635-3 – Trespassing Stock) and went on to read a portion aloud. Ms. Larson
75 told the Board she had a scheduled phone appointment with the State Agricultural Commissioner to
76 discuss the RSA, violations, and penalties. She noted the AGC’s first meeting is September 3rd; they
77 haven’t had an opportunity to collectively share information with one another for the Livestock
78 Ordinance. She respectfully requested the ability for the AGC to do so; they could be the Board’s asset
79 and resource to help the community.

80
81 Danielle Masse-Quinn, 9 Meadow Lane (Planning Board member speaking as a resident and livestock
82 owner) came forward in person. She read a prepared statement that summarized previous discussions
83 by the Board and itemized research she had done relating to complaints filed with the Town’s Code
84 Enforcement. She stated the ordinance being discussed was passed at a regular meeting of the Board
85 of Selectmen, by two members on November 9, 1971. She said the 1971 order was never voted in or
86 adopted by the Town through a Town vote. This 1971 order has never been enforced, nor could it be
87 enforced today. Ms. Masse-Quinn questioned why the Board would re-name and update an old order
88 that was never adopted by the Town without giving the Town the opportunity to vote. She wanted to
89 know the importance of taking the vote away from the Town and stated the elected officials should
90 work for the best interest of the Town not a particular area or certain few. Ms. Masse-Quinn asked the
91 Board to remove the 1971 order (now named Livestock Ordinance) in its entirety or allow the
92 community to vote (regarding such) on a Town ballot. She ended by summarizing the sources where
93 she gathered the information presented.

94

BOARD OF SELECTMEN MEETING/September 1, 2020

95 Mr. Haverty responded by informing the Board had not voted regarding an ordinance. He said the
96 Board stated in the past they wanted to work with the Agricultural Commission to develop something
97 that made sense. In 2017, Article #21 on the Town ballot the voters approved the adoption of RSA 41-
98 14,B which authorized the Selectmen to establish and amend certain Town codes and ordinances after
99 they hold two public hearings on the establishment or amendment of the ordinance or code; provided
100 however, upon the written petition of 50 registered voters presented to the Selectmen prior to their vote
101 on the establishment or amendment of the ordinance or code the issue shall instead be inserted as an
102 article on the warrant for the next Town meeting. This establishment or amendment shall not apply to
103 Zoning, Historic Ordinances or Building Codes governed by the adoption of rules. Mr. Haverty
104 summarized the Selectmen, absent a petition of 50 registered voters, have the ability to adopt an
105 ordinance. He noted the Board was currently holding the second of two public hearings and have said
106 they wanted to wait for feedback from the newly formed Agricultural Commission. He didn't know
107 that the Board had done anything that wasn't working for the best interest of the Town's people. Ms.
108 Masse-Quinn stated she was just presenting her research. Considering the voters had eliminated Article
109 #3 (during 2020 Town Meeting), she felt it would be in the best interest of the Board to want the Town
110 to come together. Mr. Haverty replied the ordinance being discussed was vastly different than Article
111 #3. He said the Board wasn't taking anyone's rights away, they were simply saying if someone has
112 livestock, they should control it. He said they were asking for feedback. Ms. Masse-Quinn stated there
113 were no complaints to support a reason to update the livestock ordinance.
114

115 Hershel Nunez, State Representative, came forward and began by thanking the Board for the
116 opportunity to speak. He spoke about community and felt they had an opportunity (with the issue) to
117 allow the newly formed Agricultural Commission ('AGC') to do its job. He watched the previous
118 Board meetings and was present for the first AGC meeting. He said everyone in Town were 'neighbors'
119 and should help each other out and experienced such during his 26-years as a resident. Mr. Nunez
120 urged the Board to consider allowing the AGC to take the ordinance and come to a resolve within
121 themselves and present something to the Board. He believed before voting on an ordinance containing
122 a hefty fine everyone should think about the community and how they help each other and allow the
123 AGC to do their job. He felt they would come up with good ideas and provide educational opportunities
124 for the farming community.
125

