

**Board of Selectmen
May 18, 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.

6:40 PM The following items had been posted as a Public Hearing to allow input from the public concerning the acceptance of unanticipated funds for the First Responder COVID-19 Stipend Program and the Coronavirus Relief Fund Grant handled by the State of New Hampshire GOFERR Coronavirus Relief Fund Grant.

First Responder COVID-19 Stipend Program – Town Administrator, Joe Chivell, provided handouts outlining the program. The stipend is allowed for each police officer, fireman and EMS provider that works during the period between May 4, 2020 and June 30, 2020. They must be willing and able to respond to all calls, whether COVID-19 related or not, during that time frame. A spread sheet was provided showing the amount available to be paid to each qualified responder. The responder is responsible for their tax liability portion and the Town is required to pay their share of the tax liability. The Town may apply to be reimbursed for the Town portion of the tax liability through the Coronavirus Relief Fund Grant.

Police Chief, Brett Miller, asked if the stipend would be paid via a 1099. Chivell stated it is recommended to be paid through the normal payroll process.

Town Administrator, Joe Chivell, recommended that, for bookkeeping purposes, a new expenditure line be created expressly for the stipend payment and the tax liability payment. The reasons for this are to easily track both payments and not the negatively affect the police, fire, and EMS budgets. Chivell also recommended creating a new revenue line only to be used for the payment to the Town from the State to track the First Responder COVID-19 Stipend payment.

Town Administrator, Joe Chivell, also recommended the stipend be paid as a lump sum at the end after the June 30, 2020 end date.

Selectman, Ed Haskell, made a motion to accept the First Responder COVID-19 Stipend Program Funding and to pay the qualifying members of the Rumney

police, fire and EMS departments in a lump sum following June 30 2020, and to make any bookkeeping adjustments as needed to track expenditures and revenues related to the program. Selectman, Isaac DeWever, seconded the motion. There was no additional discussion. The motion passed 3-0. Police Chief, Brett Miller, thanked to Board for approving the stipend funding.

Coronavirus Relief Fund Grant – Town Administrator, Joe Chivell, provided handouts outlining the Coronavirus Relief Fund Grant handled by the State of New Hampshire GOFERR Coronavirus Relief Fund Grant. Chivell explained that each municipality in New Hampshire is allowed to submit requests for reimbursement for some items purchased in response to the COVID-19 pandemic. The amount is based on population, Rumney maximum allowable amount to be reimbursed is \$35,391. The program is not allowed for revenue replacement. Examples of item that it may be used for: interest on TAN's, legal fees, signage, building modifications and cleaning. Emergency department response would be directed towards FEMA funding.

Town Administrator, Joe Chivell, recommended that, for bookkeeping purposes, a new expenditure line be created expressly for items purchased that would be covered by this grant. Chivell recommended that a new revenue line be created for the reimbursement received via the grant.

Town Administrator, Joe Chivell, asked the Board of Selectmen to make a one-time motion to allow the unanticipated funding of, up to \$35,391, be accepted by the town on the reimbursement request dates outlined in the grant proposal. Chivell asked that the Board of Selectmen authorize him to be the Town Representative for this grant's acceptance and expenditure purposes.

Selectman, Ed Haskell, made a motion to accept up to \$35,391 in unanticipated revenue as allowed under RSA 21-P:43 from the Coronavirus Relief Fund Grant handled by the State of New Hampshire GOFERR Coronavirus Relief Fund Grant. Selectman, Isaac DeWever, seconded the motion. There was no discussion on the motion. The motion passed 3-0.

Selectman, Ed Haskell, made a motion to designate Town Administrator, Joe Chivell, to be the representative for the Town for the purpose of the Coronavirus Relief Fund Grant handled by the State of New Hampshire GOFERR Coronavirus Relief Fund Grant and to oversee the expenditures and reimbursements related to this grant. Selectman, Isaac DeWever, seconded the motion. There was no discussion on the motion. The motion passed 3-0.

The Board agreed, that for bookkeeping purposes, new accounts should be created to track expenses and reimbursements as they relate to both funding sources just approved.

Police Chief, Brett Miller, asked if that meant that funds that had been used from the police department budget in response to the Coronavirus will be available again? Town Administrator, Joe Chivell, stated that he will recode items that are

reimbursable so they will no longer reflect as expenditures as they had prior.

7:00 PM The regularly schedule Board of Selectmen meeting started.

The 2020 Part-1 Property Tax Warrant was provided for review and signing. The three Board members signed the warrant. The warrant will be passed on to the Town Tax Collector to create and mail the bills.

A request for use of facilities was submitted by the Russell Elementary School. Principal Jonann Torsey submitted a request to use the Baker Athletic Field on June 4th for the 8th Grade Graduation. The plan is to have family members park in the out-field area, remain in their cars and have the graduates be announced over a PA system. Town Administrator, Joe Chivell, provided the Board with the Year-End Planning Guidance from the Department of Education. Police Chief, Brett Miller, stated that the school may have had a change of plans and may be holding the graduation at the school. The Board agreed to sign the Facility Use Form with the understanding that the school follow the Board of Education recommendation and any other Emergency Order that is in place.

