

**Board of Selectmen**  
**May 4, 2020**  
**Selectmen's Meeting Minutes**

Present: Select Board Members Present – Robert Berti, Ed Haskell & Isaac DeWever  
Town Administrator – Joe Chivell

NOTE: The conference room at the Rumney Town Office Building has been arranged for this meeting so that the three Board of Selectmen and Town Administrator are seated six feet apart from each other. Five chairs are arranged to allow public members to attend and be seated a social distance of six feet apart.

6:30 PM Meeting opened by Selectman Ed Haskell. Payroll and accounts payable were reviewed and signed.

6:45 PM A request for mowing bids of the Town Cemeteries had been posted in the local Record Enterprise, the Town Office, and the Rumney Post Office. Sealed bids were due May 4, 2020 by 2:00 PM. Only one bid was submitted. Linda LaPrad, Cemetery Trustee, was present for this portion of the meeting. The one sealed bid was opened by Select Board Chair Ed Haskell. The cemeteries were broken into two bids. Bid #1 is for Highland North and South. Bid #2 is for Pleasant View, Sandhill, and Depot cemeteries.

The single bid was submitted by TH Turnkey Construction, LLC.

Bid #1 Total Cleanup Costs (spring and fall) \$1500.00  
Total Per Each Mow \$ 595.00

Bid #2 Total Cleanup Costs (spring and fall) \$1780.00  
Total Per Each Mow \$ 630.00

Hourly Labor Rate \$25.00 per hour for miscellaneous work.

It was noted that the only increase of cost over the awarded bid of the past two years was for the Highland North and South Per Each Mow was up by \$95.00.

The three members of the Board of Selectmen and the Trustee were in favor of moving forward with the single bid. The cover page offered the Town an option to extend the bid to cover three years with no cost increases in the second and third years. The three Board of Selectmen and the Cemetery Trustee agreed it would be beneficial to lock in a three-year cost for the cemetery mowing. Selectman, Ed Haskell, made a motion to accept the three-year option from TH Turnkey Construction, LLC to mow and complete spring and fall clean ups. Selectman, Isaac DeWever seconded the motion. There was no further discussion on the motion. The motion passed 3-0.

Selectman, Bob Berti, explained to Trustee, Linda LaPrad, that if it is a dry or slow growing season and the Trustees feel the mowing can be less often, they can speak to TH Turnkey directly.

Trustee, Linda LaPrad, reported to the Board that John Timson is all set to work as the sexton for this year.

6:55 PM Judi Hall, Rumney Planning Board, asked to meet with the Board regarding using Tara Bamford to work with the Planning Board to prepare for Zoning and Master Plan updates. The cost of Bamford completing the work on her own would be \$3,600.00 for the 2020 budget year. If the Planning Board assists Bamford the cost would not exceed \$2,600 for the 2020 budget year. The primary area of this year's work would be creating a public questionnaire, getting the survey out to the public, collecting, and assessing the answers to the questionnaire.

Selectman, Isaac DeWever, asked Hall when the first meeting would be planned. Hall was unsure, stating it would depend on the COVID19 restrictions and when a ZOOM style meeting could be set up.

Selectmen, DeWever and Haskell, agree that it is important to get the public's opinion pursuing, changing, or enacting any new regulations. Judi Hall explained that only 5 or 6 other towns in New Hampshire still have no zoning in place.

Selectman, Bob Berti, agreed that moving forward on any zoning issue needs to be done correctly and cautiously. Some towns have moved forward to aggressively. There are issues of concern in the areas near rivers and lakes.

The Planning Board budgeted for this work this year. They understand the budget freeze that has been put into place and that is why they are asking for permission to spend their budget on this project.

Selectman, Ed Haskell, made a motion to authorize the Planning Board to enter into an agreement with Tara Bamford not to exceed \$2,640.00. Selectman, Bob Berti, seconded the motion. There was no discussion on the motion. The motion passed 3-0.

7:20 PM Town Administrator Report:

Select Board Meeting minutes for meeting for March 2, March 16, and April 6 and the Emergency Board meeting on March 27, 2020 were reviewed.

Selectman, Ed Haskell, made a motion to accept the minutes from March 2, 2020. Selectman, Bob Berti, seconded the motion. The motion passed 2-0. Selectman, Isaac DeWever abstained as he was not on the Board at the time.

