

Town of Washington
Board of Selectmen

Meeting Minutes

March 26, 2020, Selectmen Meeting 9:00 am at the Town Hall

ASSEMBLY

MEMBERS: Tom Marshall (absent), Jed Schwartz, Don Revane

1.0 Visitors:

2.0 Minutes: Schwartz moved to approve the meeting minutes of March 19, 2020, Revane second, all voted in favor.

IMPORTANT DATES:

April 2, 2020, The Town Offices are closed except for essential business due to Covid-19. Usual Selectmen office hours have been cut back to 9-10am, evening 7pm public meetings at the Town Hall are canceled until further notice.

DID YOU KNOW!!

From the Fire Chief and Fire Warden Regarding Burn Permits:

In regards to burn permits we will not be issuing burn permits at this time so that we can limit the person-to-person contact. The permitting process can now be done online at nhfirepermit.com so please direct everyone to that site for their fire permits.

**Parks & Recreation
Annual Easter Egg Hunt, Town Hall
Saturday, April 4, 2020, / 10:00 am
Light refreshment will be served (rain or shine)
HAS BEEN CANCELLED**

**The Town of Washington Ordains:
Ordinance #93:011
Spring Road Load Limit Posting**

Limitation of Use: Except as specifically provided in Section V below, it shall be unlawful for any person to operate any motor vehicle weighing more than six (6) tons on any Limited Weight Street, Highway from **March 1st to May 31st** or as deemed necessary.

Special Permits: The Road Agent shall issue a special permit after consulting with the Board of Selectmen for the operation of vehicles weighing more than six (6) tons over Limited Weight Streets, Highways and/or Bridges only after the Road Agent and Selectmen determines that the vehicle will not cause unusual damage to the highway.

Exceptions: Delivery vehicles making occasional trips to service residences. Any permitted business in the Town of Washington operating a Motor Vehicle empty over six (6) tons from their place of business to and from N.H. Route 31 and N.H. Route 10.

Pursuant to Town Ordinance #001983-1

It shall be unlawful for any person to operate any vehicle in excess of 2,000 lbs. on any class V road to a summer cottage or class 6 highways until the end of mud season as designated by the Public Works Director.

Taking precautionary measures if anyone is negatively impacted by the Corona-Virus and needs assistance please contact Monica Scanlan, Welfare Administrator 495-0262.

Town of Washington's Food Pantry will be open on Saturdays for the month of March, 1:00 pm - 2:00 pm. Please call Sue Hofstetter at 495-0096 for an appointment to visit the food pantry.

From the Board of Selectmen March 18, 2020

Re: COVID-19

Due to State and Nationwide advisories and mandates resulting from the continuing spread of the COVID-19 virus, the Town of Washington is implementing a number of precautionary measures to protect our community, town officials and employees. Please know these measures are temporary and we are all hoping to get back to normal as soon as possible! As the situation evolves we expect changes and revisions to these measures. Please visit the Washington

Website <https://www.washingtonnh.org> for the latest updates on services and restrictions due to the pandemic.

As of Tuesday March 17, access to all town Buildings will be restricted to essential personnel only. The business of our town government will go on, but much of this work will be completed remotely.

Restricted Buildings: Town Hall, DPW Building, Fire, Rescue and Police Station, Camp Morgan Lodge, Shedd Free Library.

All public Committee, Board and Commission meetings are suspended until further notice. Any essential town business can be conducted by phone or internet conference, minutes will be recorded and posted as usual.

1) The Selectmen will be canceling the weekly Thursday, 7pm public meetings until further notice. We will continue working on the business of the town and will record and post minutes as always. The Selectmen are in close contact with our town safety agencies; Emergency Management, Fire and Rescue, Police and Welfare, and will do our best to keep the public informed of any information relevant to community safety and access to public services. Call 603-495-3661 to contact the selectmen's office with any questions or concerns. Please leave us a message and one of us will get back to you if the line is tied up.

2) Emergency Management Cynthia Dressel, the new Director of Washington's Emergency Management Team is in contact with the state and federal agencies associated with the response to the COVID-19 emergency. The Town's EOC will open if needed, but for now we are on stand-by and ready to coordinate with the local, state and federal response activities if needed.

3) Fire and Rescue The Washington Fire and Rescue Chief and Captain are in close contact with our associated hospitals and doing their best to stay on top of the latest protocols that are being updated daily regarding first responders assisting those in need of help during this crisis. For now, the Fire Station building has restricted access to only those who are active fire, rescue and police personnel. As always **in an emergency call 911**, Non emergencies fire/rescue 495-3133.

4) Police The Washington police are on full alert and maintaining their usual full schedule of operations. Non emergencies call 495-3294.

5) The Tax Collector and Town Clerk will be available by telephone only, 603-495-3667, please leave a message if your call is not answered. Documents and motor vehicle registrations will be processed by enclosing them in an envelope and leaving them in the drop-box located in the outer entrance of the Town Hall between 9am- Noon on Thursdays, **or** mailing your documents to:

Town Clerk *or Tax Collector*
7 Halfmoon Pond Rd.
Washington, NH 03280

Your documents will be mailed back to you. Please plan ahead, this will take some extra time!

