The Board met at 6:00 p.m. for a Non-Public Session. Roy took minutes for this session.

The Board convened the Public Meeting at 6: 30 p.m.

PRESENT: Marj Roy, Town Administrator; Chuck Keyser, Select Board Chair; Dave Blinn and Bill Keyser, Select Board Members; John Thompson, Road Agent; Elita Reed, Bookkeeper; and Police Chief Joe Mahoney.

Also present were: Tom Franz and Alan Hanscom, Recreation Committee; Mary Anne Broshek, Conservation Commission Chair; Mark MacLean, School Administration Unit (SAU) #46 Superintendent and Robin Heins, SAU#46 Business Administrator

ROAD AGENT REPORT by John Thompson

* Flaghole and Shirley Road Projects - Should be done by the end of this week
* Cold Patch - Received some from the State. Roads are getting patched.
* Sam Hill Road – Thompson viewed the culvert issue and had it cleaned out
* Signs - Are being replaced around town
* Bridge Road – Thompson will check on the issue
* Beech Hill and Keyser Road Trees – Thompson is working on getting the trees taken down

SCHOOL PARKING LOT – Robin Heins and Mark MacLean

Heins and MacLean along with the Board discussed the expense of painting the parking lot spaces and the expense of snow removal from the parking lot. When the school owned the Town hall building, a previous agreement was made where the town paid for the snow removal. However, the school relinquished ownership of the town hall building recently. During the discussion, all agreed the school and the town should remain in a partnership arrangement and not as adversaries. Further research regarding cost will take place and a mutual decision will be made with which party is responsible for snow plowing and removal of the parking lot for the upcoming 2020 budget.

CONSERVATION COMMISSION BUDGET by Mary Anne Broshek

Broshek presented the budget. Please see attached.

Bill Keyser asked Broshek what the Commission used the Current Use money it received. Broshek indicated that the money is used to enforce the town-held easements which the commission monitors on a yearly basis.

Broshek explained why the commission again requested the $300 to monitor the cell tower. The previous year it was requested but since, the money did not get used because Verizon held off on erecting the cell tower. Broshek wanted the money to remain available in case the tower is erected and then the money is available to monitor it.

POLICE DEPARTMENT BUDGET by Chief Joe Mahoney

Mahoney presented the Board with the budget. Please see attached.

Mahoney explained that next year the department will need a new cruiser. Previously the rotation was every eight years. However, Mahoney would like to do a six-year rotation instead due to the wear and tear on the vehicles. At the end of the rotation, the cruiser at eight years is of little value for resale.

Mahoney explained that he does not have the new budget number for Dispatch because they have not given him that information yet. Mahoney explained that the Dispatch typically remains at the same level for a while and he doesn’t expect it to be raised, little if any at all.

CEMETERY BUDGET by Bill Keyser

Bill Keyser presented the budget. Please see attached

Bill Keyser explained the upcoming cemetery project expenses as follows:

$2500.00 Painting and repair railings at Rowe Cemetery; painting at Lake View, Taunton Hill and Philbrick Cemeteries

$ 500.00 Tree work at Taunton Hill Cemetery

$2000.00 Stone repair at Lakeview, Rowe, Hobbs-Swett, Pancake Road (Durgin) and Proctor Cemeteries

The budget is actually a couple hundred dollars lower than the previous year. The budget request is $22, 809.00

TRANSFER STATION CLOSURE POLICY

The Board reviewed and signed the policy. Please see attached.

RECREATION COMMITTEE BUDGET by Tom Frantz and Alan Hanscom

Frantz and Hanscom presented the budget. Please see attached.

The Board offered some free railing from the Elbow Pond Road Project that will be available for use as a safety barrier at Blackwater Ball Park. When the guard railing is taken to White Oak Pit, Roy will notify Frantz and/or Hanscom to come look at it.

The Board agreed the committee needs to purchase a new liner for the skating rink. Frantz and Hanscom noted that there is a portion of the old liner that could still be used. It could be marketed for a hundred or two and the funds can go into the General Fund.

Frantz and Hanscom wanted it noted that Proctor Academy donated a lot of basketballs to the Recreation Committee.

EMERGENCY MANAGEMENT PERFORMANCE GRANT APPLICATION

Roy explained this is part of the process for updating the emergency operations plan. The Select Board in a majority vote, accepted the terms of the Emergency Management Performance Grant as presented in the amount of $2, 000.00 to update the community’s Local Emergency Operations Plan. Furthermore, the Board acknowledged that the total cost of this project will be $4, 000.00, in which the Town will be responsible for a 50% match ($2, 000.00). Each Board member initialed and signed in the appropriate places as noted.

Exhibit A – Scope of Services

Exhibit B – Grant Agreement – General Provisions

Exhibit C – Specific Provisions

PREVIOUS MINUTES

After review and discussion, Chuck Keyser made the motion to approve the minutes of November 4, 2019 as amended. Bill Keyser seconded the motion. All in favor. The November 4, 2019 minutes are approved as amended.

CORRESPONDENCE AND SIGNATURES

* The Town received a letter from the Mitchell Group regarding the utility settlement figure being incorrect. There was a discrepancy in the amount it will cost the Town.
* Ronald Kleiner – State Engineer reviewed the Hoyle Tanner and Associates proposal for the Lawrence Street Bridge Project and found it acceptable. Sean James called Roy today. The Design Phase for the Lawrence Street Bridge will start in January 2020
* GZA agreement to review the Champagne Excavation Project Proposal. Signed by Chuck Keyser as Select Board Chair
* Intent to Cut – Smith Road – Phelps/Smith – Map 19-517-280 – (70 acres) Signed by all three Select Board Members
* Board Appointments Signed by all three Select Board Members for:
* Mary Anne Broshek will resign from the Conservation Commission at the end of December. Nancy Robart will replace Broshek.
* Dave Powers is appointed to the Planning Board as a full member
* Donna C Duclos is appointed to the Planning Board as an alternate member

NON-PUBLIC SESSION

Chuck Keyser made the motion to go into Non-Public Session at 7:50 p.m. Bill Keyser seconded the motion. All in favor.

The Board entered into Non-Public Session at 7:50 p.m. by Roll Call Vote:

Chuck Keyser YES Dave Blinn YES Bill Keyser YES

Chuck Keyser excused Moyer from the Non-Public Session at 7:50 p.m. Roy will take the minutes for the Non-Public Session

Minutes prepared by Patricia Moyer, Select Board Secretary