



Office of Board of Selectmen

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Selectmen's Meeting Minutes
Monday, August 8, 2022, 10:00 a.m.
Belmont Mill
Tioga Meeting Room

Present were Chairman Ruth Mooney, Selectman Jon Pike, Selectman Claude Patten, Jr., TA Alicia Jipson, Assessing Admin Colleen Akerman, DPW Director Craig Clairmont, Building & Grounds Supervisor Patrick Golden, Parks & Recreation Director Danielle St. Onge, Fire Chief Mike Newhall, Code Enforcement Officer Mark Ekberg, Budget Committee Chairman Ron Mitchell, Kevin Sturgeon, and Cemetery Trustee Sharon Ciampi. Via Zoom was Finance Director Katherine Davis and Fire Department Administrative Assistant Sarah Weeks.

Those present stood for the Pledge of Allegiance.

Minutes:

Selectman Claude Patten, Jr. moved the minutes of the meeting held on July 25, 2022 as written; seconded by Selectman Jon Pike and the motion passed unanimously.

New Business:

FSB DPW Truck Lease Acceptance – This is a housekeeping item that should have been taken care of when the street light and cruiser leases were negotiated. A formal motion is required to lock in the rate. This will only take effect if the truck is delivered in 2022. The Town will not be committed unless it is delivered before the end of this year.

Selectman Pike motioned to use Franklin Savings Bank for the non-appropriation clause lease, up to \$234,000, to partially finance the purchase of a new Western Star 4700 6-wheeled truck and plow/accessory fit-up. The interest rate will be 2.65% (tax exempt and bank qualified), fixed, for a fully-amortizing term of 7 years. Principal and interest payments will be due annually, beginning December 2022. Closing costs are estimated to be \$95 document prep, and \$350 legal review and other. Chairman Ruth Mooney is named as the authorized signer for lease documents and other associated documents. The motion was seconded by Selectman Patten and the motion passed unanimously.

TOB Land Purchase Request – Map/Lot #102-020-000-000 – TA Jipson received a request to purchase TOB land. The parcel is in Conservation Land and cannot be sold. TA Jipson also noted that any sale of TOB land had to be done through a sealed bid process and or by warrant article at Town Meeting. TA Jipson brought forward the request so that the Board could formally acknowledge the request that was made.

Selectman Pike motioned to deny the request; seconded by Selectman Patten and the motion passed unanimously.

Primex – CAP Agreement – This is the contributory insurance program for 2024-2026 for property liability. This agreement will lock the Town in at a cap of 9% for 2024, 2025, and 2026. If rates increase, the Town rate will not exceed 9%.

Selectman Patten motioned to accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Property & Liability Contribution Assurance Program (CAP) as of the date of adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex risk management pool membership during the term of the Property & Liability Contribution Assurance Program (CAP). The motion was seconded by Selectman Pike and the motion passed unanimously.

Old Business:

Fire Department Command Vehicle Claim – TA Jipson explained this vehicle was damaged while at a repair shop. Primex has agreed to pay \$14,850 less the \$1,000 deductible, as well as the Irwin's bill. Chief Newhall is working on replacement costs to present at the August 22nd meeting. He also noted that use of funds from the Ambulance Revenue Fund would require a warrant article. Chairman Mooney said we may be looking at a used vehicle. Selectman Pike clarified that the vehicle damage was unrelated to the work being done at the repair facility.

2nd Deposit of ARPA Funds Received \$383,844.60 – TA Jipson announced that we received our 2nd tranche of ARPA funds. These funds have been set aside for replacement of well #1. Chairman Mooney asked when it will be replaced. DPW Director Craig Clairmont said they are currently working on it with Underwood and Hydrosourc. The State decides how it will be replaced because a "cone of depression" exists at the current well site and it needs to be moved out of the saturation to make it better.