Selectman, Ed Haskell, made a motion to accept the minutes from March 16,

March 27, and April 6, 2020. Selectman, Bob Berti, seconded the motion. The motion passed 3-0.

Town Administrator, Joe Chivell, provided several documents outlining updates, guidelines, and changes regarding COVID19. Chivell reported that Rumney has been added to the State of NH FEMA application for the COVID19 funding reimbursement. The FEMA funds will only cover material purchases and must total a minimum of \$3,300.00 to qualify for 75% Reimbursement.

A request to use the paved area of the Baker Athletic Field had been submitted by the Pickleball group. The initial discussion centered around the Governor's Stay at Home Order and no gather of 10 or more. It was determined to table the request until the June 1<sup>st</sup> Board of Selectmen Meeting. The Board members did not feel it was appropriate to sanction a request to gather as a group to play pickleball at this time. Selectman, Isaac DeWever made a motion to table the request to use Town Property until the June 1, 2020 Board of Selectmen meeting. Selectman, Ed Haskell, seconded the motion. The motion passed 3-0.

Selectmen, Bob Berti, would also like to discuss the amount of time the pickleball group is utilizing the section of the field. He would like to see a basketball hoop available and make sure others can use the property.

#### Summer Operations-

Town Administrator, Joe Chivell, reported that the town normally orders port-a-toilets to be placed at the Baker Athletic Field and the boat launch at Stinson Lake. These are usually scheduled to be put into place prior to Memorial Day. There are questions about the responsibility of cleaning the port-a-toilets and if the placement of them may suggest that gathering in the areas are welcomed. The Board asked for clarification of the frequency of the port-a-toilet cleaning and if there are any guidelines as to how often they need to be cleaned, relating back to the Governor's order.

During the Annual Town Meeting a third port-a-toilet was approved and funded to be placed in the village area. The Board discussed that if that port-a-toilet is ordered where should it be placed. It was felt that it should not be placed within the Town Common area, at the Historical Society building nor in the area of the Byron Merrill Library area. Members did recall that the Village Store owners were amenable to having the port-a-toilet placed on their property. The Town Administrator was asked to follow up on that location.

#### Old Home Day-

Town Administrator, Joe Chivell, reported that the deposit for Old Home Day fireworks has been mailed. If for some reason the fireworks show cannot be held, it was mentioned that the deposit may be held until next year. The fireworks cannot be held at the Russell School because of the school building project. A new location will be needed, perhaps from the firework vendor's property and

viewed from the village area. Questions concerning this idea have been forwarded to the Fire Chief and Police Chief for feedback. The number of vendors and their proximity on the Common may be a concern as it relates to COVID19. Selectman, Isaac DeWever, offered to reach out to Old Home Day Chair, Roger Scroggins, and be part of the Old Home Day Planning Committee.

#### Road Improvement-

The Paving projects are scheduled to start in the next couple of weeks. The plan included: re-paving of Mt. View Drive, Cranberry Bog Road and, Quincy Bog Road. While the paving company is in the area it was approved to pave the entrance to the Baker Athletic Field. The Board approved the funding for paving the entrance to the athletic field come from the Recreation Fund Account.

#### 2020 Budget-

A copy of the town's year to date expenditures was provided to the Board for review. The departments have abided by the spending freeze put into place by the Board of Selectmen. This freeze relates back to the concern of lost revenue as it relates to the COVID19 pandemic.

A copy of the town's year to date revenue was provided to the Board for review. There is a major concern with a decrease in revenue due to the COVID19 pandemic. There will be a major reduction in the Rooms and Meals Tax revenue and in the Highway Block Grant revenue. There is a reduction of motor vehicle registration revenue and in a comparison of property taxes paid year to day 2019 to 2020. The discussion pointed to a probable lost in revenue of approximately \$100,000 and \$150,000, not only in 2020 but also in 2021.

The Board discussed requesting that Russell School return their June 2020 year end budget surplus to the Town's General Fund and to forgo funding the Capital Reserve by using their year end budget surplus. By doing so the Board of Selectmen can use surplus funds to address the tax rate, that will increase because of the lost revenue.