126 Margery Moore, 5 Foreman Lane came forward in person. She agreed with Mr. Nunez regarding being
127 a community and allowing people to go to the Town for help. She said it made sense for people to have
128 a place to get help. She opposed the proposed ordinance.
129

130 No one else came forward to speak. Mr. Haverty closed the public hearing.
131

132 Mr. Cote mentioned he spoke about the issue on a video in February 2019 as it came to a vote on the
133 2019 Town Warrant. He said the vote was in regard to a Zoning change, which was the ultimate of
134 telling someone what they can and/or can't do on their property. He said in order for it to have come
135 to fruition, there must have been an issue. He said at the time, they were aware of situations in two
136 different neighborhoods and the vote passed with Planning Board approval and by over 200 votes.
137 From the time he was elected, he's made it his mission to keep property rights out of Zoning. After
138 many meetings and speaking with people, it was asked of the Planning Board and the voters (the
139 following year) to reverse the decision; overwhelmingly the decision was reversed. He was confused
140 by people saying there were no issues and questioned how Zoning changed if that were true. Mr. Cote
141 mentioned people had moved from one particular neighborhood (having a situation). He said they were
142 there because people weren't being neighborly and couldn't resolve their issues. He commented if the
143 Board decided to adopt the ordinance, the AGC should take it as a challenge to make it better and
144 present it to the Board. He feared there were members of the AGC that don't believe the ordinance
145 should be with the Selectmen. He didn't know how much time the AGC would need to review/present

146 something. Mr. Cote stated there were a lot of things the AGC should do and this was an issue they
147 should address. It was also the responsibility of the Board to look at scenarios in Town and see how
148 they could solve them. Mr. Cote pointed out he presented the issue (basic nuisance ordinance) nearly
149 7-8 months ago at a Planning Board hearing. He feared if the Board didn't make a decision the issue
150 would continue to be pushed off. He spent approximately eighteen months researching the topic and
151 spoke about the minimum acreage requirements for animals that other Towns had in place. He said it
152 wasn't unusual to have an ordinance; however, it was important to keep it out of zoning. He added a
153 person's right to enjoy their property should not be superseded by another person's right to enjoy their
154 property; it was about creating a balance. He hoped the ordinance was never enforced.

155
156 Mr. Lynde felt the problem with Ms. Kirkpatrick's situation was she didn't report all the instances. He
157 believed there were some issues that needed to have a case built. He felt the fine should be 'up to' \$250
158 at the discretion of the Animal Control Officer.

159
160 Mr. Bergeron saw no issue sending the ordinance to the Agricultural Commission so see what they
161 would bring back to the Board. He said once they return with information the Board could then make
162 a decision. Ms. Forde agreed with having the AGC review the ordinance for an opinion with the
163 understanding that it was not an option to report back that the ordinance should be gone in its entirety.
164 She said they couldn't pretend that everything was fine when it was very clearly not; there had to be a
165 'happy medium' that satisfied all parties.

166
167 Mr. Lynde assumed if the Board adopted the ordinance, they would not be adverse to getting reasonable
168 feedback from the AGC, holding more hearings, and including other things.

169
170 Instead of voting something in during the present meeting, it was Mr. Haverty's opinion to let the AGC
171 look at the framework and provide feedback. He agreed with Ms. Forde's point and would like to come
172 up with something that worked for everybody. He asked Ms. Larson to come forward and asked how
173 long the AGC would need to review and come up with something for the Board. Ms. Larson came
174 forward and explained the AGC would be meeting on September 3rd and she had a phone appointment
175 with the State's Agricultural Commissioner in two weeks. She would like the opportunity to speak
176 with the commissioner and the AGC to come up with a solution to satisfy everyone on both sides. She
177 began to speak to Ms. Kirkpatrick's letter. Mr. Haverty limited the discussion as the public hearing
178 had been closed. Ms. Larson pointed out there was now an AGC for people to speak with.

179
180 After reviewing the calendar, there was a consensus by the Selectmen to include an agenda item for
181 October 13th to allow the AGC the opportunity to come back with a recommendation.

