

Selectmen's Meeting Minutes

May 17, 2021

7:00 PM Meeting called to order by Selectboard Chairman, John Esposito. Also in attendance were Selectmen Kim Roberge and Tim Berry and minute taker, Laurie Brown.

Esposito led the meeting in a moment of silence.

Esposito introduced Charles Hopcraft as a candidate to do the Town's new website. He explained that we need a website that is as user friendly as possible for everyone and asked Hopcraft to give us the rundown of what he could do for us.

Hopcraft said that, number one: our website is not secure. He cited Milford and Hollis who have secure sites.

Berry said that we want to have more users, we want links to other sites, and we want other people to be able to upload. We also have a cemetery database that some developers did not want to deal with.

Hopcraft said that there are a couple of ways to have a secure database.

Berry asked for screenshots of other municipality sites he has done.

Hopcraft said that this will be his first municipality. He also explained that there will be a lot of interchangeability with what he is proposing, and it will be mobile friendly.

Roberge asked if he is able to facilitate hosting, and what his timetable would be. She also said that we need to find out what our department heads will need.

Hopcraft said that we are with GoDaddy; everyone uses GoDaddy and we could stay with them. He feels that we need a roadmap as to how our site should evolve; we need to meet with the stakeholders.

Brown said that she knows he works full time for the FDIC – how will you make time for us?

Hopcraft said that he does 90% of his work from home, the time is there, and he would always be available.

Esposito asked how long the project will take.

Hopcraft said several weeks, but the old site would still be up and working during the project.

Esposito thanked him for coming in.

7:15 PM Department Head Meeting

Heather Kennedy – Rec. Director

She took part in Read Across America. They are tentatively planning 3 to 4 concerts for the Summer Concert Series; all outside. They are considering a concert for the end of the "Spring Gala" day too. They will move the Gala to August 14 or 21 and probably call it Old Home Day.

Roberge said that you have to keep the planning fluid. See if you can get people to participate hosting the parade and festivities.

Police Chief Furlong said that it is too late for a parade permit – you need 90 days.

Esposito asked about the road race.

Furlong said that you could only use Town Roads. You need 90 days to close a state road. Also, there will be no extra officers on duty that day and that could cost up to \$1,000.

Roberge thinks that having the Summer Concerts is great, and holding a concert at the end of "Gala" could be a big draw.

Bonnie Angulas said that we should stop calling it "Gala". People will expect everything they normally get for Spring Gala. You should call it a Block Party.

Kennedy said that they were thinking "Old Home Day".

Berry asked what they envisioned for food.

Kennedy said that, since the guidelines are constantly changing, they were hoping for the FD pancake breakfast and were also talking about having food trucks come.

Esposito feels that having the concerts is a good idea.

Berry said that the church seems interested in having their BBQ.

Bonnie Angulas – Library Director

The library opened to walk through customers on April 20th. No more than 3 patrons in the building at a time. The staff is fully vaccinated. The trustees will be consulting on what is necessary for the summer reading that has kids from 0 – 11. The library trustees received a donation and decided to purchase a 20' x 30' tent. It was erected and passed inspection. JoAnn has had 2 Storytimes under the tent and the Lamson Farm Commission is meeting there on Thursday. Saturday is the annual plant sale. She has asked the DPW Director to temporarily post "No Parking" on the South side of Grand Hill Road. The theme for Summer Reading is: Tails and Tales and we are trying to coordinate with the school to get them to assign summer reading. We have hired Maddie McFee of Amherst for the teen spot.

Roberge asked if tomorrow night's trustees meeting will be via Zoom also.

Angulas said, no – just in person.

Kevin Furlong – Police Chief

Overall, in NH there are 139 cases of Covid-19; that is down 21% from last week. We only have two active cases in Mont Vernon.

Wednesday the State will stop notifying the first responders where the cases are. Dispatch will still ask the questions and forward any information they get. The mask mandate is gone; it is up to individual businesses now. There are no more mandates in NH; just recommendations.

Esposito was incredulous that the 1st responders will no longer be notified.

Furlong did say that dispatch will be asking if anyone in the home is sick and can pass that along.

The speed boards are back up and running and we are looking to get poles set in 5 new locations.

Roberge asked where he was going to put them.

Furlong said that he was still thinking about that, but maybe Wilton Road, Amherst Road at Carleton, the straight away on Brook Road, Tater Street, and west bound on the Turnpike.

