

Town of Washington  
Board of Selectmen

Meeting Minutes

April 23, 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 April 16, 2020, Revane second, all voted in favor.

IMPORTANT DATES:

April 23, 2020, The Town Offices are closed except for essential business due to COVID-19. Usual Selectmen office hours have been cut back to 9-10 am, evening 7 pm public meetings at the Town Hall are canceled until further notice.

April 27, 2020, Cemetery Trustee meeting, 7:00 pm Town Common.

April 29, 2020, Zoning Board Meeting, Camp Morgan Lodge 7:00 pm

**DID YOU KNOW!!**

**From the Board of Selectmen March 30, 2020**

**To visitors and non-resident homeowners who have come to Washington to escape exposure to COVID- 19, and residents returning from out of state.**

Due to confirmed cases of COVID-19 in the town of Washington, the Selectmen issued a Shelter in place advisory on March 23.

**When you arrive in Town, you and anyone with you is advised to self-quarantine for not less than 14 days.**

Please arrive with the supplies you need to get you through your period of quarantine. You should not leave your home for any reason **except to fulfill essential needs.**

Please adhere to social distancing guidelines and avoid social gatherings or recreational activities that could put you or others at risk, including gathering in groups of UTVs, Off-Road Bikes, and Cycling or for Hiking.

Our town officials are dedicated to a coordinated effort to keep our community and town employees as safe as possible by promoting measures to stay ahead of the pandemic.

**Please stay home and stay safe!**

**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](http://nhfirepermit.com) so please direct everyone to that site for their fire permits.

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

**All road restrictions have been lifted as of Friday, April 24, 2020**

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

**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 several 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, 7 pm 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 standby 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 9 am-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 the items that you think might be of use to others rather than leaving them at the “mall”. Please remain in your vehicles until you can pull up to the compactor to dispose of your trash. **Paper and cardboard are no longer being accepted at the recycling center**, all other 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 need 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 David Dumas Tm # 24/94 requesting a building permit to construct a 30' X 50' house with a 26' X 32' garage. Schwartz moved to approve the building Permit Revane second. Moved Permit # 20/16

3.2 Andrew White Tm # 14/378 requesting a building permit to construct a 10 X 12' shed. Schwartz moved to approve the building permit, Revane second. Moved Permit # 20/14

3.2 Edward Morin Tm # 14/292 requesting a building permit to construct an 8' X 26' addition to one's garage. Schwartz moved to approve the building permit, Revane second. Moved, Permit # 20/15

3.3 Dennis Fallon Tm # 23/03 requesting a building permit to construct a 14 X 24' shed. Revane moved to approve the building permit, Schwartz second. Moved Permit # 20/17

3.4 David Barkie Tm # 15/15 requesting a building permit to construct a 38 X 25' garage with a 25 X 32' ADU structure. Schwartz moved to approve the building permit Revane second. Moved, Permit # 20/18

3.5 Charles, Barbara Peabody, Tm # 24/93 requesting a building permit to construct a 12 X 40' carport on an existing garage. Revane moved to approve the building permit, Schwartz second. Moved Permit # 20/13.

### 4.0 APPOINTMENTS DURING THE DAY AND PREVIOUSLY:

4.1 Conference call, with a property owner regarding one's occupancy permit. The select board signed and approved the occupancy permit Tm. # 14/370.

4.2 Discussed the Food Pantry's procedures.

### 5.0 DEPARTMENT HEADS AND EMPLOYEE APPOINTMENTS:

5.1 Arline France (Trustee Trust Fund, chair)

5.1.1 Provided the Capital Reserve Funds and Common Funds balance for January, February, and March 2020.

5.2 Cynthia Dressel, (Emergency Management).

5.2.1 Discussed possible EOC Grants for the Fire Department.

5.3 Chief Atkins

5.3.1 Updated the select board with reinstating the department to paramedic status. Also, mentioned that current members achieved new certification levels for rescue.

5.3.2 Informed the select board there's a concern with the cistern and pump house, it is not holding the proper amount of water. The select board suggested to give it another month and report back to the board.

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 # 15/15 and 14/114.

7.2 Vegetation Control Service, Inc. Re: Working with New Hampshire Electric Co-Op (NHE Co-op) intends to selectively apply herbicides to undesirable vegetation growing within power line rights away corridors located in our community.

7.3 State of New Hampshire, Department of Natural and Cultural Resources. (Division of Forest and Land). Re: Provided the timber scale summary reflecting the cut at Pillsbury State Park in Washington.

7.4 Upper Valley Lake Sunapee Regional Planning Commission. (UVLSRPC). Re: New Hampshire FY 2023-2032 Ten-Year Transportation Improvement Plan

7.5 New Hampshire Department of Revenue Administration, Re: Inventory of Property Transfer (PA-34) form. Tm # 14/4.

7.6 West Central Behavioral Health, Thanking the Select Board and Residents for the voted appropriation of \$ 1,500.00.

7.7 The State of New Hampshire, List of Real Estate on which Exemption is Claimed. Re: Society for the Protection of NH Forests. Forward to assessors for recording.

7.8 NH Department of Environmental Services, RE: Shoreland Permit Application Tm # 25/103.

8.0 OLD BUSINESS:

9.0 NEW BUSINESS:

10.0 EXPENDITURES:

10.1 The Selectmen authorized payroll checks for \$ 12,238.87 and vendor checks for \$ 26,219.82 for the week of April 24, 2020.

11.0 ADJOURNMENT

11.1 Schwartz moved to adjourn at 11:42 am and Revane second. Moved

Respectfully Submitted,

Deborah DeFosse