182
183 **2021 Town Budget Review**

184
185 Town Finance Director Jean Olson and IT Administrator Brian Demers were present for budget
186 presentation.

187
188 *Elections:*

189 2020 Budget – \$30,779

190 2021 Request – \$16,283 (a reduction of \$14,496 from last year)

191 **MOTION:** (Forde/Cote) To approve \$16,283 as the 2021 Election budget.

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

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BOARD OF SELECTMEN MEETING/September 1, 2020

194 *Town Clerk / Tax Collector:*
195 2020 Budget - \$266,846
196 2021 Request - \$274,441 (an increase of \$7,595 over last year)
197

MOTION: (Cote/Forde) To approve \$274,441 as the 2021 Town Clerk/Tax Collector budget.

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

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200 *Assessing Department:*
201 2020 Budget - \$206,640
202 2021 Request - \$221,315 (an increase of \$14,675 over last year)
203

204 Priority item: \$10,000 for document managing program upfront cost and \$3,000/year thereafter.

205
206 Mr. Cote recalled discussing the priority item and felt it was a good program, especially given the cloud
207 technology; he was in favor of adding the item into the proposed budget. Mr. Bergeron was also in
208 favor.
209

MOTION: (Cote/Forde) To approve \$231,315 as the 2021 Assessing Department budget.

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

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212 *Cemetery:*
213 2020 Budget - \$152,793
214 2021 Request - \$162,266 (an increase of \$9,473 over last year)
215

216 Selectmen ‘ceremonial’ vote.

MOTION: (Cote/Forde) To approve \$162,266 as the 2021 Cemetery budget.

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

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219 *Conservation Commission:*
220 2020 Budget - \$5,989
221 2021 Request – Level Funded
222

MOTION: (Forde/Cote) To approve \$5,989 as the 2021 Conservation Commission budget.

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

223
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225 *Cable Department:*
226 2020 Budget - \$145,873
227 2021 Request - \$146,688 (an increase of \$815 over last year)
228

229 Priority items: 1) Cable Coordinator salary increase and 2) Technician hourly increase from
230 \$10.50/hour to \$11.00/hour.
231

BOARD OF SELECTMEN MEETING/September 1, 2020

232 Cable Coordinator Jim Greenwood came forward. He didn't have the exact figures for the salary
233 percent increase. He explained the \$.50 increase for the technicians was included in a salary 'pool';
234 the employees had varying rates based on longevity. The proposal was the average increase figure.
235 Currently there are two college students and three high school students employed. The Board asked for
236 the exact increase figures. Mr. Haverty stated the Board would react to the base budget submitted and
237 consider salary information once submitted.
238

MOTION: (Cote/Lynde) To approve \$146,688 as the 2021 Cable Department budget.

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

239

240

241 *Library:*

242 2020 Budget - \$527,953

243 2021 Request - \$543,000 (an increase of \$15,047 over last year)

244

245 Selectmen 'ceremonial' vote.

MOTION: (Cote/Forde) To approve \$543,000 as the 2021 Library budget.

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

246

247

248 *Senior Center:*

249 2020 Budget - \$146,643

250 2021 Request - \$148,336 (an increase of \$1,693 over last year)

251

252 Priority items: 1) increase staff hours (administrative assistant) from 20 hours to either 32 or 40 hours
253 3) add outreach coordinator
254 2) expand transportation
255

256 Senior Program Director Sara Landry came forward. She her top priority request to increase the hours
257 for the administrative assistant to 40 hours, or at a minimum 32 hours. She said the other two items
258 were 'down the road' for consideration. She explained the duties currently handled by her
259 administrative assistant and how the additional hours would be beneficial to the center and to lift some
260 of the workload.
261

