

Board of Selectmen
Meeting Minutes
Wednesday, April 5, 2023
Approved



1) Open Meeting

Chair Delaney called the meeting to order at 4 pm. Board members present: Jim Delaney, Roland Carter, Dana Swenson

Others present included: Town Administrator Kimberley Edelmann; Frank Bryson, Highway Supervisor; John Thompson; Jon Champagne; Donna Duclos; Steve Barton; and Lisa Meier, Secretary

a. Select Board Chair

Selectman Delaney introduced and welcomed Roland Carter and Dana Swenson as new board members.

Selectman Carter made a **motion** to nominate Selectman Delaney as Chair; Selectman Swenson **seconded** the motion and the **motion passed** with all in favor.

b. Appointed Ex Officios

Chairman Delaney appointed Selectman Swenson to the Budget Committee and Carter to the Planning Board as Ex-Officios. Chairman Delaney agreed to be on the Proctor Liason Committee once it is started up again.

2) Minutes

Selectman Swenson made a **motion** to accept the minutes of March 22, 2023. Chairman Delaney **seconded**. The **motion passed** with all in favor.

3) New Business

a. Radon in Town Offices / Library Building

TA Edelmann advised that the second charcoal test result measured 23.1 pCi/L (picocuries per liter). A mitigation plan was distributed and a deposit was necessary prior to schedule work in May 2023.

Chairman Delaney made a **motion** to provide a check for the deposit of \$8,110.30. Donna Duclos asked what the total of the plan is and the response was \$27,034.35 with a 10-year warranty for a combined system. The plan includes patching the cracks and installing a membrane over the dirt portion and wall. Selectman Swenson asked if there would be testing done prior to the final payment and stated that a 10% retainer should be held until the level is measured after completion. Selectman Carter stated he would look into this. Chairman Delaney amended his motion to indicate payment contingent upon a 10% retainer. Selectman Swenson **seconded** the motion and the **motion passed** with all in favor.

b. Town Meeting Appropriations & 10% Rule

TA Edelmann indicated that it was brought to her attention after Town Meeting that the budget was over-appropriated by \$32,000 after Article 18 passed. TA Edelmann spoke with Attorney Serge and he stated the vote of the town was

overwhelmingly clear in approving Article 18. The Select Board would have to decide how to work within the approved budget.

c. Sign Truck Purchase

The contract for the new Highway Department truck was signed and delivered to the finance company. Reed's needs to put the order in and expected delivery is end of September / early October. Highway Supervisor Bryson requested a larger fuel tank. Jon Champagne stated that the Select Board needs to make sure the screen rack is part of the total figure. Chairman Delaney will double-check on this.

d. Salvage yard – Schedule Public Hearings

Chairman Delaney stated the board will not do anything with this yet as the attorney for the property owner would like the town attorney present at the public hearing. TA Edelmenn will consult with the town attorney regarding paying him.

e. Godwin Current Use Tax

Chairman Delaney made a **motion** to discuss this at the next Select Board meeting. Selectman Carter **seconded** the motion and the **motion passed** with all in favor.

4) Old Business

a. Highway Department Facilities

Construx advised they would like to bid on a steel building; however, all the specifications are for a wood building. Chairman Delaney indicated that the specifications are for a steel with wood frame building. Jon Champagne stated the town was sold on a steel frame building at Town Meeting 2022. Construx stated they would need an addendum to bid on this. Selectman Carter asked how many bids there are so far and the response was seventeen. It was asked what the end date for bids is and the response was April 18, 2023. Selectman Carter asked if an addendum would cause an extension to April 30, 2023.

Selectman Swenson made a **motion** to authorize Dubois & King to issue an addendum authorizing the use of steel frame structure as an approved alternate. Selectman Carter **seconded** the motion and the **motion passed** with all in favor.

Chairman Delaney made a **motion** for Selectman Swenson to be the lead person on this. Selectman Carter seconded the motion and the **motion passed** with all in favor. Chairman Delaney made a **motion** to move the date out to April 30, 2023. Selectman Swenson made a **motion** to amend Chairman Delaney's motion to reflect contacting Dubois & King and get their input on how far out to move the bid package. Selectman Swenson withdrew his amendment.

b. Employee Retirement Plan

Chairman Delaney made a **motion** to move this discussion to April 12, 2023. Selectman Swenson seconded the motion and the motion passed with all in favor.

5) Road Agent Report

Road grading has started. There is a sinkhole near Emery Pond and the property owner advised Highway Supervisor Bryson it is the town's responsibility to repair the road. HS Bryson has done research and found it is a licensed dam to the property owner and it is the property owner's responsibility.

HS Bryson would like to get with the Fire Chief for help to wash the bridges. Chief Barton stated that AJ Barton can use Engine 1 to wash the bridges. Selectman Swenson asked if there was any concerns with washing the bridges and the water running into Elbow Pond. HS Bryson will check with DES.

6) Additional Items for Discussion

Selectman Swenson asked if Select Board meetings need to be on Wednesdays and the response was no. TA Edelmann will distribute the meeting cadence schedule of all town meetings to figure out a day to meet. Selectman Swenson recommended a shadow calendar for the members so everyone knows each other's schedule.

7) Signatures / Correspondence

- ◆ A Timber Tax for Ragged Mountain Fish & Game was signed.
- ◆ An ambulance contract with Franklin was signed.

8) Nonpublic Session per RSA 91-A:3, II (a)

Chairman Delaney made a **motion** to enter into nonpublic session at 4:58 p.m. Selectman Carter **seconded** the motion and the **motion passed** by role call vote with all in favor.

Chairman Delaney made a **motion** to enter back into public session at 5:45 p.m. Selectman Carter **seconded** the motion and the **motion passed** by role call vote with all in favor.

Chairman Delaney made a **motion** to seal the minutes. Selectman Swenson **seconded**. The **motion passed** with all in favor.

9) Adjournment & Next Meeting

There being no further discussion, Chairman Delaney made a **motion** to adjourn. Selectman Swenson **seconded** the motion. The **motion passed** with all in favor and the meeting was adjourned at 5:47 p.m.

Respectfully Submitted,

Lisa Meier
Recording Secretary

These minutes were approved at the
Selectboard meeting on April 13, 2023.