Other Old Business

Library – Budget Committee Chairman Ron Mitchell reported that he has been invited to attend a meeting of the Library Trustees tomorrow evening to discuss options for design build concepts for a library expansion. If they are not using design build concepts to match the existing structure, it would likely be more affordable to construct a new wood-frame building, potentially in a new location. He estimated it would be less than \$1 million to construct a new library by itself; but that adding on to a historical building, to match up with everything, is going to add about 40% to the cost of construction. Using the current site would cost more because it is a historical building and everything would have to be designed and correctly match to the existing building. Budget Chair Mitchell was looking for some feedback from the Board about new locations to consider such as Sargent Park. Selectboard Chairman Mooney stated a bond

would be needed. Budget Chair Mitchell suggested a campaign to raise donations for the costs. Chairman Mooney asked what his thoughts are on the existing building if a new library is constructed. He said the Historical Society should use it as a museum. It is a tiny building but there are many Town artifacts with no place to display them.

Cemetery Update – Cemetery Trustee Sharon Ciampi gave the Board an update regarding a request for a refund of deposit from Lawrence Fence Company. A deposit of \$5,000 was submitted for a job quite a long time ago and no work has been started, and the company contact has not been answering communications. TA Jipson and Trustee Ciampi drafted and mailed a letter that was being forwarded to a new address. A second letter, certified and registered, was also mailed last week. Phone calls were not being answered. Trustee Ciampi stated she emailed at approximately 5:30 on Friday saying he has not forgotten about this job and will get to this by the end of the month. She confirmed that he provided his updated mailing address in an email reply. Selectman Pike recommended starting the process over, and utilizing the knowledge of our Town experts, including the Building and Grounds Supervisor and DPW Director. It may be cost-effective for the Town to purchase the materials and utilize existing employees. There was some discussion about the process of sending jobs out to bid.

Trustee Ciampi asked for a statement to be put on record: “Why do you pay vendors to do work that someone in Town could do, when that is what they are hired for? Former Town Administrator Jeanne Beaudin told me time and time again, you hire vendors to do it because that is what you have to budget for.” That is why Trustee Ciampi has never asked about it, and she stated they always research outside vendors. Selectman Pike asked that the Trustees consult with the Building and Grounds Supervisor and the DPW Director for their opinions. He also said the correct process for bids needs to be followed.

Chairman Mooney commented that Town employees like the Town Administrator, Building and Grounds Supervisor, and DPW Director are there to ask and get suggestions, opinions and recommendations. She suggested more communication with Town employees.

Trustee Ciampi asked for confirmation that the Board would like them to consult with the Building & Grounds Supervisor, and to pursue getting the deposit returned. The Board agreed.

Old Home Day Update – Parks and Recreation Director Daniëlle St. Onge said things are going well. Gretta Olson-Wilder is in charge of the Road Race and she is still looking for some water station volunteers. There are more than 55 runners signed up. Chairman Mooney said she hopes that Town employees who are residents are willing to volunteer. It would be in everyone’s best interest to volunteer some time. The Director said there are National Honor Society members and Summer Camp families who are volunteering.

The Director asked if vendors can set up on Friday evening. Selectman Pike said after the Town Hall closes, and the library should be consulted. TA Jipson also noted downtown residents who use the parking spaces should be notified of the parking change.

Mill Update – Planning Board Member Kevin Sturgeon asked if there is an update on use of the Mill for Town Hall. Chairman Mooney said no. Building and Grounds Supervisor Patrick Golden noted the Turner Group recently visited and measured the first three floors.

Next Meeting - The next meeting date will be Monday August 22, 2022 at 10:00am.

Non-Public:

Chairman Mooney moved to enter non-public session in accordance with RSA 91-A:3 II (c) at 10:35 am. Roll call was taken and those present and voting were Jon Pike, Ruth Mooney and Claude Patten, Jr. Also present was TA Alicia Jipson. The Board returned to public session at 11:21 am.


The meeting was adjourned at 11:22 am.



Ruth P. Mooney, Chairman



Jon Pike, Vice Chairman



Claude B. Patten, Jr., Selectman