262 Mr. Cote requested more information regarding the outreach position. Ms. Landry explained the
263 outreach position would have the ability to go to someone's home within the Town to help people go
264 through assistance requests to access services and navigate on-line applications. They also work with
265 families who have senior members coming out of the hospital or rehab that need home care
266 management. Mr. Cote questioned if the administrative assistant could act as the outreach person. Ms.
267 Landry believed doing both positions would be too much work and added the outreach position should
268 be filled by someone with social work experience. She noted her own background was in both social
269 work and program administration. She said services in New Hampshire were already hard to access
270 and was concerned with the Town's aging population.
271

272 Mr. Lynde asked if the proposed increase in hours for the administrative assistant would need insurance.
273 Ms. Landry answered yes. She noted the amounts provided to her for insurance and retirement from
274 the Town's business office. Mr. McCarthy noted typically all the figures were included in the proposed
275 budget breakdown for the Board and Budget Committee.
276

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277 Mr. Cote wanted to know which was more important, a full-time administrative assistant or the part-
278 time outreach position. Ms. Landry replied her number one priority was the administrative support.
279 Currently, she is the only full-time staff in the building. She said it was difficult for her to work on-
280 on-one with people and at the same time manage people who need assistance. The second priority
281 would be the outreach position and third would be travel.

282
283 Mr. Lynde stated he would support the administrative assistant this year and the other two requests next
284 year.

285
286 Mr. Haverty inquired about the duties of the bus driver and what they did during the day. Ms. Landry
287 replied during normal operation, the bus did several runs throughout the day; two runs bringing people
288 into the center, assisting people to run errands, and bringing them back home after activities. Mr.
289 Haverty asked if everyone was registered into the program. Ms. Landry replied anyone riding the bus
290 was registered in the Senior Center data base.

291
292 Mr. Bergeron wanted to know if the existing administrative position had benefits. Ms. Landry answered
293 no; the position was currently 20 hours per week. An employee qualifies for benefits at 29 or more
294 hours; 35 or more qualifies for New Hampshire retirement. Mr. Bergeron supported increasing the
295 position to 40 hours because there wasn't much difference (between 32 and 40 hours).

296
297 Mr. Haverty questioned if they had the ability to determine the dollar figure for the increased hours.
298 Ms. Olsen replied the figure would depend on the type of plans chosen by the employee, the tax
299 percentage, and the New Hampshire retirement figure. Mr. McCarthy noted the Board typically saw
300 all costs associated with the position. Mr. Cote questioned if they could send the budget to the Budget
301 Committee with a suggestion that the Board agreed to include the full-time (administrative) position.
302 He understood approximately 1/3 of the Town's population were seniors and the other 2/3 of the Town
303 would be asking for a school. Although he supported the full-time position, he thought hiring an
304 outreach person on a full-time basis was more beneficial than having a full-time assistant with part-
305 time outreach. Ms. Landry replied she was currently managing outreach but not as much as she would
306 like to. She suggested reviewing the situation in a year because with additional administrative
307 assistance she might have more flexibility to do more outreach. She said she included transportation
308 on her list because it would also need to be reviewed.

309
310 Mr. McCarthy suggested the Board consider the budget 'as submitted' and then have a discussion with
311 the Budget Committee that the figures would be submitted.

312
313 The Board supported the request for a full-time (40 hour) administrative assistant position.
314

MOTION: (Forde/Lynde) To approve \$148,336 as the 2021 Senior Center budget.

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

315
316 Mr. Lynde made a motion to prepare the details of increasing the administrative assistant from 20 hours
317 to 40 hours and all the budget information needed to bring to the Budget Committee with the approval
318 from the Board of Selectmen. It was Mr. Cote's opinion that obtaining the numbers was Ms. Landry's
319 job. He felt the motion should be that the Selectmen recommend to the Budget Committee increasing
320 the position to full-time. Mr. Lynde said the Selectmen support going from 20 hours to 40 hours and
321 would bring the Budget Committee updated budget figures. He said the Board needed to support Mr.
322 Haverty making that statement to the committee. Mr. Cote stated the motion should simply be
323 supporting the position going to a full-time position.

324

BOARD OF SELECTMEN MEETING/September 1, 2020

MOTION: (Lynde/Cote) To support the administrative position being a full-time position.