FYI: The state has extended all temporary plates issued after March 1st from 20 to 45 days. So far there is no extension to the 10-day grace period for standard registration renewals.

For detailed information concerning the documents required to register your vehicle or any other business with the town clerk or tax collector, please go to the town Website and choose the Town Clerk or Tax Collector in the Boards and Committees tab. They can both be reached by phone or email, also noted on the website.

6) The Recycling/Transfer station will be opened at the usual hours, but the “mall” will be closed until further notice. For now, please hold your items that you think might be of use to others rather than leaving them at the “mall”. Please remain in your vehicles until you are able to pull up to the compactor to dispose of your trash. All recycling will continue as usual. The attendant shed is restricted to employees only.

7) The Department of Public Works will continue to be fully operational, however their building will be restricted to DPW personnel only. Please call Ed Thayer with any questions regarding the roads or the transfer station at 603-495-3641.

8) The Welfare Department is here to help! Please contact Monica Scanlan at 495-0262 if you are in need of welfare assistance. If you need assistance with groceries, please contact Sue Hofstetter at 495-0096 to schedule an appointment to pick up ordered items from the food pantry. The privacy of all welfare clients is guarded and respected so please let us know if you need help!

9) The Washington Library will be closed until further notice, they will be anxious to reopen as soon as this emergency is behind us.

Again, as the situation evolves we expect changes and revisions to these measures. Please visit the Washington Website <https://www.washingtonnh.org> for the latest updates on services and restrictions due to the pandemic.

Please stay safe and reach out to us if you need help!

Washington Board of Selectmen

3.0 BUILDING PERMITS:

"For Building Permits: Please download the permit from the town website and leave the completed permit and all required documents in the box (labeled "Building Permits") located in the entryway to the meeting house on Thursday mornings between 9:am and Noon, or mail to the Selectmen at: 7 Halfmoon Pond Road, Washington NH 03280. The Board will review your permit within 7 days and get back to you by phone with any questions or concerns."

3.1 Beverly Butler Tm # 15/132 requesting a building permit to construct a 20'X20' garage. Revane moved to deny the building permit due to setbacks. Schwartz second all voted in favor. Forward to Zoning Board of Adjustment for review.

3.2 Beverly Butler Tm # 15/132 requesting a building permit to construct a 12'X16' four-season porch. Revane moved to approve the building permit, Schwartz second all voted in favor. Permit # 20/09

3.3 Brian Cayer Tm # 14/241 requesting a building permit to construct a 12 X 14' shed with an 8 X 14' overhang. Revane moved to approve the building permit, Schwartz second all voted in favor. Permit # 20/10.

4.0 APPOINTMENTS DURING THE DAY AND PREVIOUSLY:

4.1 Conference call with Tom Marshall to update him with the steps the town has taken regarding the Covid-19 pandemic.

5.0 DEPARTMENT HEADS AND EMPLOYEE APPOINTMENTS:

5.1 Chief Atkins (conference call).

5.1.1 Discussed additional Per-Diem shifts

5.1.2 Updated the board with current protocols.

5.2 Cynthia Dressel (Emergency Management)

5.2.1 Re-capped current protocols and posting information on the new Facebook page. (Town of Washington, New Hampshire).

6.0 PUBLIC:

7.0 COMMUNICATIONS RECEIVED

7.1 NH Department of Environmental Services, RE: Approval for Construction of Individual Sewage Disposal System (ISDS) Tm # 11/39-3.

7.2 Two (2) Property Transfer Surveys Tm # 14/86 and 20/78.

7.3 State of New Hampshire, Board of Tax and Land Appeals. RE: Notice of Decision, Docket No. 29030-17PT.

7.4 State of New Hampshire Department of Revenue Administration, RE: monitoring Inspection Report on the activity of the town's cyclical inspections.

7.5 State of New Hampshire Department of Revenue Administration, RE: provided the town's median ratio for the land, buildings and manufactured housing for Tax Year 2019 to be 88.2%. The median should be used to modify the market value of properties under review for abatement to adjust them in accordance with the overall ratio of all properties in Washington.

7.6 NH Business Review Vol. 42 NO. 5, placed in the public reading file.

7.7 Attorney General Department of Justice, RE: request a response from the letter sent on January 13, 2020, (Town of Washington Cemetery Trustees).

8.0 OLD BUSINESS:

9.0 NEW BUSINESS:

9.1 Revane moved to approve the purchase of the roll-off container and for Schwartz to sign on behalf of the board. Moved.

10.0 EXPENDITURES:

10.1 The Selectmen authorized payroll checks in the amount of \$ 14,599.10 and vendor checks in the amount of \$9,128.29 for the week of March 28, 2020.

11.0 ADJOURNMENT

11.1 Schwartz moved to adjourn at 10:35 am and Revane second. Moved

Respectfully Submitted,

Deborah DeFosse