Selectman, Bob Berti, made a motion to send a letter to the Rumney School strongly urging them to return the June 2020 year end surplus to the Town's General Fund and further to forgo the funding of the Capital Reserve fund by using the June 2020 year end surplus. Selectman, Ed Haskell, seconded the motion. There was no discussion on the motion. The motion passed 3-0.

#### Code Enforcement-

A proposed agreement with MRI to provide the services for Code Enforcement was reviewed by the Board members. The Board agreed to again request the services of MRI and signed the agreement.

Properties discussed having MRI inspect for being in violation of NH Junkyard laws are:

- 13-04-10, 12-09-06, 13-03-42, 13-06-07, 12-01-07, 12-08-04, 12-09-04, & 13-04-09

Town council mailed letters to the owner of 13-04-10 placing them on notice of being in violation.

Town council has submitted complaints to Grafton County Superior Court regarding the violation occurring at 12-09-06. But due to COVID19, the court is not issuing any non-emergency court hearing dates.

#### Town Audit-

Town Administrator, Joe Chivell, reported that the annual town audit will be conducted the week of May 11, 2020. Some preliminary work has been done by video conference and email. Most all will be done remotely this year. When in person visits are allowed by the audit company, an on-site follow up will be completed. Board members were asked to complete a security survey to be returned to the auditors.

#### Septic Design-

A septic designed for 12-01-27 was reviewed and signed by Chairman Haskell.

8:01PM Selectman, Ed Haskell, had to excuse himself from the meeting for personal business reasons. The meeting continued with Selectmen Berti and DeWever.

#### Department Summer Project Review-

Typically, the Board of Selectmen meet with the Town Department Heads to discuss summer project and operations. Due to the COVID19 Emergency Orders limiting the number of a gather of 10 or less, this years' meeting could not take place. The Town Administrator was able to give general updates on most departments.

- Highway Department
  - Paving, as listed above, is scheduled to start soon.
  - Tree work has started on Buffalo Road and will continue as scheduling permits
  - Property mowing, the part-time employee slated to mow the properties decided not to take the extra hours. Another part-time summer employee agreed to complete the mowing this summer.
  - The town is on the schedule to crack seal part of Buffalo Road.
  - The Highway Department has switched to the summer schedule, working four ten-hour days.
- Transfer Station
  - The Bobcat will be scheduled for a recommended 5-year maintenance and inspection.

- Fire Department
  - It was reported they will convene a “Truck Committee” to put together a replacement fire truck
    - Town Administrator, Joe Chivell, suggested if this moves forward this year, the towns’ that contract fire service should be notified of a potential contact cost increase. Selectmen, Bob Berti, request that the “Truck Committee” enlist the assistance of residents with truck knowledge.
- EMS
  - Follow up on EMS Study Committee
  - Follow up with Plymouth Fire Chief on their plans to provide contract services
- Town Office / EMS
  - Continue working with Highway Department on the Clarke Brook Project
  - Work with Highway and Fire Department on Generator Project
  - Continue working on Former Rest Area Purchase
  - Work on Town Office Addition design
- Police
  - Continue working on Policy updates

New Business-

8:17 PM Selectman, Bob Berti, made a motion to enter nonpublic session under RSA 91-A:3, II (c). Selectman, Isaac DeWever, seconded the motion. The motion passed 2-0

8:29 PM Selectman, Bob Berti, made a motion to leave nonpublic session and return to public session. The motion was seconded by Selectman, Isaac DeWever. The motion passed 2-0.

Selectman, Bob Berti, made a motion to seal the nonpublic minutes indefinitely because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this Board. Selectman, Isaac DeWever, seconded the motion. The motion passed 2-0.

Old Business-

Nothing at this time.

8:35 PM Selectman, Bob Berti, made a motion to adjourn the meeting. Selectman, Isaac DeWever, seconded the motion. The motion passed 2-0.

Sincerely submitted,

Joe Chivell  
Town Administrator  
Rumney, NH

Up-coming meeting dates – Premised on COVID-19 Emergency Orders

Select Board Meeting	May 18, 2020
Town Office Closed	May 25, 2020 Memorial Day
Planning Board	May 26, 2020
Select Board Meeting	June 1, 2020