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

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326

327 *Park and Recreation:*

328 2020 Budget - \$263,261

329 2021 Request - \$264,616 (an increase of \$1,355 over last year)

330

331 Priority item: to increase maintenance salary from \$12/hour to \$13/hour.

332

MOTION: (Cote/Bergeron) To increase the maintenance position from \$12/hour to \$13/hour.

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

333

334 New budget figure: \$265,816, representing an increase of \$2,555 over last year.

335

336 Mr. Lynde inquired how many hours per week the position worked. Park and Recreation Director Brian
337 Johnson came forward and replied the average was 20 hours per week. He explained there was more
338 than one person. The work is heavier in the summer. During the spring and fall there is one employee
339 who works approximately 15-20 hours per week. He stated the budget is based on 30 weeks.

340

MOTION: (Cote/Forde) To approve \$265,816 as the 2021 Park and Recreation budget.

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

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342

343 *Planning Department:*

344 2020 Budget - \$507,131

345 2021 Request - \$557,804 (an increase of \$50,673 over last year)

346

MOTION: (Lynde/Bergeron) To approve \$ as the 2021 Planning Department budget.

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

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349 *Police Department:*

350 2020 Budget - \$3,373,951

351 2021 Request - \$3,376,758 (an increase of \$2,807 over last year)

352

353 Priority items: 1) Cruiser tablets (10 units) - total \$66,707

354 2) Light bars and siren pack (11 units) – total \$24,200

355

356 Mr. Cote noted the Chief discussed deferring the cruiser lease and using the savings to be proactive.
357 He felt the cost for the priority items was a good decision. Mr. Haverty agreed with the idea of the cost
358 savings and delaying the lease made the request ‘a wash’. He felt it would be money well spent
359 understanding the criticality of the requested items.

360

361 Mr. Lynde wanted to know what line item the money would go to. The proposed items will be listed
362 under new equipment.

363

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MOTION: (Cote/Bergeron) To add \$90,907 to the proposed 2021 budget.

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

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366

New budget request is \$3,467,666 an increase of \$93,000 over last year.

MOTION: (Lynde/Cote) To approve \$3,467,666 as the 2021 Police budget.

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

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Fire Department:

2020 Budget – \$2,491,529

2021 Request - \$2,647,234 (an increase of \$155,705 over last year)

MOTION: (Lynde/Cote) To approve \$2,647,234 as the 2021 Fire Department budget.

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

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Emergency Management:

2020 Budget - \$8,644

2021 Request - \$8,913 (an increase of \$269 over last year)

MOTION: (Lynde/Cote) To approve \$8,913 as the 2021 Emergency Management budget.

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

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Highway Department:

2020 Budget - \$1,810,268

2021 Request - \$1,814,976 (an increase of \$4,708 over last year)

Priority items: To purchase 2021 10-wheel dump truck with sander, plow, and wings to replace 2005 Freightliner 6-wheel - \$250,000 complete with 5-year lease as contained in 2021 Capital Improvement Plan.

Mr. McCarthy told the Board they were in the process of reviewing the figures (received earlier in the afternoon) and requested they react to the base budget.

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MOTION: (Cote/Lynde) To approve \$1,814,976 as the 2021 Highway Department budget.

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

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Transfer Station:

2020 Budget - \$861,154

2021 Request - \$895,146 (an increase of \$33,992 over last year)

Priority items: 1) \$7,000 to inspect, repair and rebuild all brake systems and address rot issues on three trailers.

