



Monday, February 5, 2024
Board of Selectmen Working Session Minutes - FINAL

Attendees: Dianne Craig, Alicea Bursey

Called to order: 6:30pm

Minutes of January 22, 2024

The minutes of January 22, 2024 were tabled pending quorum of those members present at the meeting.

Minutes of January 23, 2024

Motion to approve the minutes of 1/23/24 "as is" was made by Dianne Craig, Alicea Bursey seconded. All were in favor. The minutes were approved "as is".

Assistant Road Agent job posting

There was a discussion on the number of applicants for the Assistant Road Agent position. The Board is not receiving as many applications as expected. Ms. Bursey suggested advertising elsewhere such as the Eagle Times, Ms. Craig also suggested the Kearsarge Shopper. Ms. Bursey will email the Selectmen's secretary to get quotes for advertising the position in the Shopper.

Indeed terms of agreement

There was a discussion on the updated *terms of agreement* with Indeed.com. At this time, the Board is considering canceling its advertisements with Indeed.com. Ms. Craig suggested canceling the account.

Pest Control Services

There was a discussion on the budget item for pest control services. The budget will be increased for government buildings to cover pest control services (annually).

FEMA – Brickyard Road

FEMA denied the funding request for the damage to the Brickyard Road bridge for the second time. This is based on no DOT records of the bridge ever being inspected and no records that the bridge was ever made a class five road from Brook Road up 150 feet beyond the bridge. DOT further shared they have no record of this being a road. Based on a previous Selectmen's meeting on June 14, 2021 we were informed by residents that a section of Brickyard Road starting from Brickyard Road up 150 feet beyond the bridge was a class five. The Road Agent was asked for quotes to re-plank the Brickyard Road bridge. On June 28, 2021 it was discussed that re-planking would cost \$700. The bridge washed out in the FEMA major disaster declaration storms of July 29 – August 2, 2021. At this time, the Town has no recourse to fix the washed-out Brickyard Road Bridge. As of today's meeting, the Brickyard Road portion coming from Brook Road is not listed on the NH DOT's ArcGIS site (<https://hub.arcgis.com/datasets/NHGRANIT::nh-dot-roads/explore?>) nor is it included in the

Town's highway Block Grant Aid for fiscal year 2023 or prior for class four and five highway mileage. This is prepared by the Bureau of Planning and Community Assistance.

The Board will discuss this further in its February 12, 2024 meeting.

Agenda and Meetings needs

There was a discussion on the growing needs of the community and having more regularly scheduled meetings. The Board discussed having the first, second, third, and fourth Mondays of each month be a regular meeting. With the goal of providing more accessibility to the Selectmen, more feedback in a timely manner to Town employees, increased transparency, and a stronger meeting structure. This item will be discussed at the next Board of Selectmen meeting.

UVLSRPC email regarding at home composting

The Board discussed an email received from the UVLSRPC about at home composting and felt it might be of interest to the Library as part of their community outreach. This email was forwarded to the Library Trustees.

Employee Handbook

There was a discussion on the employee handbook and necessary updates. Paid time off policies and leaves will be reviewed next.

Employee Performance Review

Employee reviews will be held on March 12, 2024 and the Board will set up appointments for them.

Alicea Bursey made a motion to adjourn, Dianne Craig seconded the motion. All were in favor, the meeting adjourned at 9:02pm.