Bethlehem Board of Selectmen

Meeting Minutes

April 25, 2022

In person – Selectman Caplain, Selectman Jensen, Selectman Morris, Selectman Hibberd, and Selectman Queiroga

Chairman Caplain opened the meeting at 6:00pm and reminded zoom participants to keep their microphones on mute and in-person public members to use podium to speak.

**Chairman Caplain** – first day of office hours – reminder to people about office hours – Monday’s hour before meeting and Monday’s @ 7pm on non-meeting dates

**Chairman Caplain** – select board received email – see attached

**Public Input:**

**Pam Sullivan –** Bethlehem invested into tourism and marketing plan - June 21st hosting event at Colonial Theater – Division of Travel and Tourism – summer campaign and future plans

**Sullivan Creative – Winter program recap and next steps**

**Pam Sullivan – formal wrap up of winter campaign –** see attached dashboard for marketing info Chairman Caplain – lots of impressions but low clicks – Pam Sullivan – organic searches show desire of people to get to site – want to get website ranking higher – Selectman Queiroga – Rek-lis big driver but do we have stats from town website to click to other businesses in town? – Pam Sullivan – comes from businesses in town, not off our website – lots of photos during COVID so less people in photos – lack of people in photos but fixing that.

Upcoming – Video/Vlog – 16-18 scheduled – new person on staff in the videos – Spring/Fall 2022 – Itineraries – Newsletters – Social Media – Google ads – N.E. Focus, Yankee magazine and digital –

**Nigel Manley – PILOT program with Rocks**

**Nigel Manley –** old parcel - building taken down with controlled burn – would like to absorb lot into PILOT agreement – lot line adjustment to absorb it into larger lot will be done in future

**Selectman Hibberd made a motion to include small plot into PILOT properties – Selectman Jensen seconded – roll call – all – motion passed**

**Other –**

**Brett Jackson – trees**

Chairman Caplain talked to Brett Jackson about tree removal –David Van Houten went to tree removal company and it is easiest for them to take down all trees instead of pick and choose – monies are in solar budget for their removal.

**Building cleaning service –**

**Tim Fleury –** current cleaning contractor is retiring. Contacted 3 companies/individuals for quotes on cleaning town offices on a weekly basis. One received at same rate as current contractor.

**Selectman Hibberd made a motion to hire the independent contractor pending insurance info – Selectman Morris – second – roll call – all – motion passed.**

**Selectman Morris – motion to purchase equipment if contractor hired – not to exceed $750 total – Selectman Hibberd seconded – roll call – all – motion passed**

**Sweep Bank Account Change**

**Selectman Queiroga –** Woodsville bank changing sweep accounts – nightly money moves to high yield account and back in in the morning – now going to multiple accounts to keep transferred amounts under insurance threshold and earn more interest – met with the bank and Frank – ideally will start at month end if no issues.

**Follow up items with board**

**Board discussed list – funding opportunities**

**Abatement recommendations from appraiser – 421-9-18 & 19, and 204-50.**

**Chairman Caplain –** from assessor – parcels should be valued at $0 – parcels should be with other parcels in development – they are roads and common areas – 421-9-18 and 19

**Chairman Caplain made a motion to approve new amounts – 421-9-18 and 19 – Selectman Morris second – roll call all – motion passed.**

Chairman Caplain – Arlington St hotel – Chandler – value was too high; Hotel went to assessor to reduce amount – have not provided requested additional info to assessor – no additional info given – recommendation not to reduce amount

**Selectman Morris – motion to deny 204-50 abatement – Selectman Hibberd seconded – roll call all – motion passed.**

Selectman Morris – may be appropriate to have Sansoucy assess property if they come back again.

**Minutes – 4/11/2022**

**Selectman Hibberd made a motion to accept minutes from 4/11/2022 - Selectman Jensen seconded – roll call all – motion passed**

**Other**

**Selectman Jensen – off meeting office hours ZOOM meetings – details – town Zoom meeting info**

**Selectman Queiroga** – beneficial to have people submit info in advance to board to help focus on presentations – possible form for presentations – Selectman Morris agree and would like to work on general direction and have info on agenda – Thursday by noon is a good deadline

**Selectman Queiroga –** new donut truck in town – attached to truck by gas station – cars parked on street and other areas. Truck was parked on sidewalk – Selectman Morris – talked to truck owner – went to select board – Haverhill has put through simple permit – area operating in, insurance, safety certs, etc. – permission to share contact info with vendors – coordinate with other vendors – work with planning board for good sites – WREN, Gazebo, other potential sites – Selectman Queiroga – location across street from local businesses – donuts winter business, hot dogs in summer – next steps? Selectman Morris – asked owner to come before select board with information – Selectman Hibberd – blocks sidewalk with truck – Selectman Morris – planning board meeting this week? – Selectman Jensen – long agenda already, not good week to look at sites – process is needed – local farmers market as well – Selectman Morris – form for property use – board discussed options – will work with insurance company to determine issues – Selectman Jensen – like idea and calendar for property use as well – Selectman Queiroga good to submit and see events in town – Chairman Caplain - hopefully comes to next meeting – Selectman Morris – should come up with form and process for next meeting -

**At 7:37 pm Chairman Caplain made a motion to go into non-public session per RSA 91A-3 II (personnel, legal, reputation) – Selectman Morris seconded – roll call - all – motion passed.**

**Board discussed reputation matter.**

**Selectman Hibberd motion to hire ZW as jr guard at $10/hr – Selectman Morris second roll call - all – motion passed**

**Chairman Caplain motion to rehire returning pool staff – Selectman Hibberd second – roll call - all motion passed-**

**Board discussed interest rebate request on tax bill**

**Selectman Hibberd made a motion to deny interest request – Selectman Queiroga seconded – roll call all – motion passed.**

**Board discussed trash on property in town**

**Board discussed eviction on town owned property.**

**Board discussed potential junkyard/car repair business operating in town without permission.**

**Board discussed roll of select board in town issues.**

**Selectman Jensen made a motion to adjourn @ 8:24 Selectman Caplain seconded – roll call - all – motion passed.**

Respectfully submitted,

Tim Fleury

Administrative assistant