398
399

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- 400 2) 90,000 to purchase 45-foot, 3-axle trailer (for trash) as contained in the Capital
401 Improvement Plan
402 3) \$20,000 to purchase a glass crusher
403

404 Mr. Lynde recalled last year the Board approved the purchase of a glass crusher and gave Mr. McCarthy
405 the authority to move forward. Mr. McCarthy said the Board approved it last year; however, there were
406 issues trying to get a vendor to build it and the purchase wasn't done within that calendar year. Because
407 the money wasn't encumbered, the item had to be put into the proposed budget.
408

409 Road Agent/Transfer Station Director Frank Ferreira came forward and told the Board the money was
410 never put into the budget to purchase a glass crusher because the vendor had backed out.
411

412 If approved, the cost for the trailer and glass crusher would be put into the new equipment line. Mr.
413 McCarthy stated he wanted to review leasing options for when the Town purchase large trucks. He
414 would like to review a lease program similar to the Police Department.
415

416 Mr. Cote felt the Board should hold off approving the trailer purchase until a decision was made
417 regarding Town-wide trash pickup versus having a Transfer Station. He wanted to see how the voters
418 felt about it.
419

420 Mr. Ferreira discussed his understanding regarding the lease program. Mr. McCarthy stated he wanted
421 to be confident about the numbers, so they didn't need to change them in the future. He felt the best
422 way to proceed was to forward the requested budget and allow time to put data together for the truck.
423

424 Mr. Lynde inquired how long it would take to put a glass crusher at the facility. Mr. Ferreira believed
425 it would take approximately three months.
426

427 The requested budget was amended to include the priority items: \$7,000 for repairs and \$20,000 for
428 glass crusher. New budget: \$922,146 (an increase of \$60,992 over last year)
429

MOTION: (Lynde/Forde) To approve \$922,146 as the 2021 Transfer Station budget.

VOTE: (4-1-0) The motion carried. Mr. Cote voted in opposition.

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432 *Technology:*

433 2020 Budget - \$161,728

434 2021 Request - \$166,734 (an increase of \$5,006 over last year)
435

436 Priority item: 1) continue to keep Comcast internet access along with new Consolidated Internet to
437 provide redundancy in the event the primary internet access should go down
438 \$3,708/yr.

439 2) Retain Splash Top – remote access program \$926/yr.
440

441 Mr. Haverly spoke in favor of retaining Splash Top as well as the redundant connection. He felt that
442 type of technology was important and had seen it in his professional career at the airport. He believed
443 the Town needed to be ready for when the next situation arises. He noted the redundant internet circuit
444 was 'short money' for that type of redundancy to ensure the Town could continue to operate critical
445 services in an emergency.
446

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447 Mr. Cote asked for further explanation regarding the internet ‘redundancy’. Mr. Demers described the
448 reason redundancy was important and situations in which having it would benefit the Town.
449

450 New figure with both priority items included: \$171,368 (an increase of \$9,640 over last year)
451

MOTION: (Lynde/Cote) To approve \$171,368 as the 2021 Technology budget.

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

452

453

454 *Town Buildings:*

455 2020 Budget - \$668,118

456 2021 Request - \$625,337 (a decrease of \$42,781 from last year)
457

MOTION: (Lynde/Bergeron) To approve \$625,337 as the 2021 Town Buildings budget.

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

458

459

460 *Selectmen:*

461 2020 Budget - \$525,214

462 2021 Request - \$530,324 (an increase of \$5,110 over last year)
463

MOTION: (Lynde/Bergeron) To approve \$530,324 as the 2021 Selectmen budget.

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

464

465

466 *Budget Committee:*

467 2020 Budget - \$1

468 2021 Request – level funded (placeholder)
469

MOTION: (Lynde/Cote) To approve \$1 as the 2021 Budget Committee budget.

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

470

471

472 *Debt Service Interest:*

473 2020 Budget - \$96,999

474 2021 Request - \$70,982 (a decrease of \$26,017 from last year)
475

MOTION: (Lynde/Cote) To approve \$70,982 as the 2021 Debt Service Interest budget.

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

476

477

478 *Debt Service Principal:*

479 2020 Budget - \$649,037

480 2021 Request - \$540,642 (a decrease of \$108,395 from last year)
481

MOTION: (Lynde/Forde) To approve \$540,642 as the 2021 Debt Service Principal budget.

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

482 -----

483

484 *Health Services:*

485 2020 Budget - \$73,500

486 2021 Request - \$73,700 (an increase of \$200 over last year)

487

MOTION: (Lynde/Cote) To approve \$73,700 as the 2021 Health Services budget.