Sargeant Slavin is testing out a body camera. It is a free trial. We will get at least two more quotes.

Roberge asked why he was testing body cameras.

Furlong said that it is now mandated for State Troopers and recommended for all agencies. He feels that within the next year it will be mandated for municipalities also. Axon is the first system we are trying and it costs much less than I thought it would: \$6,800 annual storage fee.

Berry asked if we only have to keep the data for one year.

Furlong said that the law says 30 days.

Last week Furlong taught a one-hour class on Violence Incident Response at MVVS and then conducted a lock down drill.

On Wednesday, May 26th, we will be planting geraniums at the veteran's graves at the cemetery. This used to be done every year by Jim and Barbara Whipple.

Sargeant Slavin has been recognized for an investigation into a fraud case that involved \$200,000 in damages.

Officer Wolf was promoted to Staff Sargeant in the National Guard and will be gone from May 29th to June 26th for training.

Jay Wilson – Fire Chief

There has been a delay on the tanker repair – we will have it back the week after next.

The FD is on board for the Concert at the end of Old Home Day – we just need a firm date.

Berry asked about the pancake breakfast.

Wilson said yes, they were in for all of it; Old Home Day and the Concert Series.

Ben Crosby – DPW Director

Said he is starting to prep for paving. The paving scheduled for this summer is: the section of Mason from Spring Hill to Old Amherst Road, Taschereau Drive, the highway garage apron, 2 patches on the Turnpike, and Hazen Road to the New Boston town line for \$151K - \$152K depending on the price of liquid asphalt.

I've had no luck renting a truck or hiring someone for the seasonal street sweeping at a reasonable price. I spoke to the town of Milford's public works and they are willing to come up for 2 days using mutual aid.

The DOL list has been completed except Wilson is still working on some fire extinguishers.

The gazebo repairs to the railings etc. have been done. We just need someone to scrape and paint.

We have some sign posts we can repurpose for the speed boards.

We still have the guys on a rotation for filling in for Mike Buskey at the transfer station. I will speak with Buskey tomorrow and, if he isn't able to provide a reasonable return date, I will be asking to post the job.

We finally got the radios installed in the trucks.

I am working on a rough draft for an RFP for the culvert on Brook Road.

Berry asked what money we have available for paving this year.

Esposito said that we have \$37,485.90 from 2018 Block Grant, \$94,895 from 2019 and \$96,574 from 2020, plus the \$100,000 in the Tarring and Paving line. We will use \$100K from Tarring and Paving and \$50 from Block Grant funds.

Berry asked about the two shimming patches on the Turnpike.

Crosby said that they are temporary fixes that will buy us a few years.

Berry said that there are two kinds of temporary fixes, one is a sand mix and the other is put down by a paving machine.

Crosby assured him that it is a 1 ½ course put down by a paving machine, and that they will recrown the road.

Roberge asked Crosby to have the figures for next Monday for using his men to work in the transfer station and how that will be affecting his budget. Also, if he plans to ask to go to 4 (10 hr.) days for the summer, won't that be harder?

8:05 PM End of Department Head Meeting

Town Clerk, Belinda Yeaton asked if there was an official opening day for the offices and was told not yet.

Esposito introduced Jennifer Tyrrell of Nine Cats Design to everyone. He said that we want to revamp our website, and asked her to tell us what she would do toward that end.

Tyrrell said that the current website was done in December of 2011, it was put on the Joomla CMS because it was the only content management system that would allow for department heads to upload their own things. She suggested Word Press going forward so that anyone can maintain their section. The people who need to update the site need to be able to do it easily, and people coming to the site can find things easily. Your site is not mobile friendly now, we need to fix that. Laurie has done an incredible job maintaining the site. You are hosted by HostGator now, and can the middle plan can easily go from Joomla to WordPress. She does say that she would probably move the hosting to SiteGround. The timeframe is 6 to 8 weeks from start to finish.

Roberge asked why SiteGround over HostGator?

Tyrrell said that HostGator was great, but that they have been bought out by EIN and the support is not as good as it once was.

SiteGround is fast and very good.

Berry asked how much hosting should cost.

Brown said that HostGator is charging us \$143.40 annually.

Tyrrell said that SiteGround is approx. \$25.00/month.

Roberge asked how often a website should be redesigned and if she has done any other towns.

Tyrrell said that it depends on how quickly your business changes, but every 5 to 6 years is a good measure. She doesn't have any other towns at the moment.