Town Administrator, Joe Chivell, reported to the Board that a letter had been sent to the Russell Elementary School Board Chair, Roger Scroggins, and Superintendent, Mark Halloran, regarding the school end of year surplus fund balance. The letter sent on behalf of the Board of Selectmen requested the School Board to 1) return all or some of their June 30, 2020, year fund balance to assist with the Town's expected revenue shortage due to the Coronavirus 2) to forgo the funding of the Capital Reserve account using surplus funds from their June 30, 2020 year-end fund balance. Chivell reported that Mark Halloran did respond to the letter sent indicating the SAU Finance Director is researching this request.

7:15 PM Old Business –

Town Administrator, Joe Chivell, gave an update on Code Enforcement. There has been no date set for the property inspections that is conducted by Ken Knowlton, of MRI.

Chivell reported that the owner of 13-04-10 was in the Rumney Town Office the prior week and acknowledged the receipt of the letter sent by Town council requesting action be taken to remove the cars that have been stored at that property. The property owner stated they have purchased a parcel of land in Campton and will be moving the vehicles to that property. Chivell stated that the property owner stated the vehicles will be removed by June 1, 2020. The attorney working on this matter was notified and will place a hold on any Court action until after June 1, 2020.

The attorney working on the junkyard violation at 12-09-06 has submitted a complaint to the Grafton County Superior Court. The Court has not sent a hearing date at this time.

Selectman, Isaac DeWever, stated there is an additional property that should be

add to the list of property inspections, it is 12-7-2.

A follow up email was sent to the Board of Selectmen by Brian Smoker regarding the fees at the Rumney Transfer Station. A brief discussion followed surrounding the review of the Transfer Station regulations and attempts to create an updated standardize fee structure. This project will be undertaken this summer.

Several COVID-19 informational printouts were made available to the Board members for review.

During the May 4, 2020 Board of Selectmen meeting an update on the Police Department Policy Review was requested. Documents were provided from the Police Chief, through the Town Administrator for the Boards review. Some were submitted as complete, one in progress and one in need of additional information.

7:35 PM

New Business –

Roger Dalton owner of 65 Stage Coach Road sent a letter to the Board of Selectmen requesting that his Property Tax be credited. Dalton reports that he is unable to enter the United States due to being an Alien Resident and the COVID-19 pandemic. Dalton feels that since he is unable to visit his property a tax credit should be given. The Board is unaware of any legal justification allowing an abatement for properties that cannot be visited by their owner. Services such as police and fire are still provided to the property and the road leading to entrance of the property is still maintained by the Rumney Highway Department. The Board indicated that any issues with travel restriction would need to be addressed at the federal level. The Town Administrator will send a response to Mr. Dalton.

A septic design for 16-3-1-1 was reviewed and signed.

Police Activity Update cover 5/4/2020 through 5/18/2020 was provided for review.

An Intent to Cut for 9-1-17 & 19 / 13-2-5 & 6 & 7, all adjacent properties with the same owner, was reviewed and signed.

A vacation request was reviewed and signed for the Town Clerk.

The April 2020 Treasure's report was made available for review.

Town Administrator, Joe Chivell, provided a brief overview of the Town's revenue. April 2020 Motor Vehicle revenue is down \$12,873 compared to April 2019. May 2020 to date is down \$16,707 compared to May 2019's same time frame. Overall revenue 2020 year to date revenue as compared to the same time frame in 2019 is down \$9,726.

7:55 PM

Nonpublic Session – Selectman, Ed Haskell, made a motion to enter nonpublic session as allowed by RSA 91-A:3, II (c). Selectman, Isaac DeWever, seconded the motion. There was no discussion on the motion. The motion passed 3-0.

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8:25 PM Selectman, Ed Haskell, made a motion to leave nonpublic session and return to public session. The motion was seconded by Selectman, Isaac DeWever. There was no discussion on the motion. The motion passed 3-0.

Selectman, Ed Haskell, made a motion to indefinitely seal the nonpublic meeting minutes as it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the Board. Selectman, Isaac DeWever, seconded the motion. There was no discussion on the motion. The motion passed 3-0.

8:26 PM Nonpublic Session – Selectman, Ed Haskell, made a motion to enter nonpublic session as allowed by RSA 91-A:3, II (c). Selectman, Isaac DeWever, seconded the motion. There was no discussion on the motion. The motion passed 3-0.

8:39 PM Selectman, Bob Berti, made a motion to leave nonpublic session and return to public session. The motion was seconded by Selectman, Isaac DeWever. There was no discussion on the motion. The motion passed 3-0.

Selectman, Ed Haskell, made a motion to indefinitely seal the nonpublic meeting minutes as it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the Board. Selectman, Isaac DeWever, seconded the motion. There was no discussion on the motion. The motion passed 3-0.

8:42 PM Selectman, Ed Haskell, made a motion to adjourn the meeting. Selectman, Bob Berti, seconded the motion. There was no discussion on the motion. The motion passed 3-0.

Sincerely submitted,

Joe Chivell
Town Administrator
Rumney, NH

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

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