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

488 -----

489

490 *Health Officer:*

491 2020 Budget - \$45,766

492 2021 Request - \$45,916 (an increase of \$150 over last year)

493

MOTION: (Lynde/Forde) To approve \$45,916 as the 2021 Health Officer budget.

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

494 -----

495

496 *Human Services:*

497 2020 Budget - \$73,290

498 2021 Requested - \$73,820 (an increase of \$530 over last year)

499

MOTION: (Cote/Lynde) To approve \$73,820 as the 2021 Human Services budget.

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

500 -----

501

502 *Legal:*

503 2020 Budget - \$96,000

504 2021 Request – level funded

505

MOTION: (Lynde/Cote) To approve \$96,000 as the 2021 Legal budget.

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

506 -----

507

508 *Town Celebrations:*

509 2020 Budget - \$9,260

510 2021 Request – level funded

511

MOTION: (Lynde/Cote) To approve \$9,260 as the 2021 Town Celebrations budget.

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

512 -----

513

514 *Treasurer:*

515 2020 Budget - \$15,249

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516 2021 Request – level funded
517

MOTION: (Cote/Forde) To approve \$15,249 as the 2021 Treasurer budget.

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

518 -----

519

520 *Trust Funds:*

521 2020 Budget - \$150

522 2021 Request – level funded

523

MOTION: (Lynde/Cote) To approve \$150 as the 2021 Trust Funds budget.

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

524 -----

525

526 *Insurance:*

527 2020 Budget - \$2,637,815

528 2021 Request - \$2,576,230 (a decrease of \$61,585 from last year)

529

MOTION: (Lynde/Cote) To approve \$22,576,230 as the 2021 Insurance budget. (*see amended motion to level fund*)

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

530

531 Mr. McCarthy noted the Town had not yet received the figure. He asked the Board to re-vote the
532 number to carry the figure from 2020 as a placeholder until updated information is received.

533

MOTION: (Lynde/Cote) To approve \$2,637,815 as the 2021 Insurance budget (placeholder).

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

534

535 -----

536

537 *Retirement:*

538 2020 Budget - \$1,917,125

539 2021 Request – level funded ‘placeholder’. Ms. Olsen informed the figures would be received in the
540 coming weeks.

541

MOTION: (Cote/Forde) To approve \$1,917,125 as the 2021 Retirement budget (placeholder).

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

542 -----

543

544 The Town 2020 Budget: \$17,768,706

545

546 Proposed 2021 Budget: \$18,020,562 (an increase of \$251,856 over last year)

547

MOTION: (Lynde/Cote) To approve \$18,020,562 as the 2021 Budget.

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

548

549 **TOWN ADMINISTRATOR / SELECTMEN REPORTS**

550

551 Mr. Cote understood in approximately twenty years New Hampshire towns would be responsible for
552 100% of retirement costs. Mr. Lynde stated the Town was currently paying approximately 30%. He
553 said legislature tended to do things that didn't help. Mr. Cote noted towns and cities were looking at
554 ways to restructure to make it more feasible to budget.

555

556 Mr. McCarthy commended Mr. Demers. He stated the system went down moments before the meeting
557 started and Mr. Demers worked tirelessly to get them back on-line. He thanked him for a job well done.

558

559 **REQUEST FOR NON-PUBLIC SESSION**

560

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

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

561 It was noted that when the Board returned, after the non-public session, the Board would not take any
562 other action publicly, except to possibly seal the minutes of the non-public session and to adjourn the
563 meeting. The Board entered into a non-public session at approximately 8:50pm.

564

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

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

565 The Board returned to public session at approximately 9:15pm.

566

MOTION: (Forde/Cote) To indefinitely seal the minutes of the non-public session.

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

567

568

569 **ADJOURNMENT**

570

MOTION: (Cote/Forde) To indefinitely seal the minutes of the non-public session.

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

571

572 The meeting was adjourned at approximately 9:15pm.

573

574

575

576

577

Respectfully submitted,
Charity A. Landry
Recording Secretary