

TOWN OF TAMWORTH
BOARD OF SELECTMEN
84 MAIN STREET
TAMWORTH, NH 03886
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Selectmen's Meeting 5:00pm
Town Office

Thursday, April 2, 2020

Draft Minutes

- Immediately go into Non-Public - RSA 91-A:3, II(b)

CALL TO ORDER: Motion made by Selectman Farnum to enter non-public at 5:00 pm, seconded by Selectman Mason.

Roll call vote:

Farnum – Yes

Mason – Yes

Streeter – yes

Goodson – Yes

Ricker - Yes

Minutes were not sealed.

The meeting recessed at 7:08 pm and reconvened at 7:18 pm as a regular meeting.

- CALL TO ORDER – The meeting was called to order at 7:17 pm by Chairman Farnum. Present are: Melanie Streeter, Rebecca Mason, Kelly Goodson, Aaron Selectman Ricker and William Farnum. Also present is John Wheeler, Interim Administrator.
- APPOINTMENTS:
 - Deputy Health Officer paperwork for State of NH - form has been filled out with Selectman Farnum's information. This needs to be signed.
- NEW BUSINESS:
 - Welfare Guidelines - Rent need calls are being received. The Federal Government sent out a document about welfare changes that are being looked at. Chris will get an idea of how much the need will be. Her timesheet is noting what part of her time is involved with COVID-19 issues.
 - Guidelines for Employees returning to work - COVID 19. - Selectman Farnum read the guidelines out loud. Selectman Mason made a motion to approve, Selectman Goodson seconded. **5-0-0**
 - Administrator Update - We have received the check from the former ambulance company and have mailed them the last payment. The audit -a letter has been signed to allow DrummondWoodsum to talk with the auditor. A signature is needed on a letter that we accept responsibility for the report. There are questions that need to be answered before the letter is signed. The Drug Consortium is nearly complete. The new cruiser has arrived in Nashua. Paperwork can be delivered tomorrow if there is someone to sign. The cruiser can be transferred to Portsmouth next week. It will need to be insured with Primex once the paperwork is available. Selectman Mason and Selectman Farnum will be here tomorrow morning. If they are here before 11 am, they will sign. If later than that, John Wheeler is authorized to sign. A Verizon chip is needed for the new computer. There is no charge for the chip, but there is a \$10 month line fee. It is an online approval process. Robin will be

available one day a week through the end of April. The preconstruction meeting was held this morning. June 1st is the expected start date.

- IT Server Cost - Cybertron invoice - the Barracuda backup cost went up. They want a 50% deposit to start. Selectman Farnum made a motion to move forward and send payment of \$12264.50 for server replacement with Cybertron. Selectman Mason seconded. **5-0-0**

▪ **SIGNATURE FILE:**

- Selectmen's minutes for March 26, 2020 -correct Chief Littlefield to Chief Colcord Selectman Farnum made a motion to approve with amendment, Selectman Mason second. **4-0-1**
Selectman Ricker abstained
- Selectmen's Non- Public Minutes for March 26,2020 - Session #1 and #2 -
Session #1 - motion by Selectman Farnum, seconded by Selectman Mason **4-0-1**
Selectman Ricker abstained
Session #2 - motion to approve by Selectman Farnum, seconded by Selectman Mason **4-0-1** Selectman Ricker abstained
- Tri- County Community Action PILOT - has been signed by TriCounty CAP Inc, \$3800 payable in two payments of \$1900 each.
- Accounts Payable Manifest \$544769.17 Motion to approve Selectman Farnum, seconded by Selectman Mason **5-0-0**
- Payroll Manifest \$27046.96 Motion to approve by Selectman Farnum, seconded by Selectman Mason. Cash used to date is \$269,243.92 for payroll. **5-0-0**
- Chocorua Lake Conservancy PILOT - was approved in February. Needs signature.
- Certification of Yield Tax Assessed - Map 414 Lot 078 - 000 - \$222.12 - Selectman Farnum made a motion to approve, seconded by Selectman Mason **5-0-0**
- Certification of Yield Tax Assessed - Map 414 Lot 078-001 - \$395.38 Selectman Farnum made a motion to approve, seconded by Selectman Mason **5-0-0**
- Abatements:
 - Map 415 Lot 067-108 - \$593.00 - Selectman Farnum made a motion to approve, Selectman Mason seconded **5-0-0**
 - Map 410 Lot 156 - \$206.00 - Selectman Farnum made a motion to approve, Selectman Mason seconded **5-0-0**
 - Map 408 Lot 011 - 001 - \$21.97 - Selectman Farnum made a motion to approve, Selectman Mason seconded **5-0-0**
 - Other items in file - Letter from Darlene, quote from Home Depot and Lowes for door. Who will be installing it?

▪ **SELECTMEN'S UPDATE:**

Selectman Ricker- no report

Selectman Streeter - Emily Jennings will turn 100 on April 12. Selectmen will be sending her a card. Are we looking at a spending freeze? We will look at this next week.

Selectman Mason - Sewer Commissioners will meet on April 7 at 6 pm. Rates will be set. Emergency Issue 23 says we can use electronic signatures now. She has asked Cybertron how to do this. AdobePRO is the way that it is done, we do not have that. There was an Emergency meeting on Monday. As of that day, Tamworth did not have any COVID-19 cases reported. Action Ambulance is up an running. They had two calls in two separate towns yesterday, and they had a good response time. She was asked if there will be anything happening with tax fees, interest, etc. The bills are coming out in June. She has received many health officer complaints lately.

Selectman Goodson - has received a couple of calls from concerned citizens. This is a crazy time to be a newbie. She has not been able to get her email set up yet.

Selectman Farnum - attended the bridge paperwork signing today. Keep safe. Stay away from each other if you can. Follow rules, think positive thoughts. Try and stay sane.

- OLD BUSINESS:
 - Job descriptions/Personnel Policies
 - Procedures for BOS
 - Traffic & Road Regulations & Policy
- PUBLIC COMMENT:
- ADJOURNMENT: Selectman Mason made a motion to adjourn at 7:58 pm, seconded by Selectman Farnum. The meeting was adjourned.

Respectfully submitted,
Melissa Donaldson
Recording Secretary

William W. Farnum

Rebecca Mason

Aaron Selectman Ricker

Melanie Streeter

Kelly Goodson