Berry asked if she would be providing the hosting service and was told no. He asked if the host provides the security for the site and was told yes. He asked about maintenance and said that some companies charge an annual fee, whereas hers is hourly. He listed services from another proposal and Tyrrell said that the Host provides most of those services. She added that Word Press does automatic security updates and plug ins also update automatically. Nine Cats maintenance would be added functionality.

Berry said that the Heritage Commission wants to have a sub-site accessed by a link. Could you give us an addendum to your proposal by next week with the cost to develop that?

Tyrrell said that a sub-site could be totally separate or a subdirectory and could be on the same hosting plan.

Berry said that the Heritage Commission would like to be able to collect money through their site.

Angulas said that the Library's site is using WordPress. Will there be training?

Tyrrell said yes, either by Zoom or in person, whichever is needed; training is very important.

Esposito thanked her for coming in.

Esposito discussed Town Meeting. The MPR can hold 140 people with social distancing. He thinks we will have more people attend than that. Howard mentioned opening up classrooms, or we could rent a tent. The 40' x 80' tent is cost prohibitive; the 30' x 60' tent will cost \$2,050.00 and that includes set-up.

Howard Brown said that we need to see what system they have to get into the other rooms.

Roberge said that the school has a mask mandate – you need to have the tent to accommodate those that won't wear a mask.

Berry said that Brookline went with outside and inside just like we are talking about. He is ready to go with the 30' x 60' tent and wants to know how many chairs we have.

Esposito said that renting chairs costs \$.90/chair.

Berry said that it is a summer Saturday; there won't be many people around to come to Town Meeting.

Roberge feels we should rent 150 chairs.

Esposito thinks that, with the budget up so much, we might get more people than we think.

Crosby said that the tent will be set up Friday night.

Berry said that they should do a walk-around with the tent people to see where it will be set up.

Roberge asked about who would be in charge of the technology.

Angulas asked if people would have to come inside to get to the microphone, and how do you verify voters?

Esposito asked who has expertise in technology.

Roberge said that she would contact the SAU IT person if Berry calls Brookline and asks them how they did it.

Eileen Naber said that the school district has a full-time IT person through the SAU.

Board decides to do the walk-around Wednesday morning at 9:00 AM.

Esposito brought up getting an AED for the transfer station. He feels that we should have one there and the cost will be approximately \$2,700.

Roberge agreed that we need one there, but says there is no point in the purchase if we can't get them trained for some time.

Esposito talked about the Junk Yard problem.

Berry said that our attorney suggested we speak with a litigation lawyer.

Roberge said that we are looking for a letter a bit stronger from Town Counsel.

Esposito agreed.

Roberge feels that a stronger letter, coming from Town Counsel, will move things along.

Esposito will call Town Counsel in the morning.

Esposito asked about the Town Hall Renovation Committee.

Roberge said that they haven't met so there is nothing new.

Berry said that the Planning Board has discussed the ADU issue on Weston Hill Road. They are working on it.

Esposito explained that the DPW has been short one man, and has been very busy. They will get to installing the new security cameras for the Town Hall in the next few weeks.

Roberge said that her concern is having Joan there at night.

Berry suggested getting in touch with Glen Neider to get a quote on scraping and painting the gazebo.

Esposito volunteered to call him.

Esposito asked about MACC and said that they are meeting Wednesday.

Roberge said there is something going on. There was discussion from the BOG on the approval of draft minutes. The BOG didn't want someone to do a presentation to correct the draft minutes. I called down to get the minutes from them and was told nobody gets to see the draft minutes. Maybe they are just not sure of what the proper protocol is.

Roberge asked if the Board was going to discuss the lien notices.

Berry said that he had called the Tax Collector, Sue Leger, and she wants to meet in person to discuss these.

Roberge said that she was ok with doing that. In the past we have waived these. We have multiple parcels that are just not paying. There is a new park owner. Some of these are getting beyond the property value. We should take more action than just waiving every year.

Berry said that is why Sue wants to meet.

Board decides to meet Wednesday at 5:00.

Crosby let the Board know that the stairs to the bell tower need some attention. They need to be shored up. He also said that the Governor has proclaimed that this week is "Public Works" week.

Roberge let the Board know that Edith March, former library director, passed away.

9:15 PM As there was no further business before the Board, Berry motioned seconded by Roberge to adjourn.

Roberge; yes, Berry; yes, Esposito; yes.

Respectfully submitted,

Laurie Brown