Bethlehem Board of Selectmen

 Meeting Minutes

August 24, 2020

Via Zoom – Chairman Boisseau, Selectman Moore, Selectman Moritz, Selectman Caplain, Selectman Jensen.

Chairman Boisseau opened the meeting at 6:00.

Public Input – None

Brett Jackson – **Equipment Needs** – 2008 Ford pick-up they don’t use because of rusted frame. Chief Anderson wants to use it as a training vehicle and then it will go to the junkyard after that. Board agreed. 99 Ford Bucket truck with rust issues. Took it off the road years ago. He asked the Board if they want to post it online. It can be posted on the website, Facebook, Craigslist, NHMA. Board agreed with all those. 2005 Cat Loader has 6000 miles. Replacement cost – Caterpillar $171,500.00 43000.00 trade in. 5-year annual up-front lease payment of $27,507- or 7-year lease with a payment of $20284. Chairman Boisseau asked if he thought it was right to lease and he was told yes. Selectman Jensen asked if it had to go out to bid. Discussed it coming from the highway block grant. There was a question if it has the clause about it not being approved can you lease. Mr. Jackson will get advice on whether or not it has to go out to bid or can get quotes instead.

Katie Lamb – **NCC – Complete Street Initiative** – Ms. Lamb introduced herself and said she is the Transportation Planner and explained complete streets are designed to be safe and comfortable for all users. Bicycle lanes, paths, rumble strips, reduced turning radii, tactile paving, brightly colored bike lanes, plant structures, combination bench bike rack are used to do this. There are economic, health and equality benefits. She explained there are different policy types – ordinance, resolution, policy, plan, guidance. Need to outline purpose & intent, definition of users and modes and types of improvement. Also Design standards, exemptions and implementation plan. Ms. Lamb said all street will look different based on different needs. Selectman Caplain said the Board has looked at traffic issues and they have to go through the state and asked how that works. Ms. Lamb said the states concerns are usually around winter maintenance. Selectman Caplain said they have prevented the board from changing the speed limit for pedestrian safety. Ms. Lamb said you can’t really touch speed limit. She said we can do some temporary changes so DOT can see how they are working. She also said if you follow their engineering requirements, they are more apt to allow it. Selectman Caplain asked for some comps and prices. Ms. Lamb will send info out. She will connect us with other regional districts that helped communities with their complete streets. Ms. Lamb said Northern Borders may be a funding option, 10-year plan could also be option but that is a long way out. *Cemac* (??? – checking on spelling) could also be an option and is available on odd years. Selectman Moritz said she thought the master plan process may be the route to go but that is 7 years away. Barry Zitser said the grants committee should look into this because their may be funding available for this. He thinks this is an important issue and congratulated NCC for doing this. Next step? She will share template and funding sources so goals could be made, and she suggested doing some of the temporary measures. Selectman Caplain would like to take the lead on this and talk to other communities.

Mary Lou Krambeer – **Primary** – Ms. Krambeer told the SOS there is a meeting with election officials on a weekly basis. She said they are setting up inside polling place for people that can answer yes to the screening questions and will wear a mask. If they can’t answer yes to all of the questions, choose not to wear a mask they can vote in a tent outside. There will be a change in the flow of traffic; people will come in the front door and go out the back stairway. People that need the elevator will enter and exit through the fire/police door entrance. Ms. Krambeer said she appreciates the involvement of the Select Board. A drop box will be available outside and needs to be manned at all times. Absentee ballot people are allowed to drive up and not go in. Sept. 3rd at 1 they will be doing the pre-processing of absentee ballots. This is being allowed due to Covid. This is when people can challenge the absentee ballots. They will test ballots the same day. Available funds from cares act of $5,700 for extensive increased absentee ballot costs – copies, postage, etc. They will pay the difference from 2016 and 2020 absentee ballots. She said she would love to set up polling place ASAP. Someone is needed to sanitize on a regular basis.

