Present: Richard Poelaert, Chairman and Justin Lyons.

Others Present: Paul Deschaine, Community Partners, LLC and Gary Roberge, Avitar

Richard Poelaert called the meeting to order at 6:30 PM.

**Motion** by Mr. Poelaert and second by Mr. Lyons to enter into nonpublic session pursuant to RSA 91-A:3 II (c) – reputation, and (e) – consideration of litigation at 6:30 PM.


Motion to come out of nonpublic session at 6:38 pm.

Mr. Poelaert asked Mr. Roberge is an Avitar representative could be present at the 2020 Deliberative Session to answer questions about the 2019 Revaluation. Mr. Roberge said he would speak to his people to see if anyone was available. Communication issues during the revaluation were discuss with the hope to improve upon future efforts. Mr. Roberge stated there is no one perfect way of communicating.

Melissa Lyons was present on behalf of the East Kingston School Board to discuss the scheduling of the town's and school's deliberative sessions. The Town's session is tentatively set for February 6, 2020 at 7:00 pm. The public hearing date for the 2020 Warrant is scheduled for January 6, 2020 with a possible snow date of January 9, 2020. Mr. Poelaert asked about the scheduling of use of the school and building access on February 11, 2020 for the Presidential Primary. He offered to have as many officers as needed to allow access via the front entrance. Chief Mike Lepage said the school is considering not to be in session that day to avoid the complexity of logistics if the children are present in the building. Other logistics were discussed with an understanding that everyone would be as accommodating as possible.

Fire Chief Ed Warren was present to update the Board on the house fire this past weekend. Relief efforts for the family are being coordinated by the Fire Department. The family is being inundated with offers of help, which some are legitimate while others are questionable. The Police and Fire Chiefs have been assisting when necessary.

Craig and Gail Charest were present to discuss his present medical leave from the Police Department. The logistics of when to go into non-public session to protect Craig’s privacy was discussed. At 6:57 pm, Mr. Lyons moved to go into non-public session to discuss a personnel matter. Mr. Poelaert seconded the motion which unanimously.

At 8:25 pm, Mr. Poelaert moved to come out of non-public session and to seal the minutes. Mr. Lyons seconded the motion which passed unanimously.

The Board proceed to discuss the proposed contractor winter maintenance rates for the 2019-2020 season. Mr. Nigrello had provided his input to Mr. Poelaert via a spreadsheet that
was distributed. It amounted to his suggested rate structure for the contract snow removal. Mr. Lyons was concerned that if the Town did not pay the understood rates as proposed, the contractors may not be willing to continue to plow. One alternative Mr. Nigrello had also proposed was to keep the present rates from 2018-2019 season but to add an incentive by guarantying a minimum number of hours each month.

The consequences of not setting the rates to the ones recommended by the Highway Agent were discussed without any certain outcomes. Mr. Lyons moved to temporarily pay the new rates until the actual new rates were decided by the Board. Mr. Poelaert questioned the wisdom of taking such an approach. He was more supportive of paying the old rates until the new rates are implemented and making retroactive adjustments afterwards. He proposed having a special meeting of the Board on Friday, December 20th when all three board members could be present. After further discussion, Mr. Poelaert moved to table this discussion until the special meeting on Friday, December 20, 2019 at 4:00 pm. Mr. Lyons seconded the motion which passed unanimously.

The reviewed the proposed 2020 Investment Policy provided by the Treasurer. It is the same as this year’s policy. Mr. Lyons moved to approve the 2020 Investment Policy as presented. Mr. Poelaert seconded the motion which passed unanimously.

Selectmen’s Minutes: Mr. Poelaert made a motion to accept the Public Minutes of December 2, 2019. Second by Mr. Lyons. Motion carries unanimously.

Motion by Mr. Lyons to accept the Nonpublic Minutes of December 2, 2019 and have them remain sealed. Second by Richard Poelaert. Motion carries unanimously.

Motion by Mr. Lyons to accept the Manifest dated December 4-5, 2019 in the amount of $70,033.01. Second by Mr. Poelaert. Motion carries unanimously.

Motion by Mr. Lyons to accept the Manifest dated December 13, 2019 in the amount of $525,177.48, which included the annual payment to the County. Second by Mr. Poelaert. Motion carries unanimously.

Mr. Poelaert made a motion to authorize the purchase of the Accufund accounting software as previously discussed at a prior meeting, and further authorize Mr. Deschaine to order the software. Second by Mr. Lyons. Motion carries unanimously.

Mr. Poelaert made a motion to authorize the purchase of a new server from RMON Networks as previously discussed at a prior meeting, and further authorize Mr. Deschaine to order any necessary hardware to implement this effort. Second by Mr. Lyons. Motion carries unanimously.

Mr. Poelaert made a motion to further authorize Mr. Deschaine to purchase any workstations, up to five, from RMON Networks as replacements if the present workstations are not successfully upgraded to a Windows 10 platform, and further authorize Mr. Deschaine to order any necessary hardware to implement this effort. Funding for the workstations would be from the remaining operating budget established for the server replacement project. Second by Mr. Lyons. Motion carries unanimously.
Mr. Lyons made a motion to authorize the purchase of the remaining components for the fire alarm system upgrade at the Town Office Building to make the system fully compatible, and further authorize Mr. Deschaine to order any necessary hardware to implement this effort. Second by Mr. Poelaert. Motion carries unanimously.

The Board proceeded to discuss possible warrant articles for the 2020 budget. Mr. Deschaine handed out draft articles proposed by Town Administrator Becky Merrow. Mr. Deschaine also suggested the Board consider changing the Elderly Exemption and qualification criteria to more reflect county averages. He handed out a spreadsheet showing Elderly Exemptions offered by all the communities in Rockingham County along with a calculation of the average and the mode of all the communities. The Board will consider this information at a future meeting.

Motion to adjourn at 9:41 pm by Mr. Poelaert and seconded by Mr. Lyons. The motion passed unanimously.

Respectfully submitted,

Paul R. Deschaine

[Signature]

Richard S. Poelaert  Justin B. Lyons  Robert L. Nigrello