Nick Storella – **Skate Park** – A couple years ago he came before the Board to discuss the skate park and they (group of people) were raising money. He said they lost steam for a while but there is new interest so wanted to start it back up. Bruce Etter is working on establishing a non-profit. Mr. Storella said he was at the coop and an elderly gentleman asked if the skate park was done yet because he was looking for someplace to roller-skate. Chairman Boisseau said one of the concerns was the ice-skating rink and leaving half of it for that. Personally, thinks it is a good idea. Selectman Moore loves the idea. She said in Merrimack they used a material that was safer. Mr. Etter said that is very expensive. Mr. Storella said the plan was to split the rink in half. Selectman Moritz suggested a petitioned warrant article if they are looking for funding from the town. Chairman Boisseau said the board would have the authority to give permission about the use of that property. Mr. Storella said he would work with Tim Fleury on what works best. Selectman Jensen said he thinks it is a great concept but would like to talk with Mr. Fleury about it. Selectman Moore thinks it is a great idea too. Board is in favor but will check in with Mr. Fleury**.**

**Website hosting options** – restructuring town website – board was given 3 suggestions – **Kinsta Webhosting - Non-profit discount: $51/month or $510 a year, WPX Hosting** - **$49.99 Mo or $498.96 a year, Siteground**  - **$180 for the first year, then $479 in following years.** Selectman Caplain talked with Sullivan Creative about this. Sullivan is who put the suggestions together. He said we pay Notchnet now for about $300.00 a year. Pam said the first two options are similar and have dedicated servers (space?). His recommendation is Kinsta. Board all agreed. **Selectman Moritz moved to move forward with Kinsta for town website hosting. Selectman Moore seconded. Roll call – all – motion carried.**

**Littering Ordinance** – Chairman Boisseau reviewed the ordinance and said the Board needs to determine dollar amounts for fines. Selectman Moritz said she would like public input at the public hearing for the dollar amounts for the fines.

Selectman Moritz asked the Board about a mask ordinance and thought we might want to have the public hearings the same night. Board will review a draft mask ordinance at the next meeting and will have the public hearing at the first meeting in sept. Change section VI – change *the period of January 1 to December 31 to within a 12-month period.* Allegra Wright said Selectman Caplain’s idea is excellent and hope the fines are enough to be a deterrent. Public hearing on 09/14/20 & 09/28/20.

**Petitioned Warrant Articles** – allow to be put on the warrant without being petitioned. The Board expressed concern about being in the position of picking and choosing who gets put on the warrant without being petitioned. Tabled.

Other – **Legal Files** - $417.00 to retrieve them. Selectman Moritz said we should retrieve them and store them for 6 months. If we can get them from Grafton County, we don’t need them but if they are documents that have notes we should retrieve them. Just want to know if there is any info other than Grafton County. Board discussed. They would like the cost to destroy them, continue to store where they have been, and if they were stored in Climate control facility. Tabled to get answers to questions. Next meeting is next week due to Labor Day.

Selectman Jensen – **Transfer Station can get 5 signs from America the beautiful for free.** Board ok with Selectman Jensen getting those. Accept the application for grant committee member. **Selectman Moore moved to accept David Nicholson as a member of the grant committee. Selectman Moritz seconded. Roll call – all -motion carried.**

Selectman Caplain said things are going well with the **country club sale** and close to being finalized. They have had a few bumps which happens. The buyer’s attorney was busy with some other real estate transactions so took a bit to get the Purchase and Sales Agreement to us. Our attorney acted on it right away and we are very close. Will have it on the agenda for next Monday for the purchaser and the board to answer questions. Selectman Moritz thanked Selectman Caplain for working on this. Selectman Caplain said that it went well except for a few little bumps. Selectman Jensen suggested doing it on the 14th when the P&S is signed. Selectman Moritz said they can give the info on the P&S next week assuming it will be signed by then and moving forward. The Board discussed having non-public first so they will be able to give the info during the public portion. Selectman Caplain said they should have a meeting before the 14th because that is a long time to wait. They will do this at next week’s meeting on the 31st.

Selectman Jensen asked about reimbursement for Covid 19 grant. Selectman Moritz said she would reach out to Jack.

Allegra Wright – scan legal documents – something to think about.

**Minutes 07/27/20, 08/10/20, 08/12/20 –**

08/12/20 – need to add Bruce as being there.

**Selectman Moritz moved to approve the minutes as amended (08/12/20). Chairman Boisseau seconded. Roll call – all – motion carried. Bruce abstained from 07/27/20 vote.**

**At 8:24 Chairman Boisseau moved to go into non-public session per RSA 91A:3 II Personnel and Real Estate. Selectman Moore seconded. Roll call – all – motion carried.**

**Selectman Moritz moved to increase ZB pay by .75 cents and promote to Corporal per Chief’s recommendation. Selectman Caplain seconded. Roll call – all – motion carried.**

Discussed country club sale.

**At 8:47 Gabe moved to adjourn. Selectman Moritz seconded. Roll call – all – motion carried.**

Respectfully submitted,

April Hibberd

Administrative Assistant