

Town of Washington
Board of Selectmen

Meeting Minutes

June 18, 2020, Selectmen Meeting 9:00 am at the Town Hall

ASSEMBLY

MEMBERS: Tom Marshall, Jed Schwartz, Don Revane

1.0 Visitors:

2.0 Minutes: Schwartz moved to approve the meeting minutes of June 11, 2020, with an amendment with David Barkie building request that should have read 16 X 30, not 24 X 32. Revane second, all voted in favor.

IMPORTANT DATES:

June 25, 2020, The Town Offices are closed except for essential business with the Tax Collector and Town Clerk transactions, 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.

June 24, 2020, Zoning Board of Adjustment meeting, 7:00 pm at Camp Morgan Lodge.

July 7, 2020, Planning Board meeting. 6:30 pm at Camp Morgan Lodge.

DID YOU KNOW!!

Washington Drive,
Paving scheduled the week of June 15th Weather Permitting,
"PLEASE EXPECT DELAYS"

Shedd Free Library
Curbside pickup, start date: Tuesday, June 16th
New Hours of Operation: Tuesday 10-2 / Thursday 1-5 / Saturday 10-1
Please go to the Town's website at washingtonnh.org for additional information

Washington Town Beach Advisory (Camp Morgan and East Washington)
Due to Covid -19,

Use of the beach is limited to accessing the lake for swimming

**Please adhere to social distancing guidelines and do not sit or play on the beach.
Know that the Selectmen are as anxious as you to get beyond this crisis and back to normal**

Thursday, June 4, 2020, the Town Hall will reopen for Tax Collector and Town Clerk transactions, Thursday 1:00 pm to 7:00 pm, Friday 9:00 to 3:00 pm and the last Saturday of the month 9:00 to 12:00 pm.

- 1. Please wear a mask**
- 2. Inside the lobby please ring the buzzer to let us know you are here, there will be a limit of 5 customers at a time within the building.**

In conjunction with Park & Rec. and with careful consideration of the safety of our public, with much regret, the select board with Park & Rec. unanimously voted to cancel the Summer Program held at Camp Morgan. The docks and buoys will not be in place this season.

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 so please direct everyone to that site for their fire permits.

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 June 18, 2020

Re: COVID-19

The Selectmen are lifting the shelter in place advisory: However, when out in public around other people, we advise everyone to wear a face mask and adhere to the social distancing and other guidelines outlined by the state of NH <https://www.nh.gov/covid19/resources-guidance/> and CDC

<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/index.html>

To visitors and non-resident homeowners and residents returning from out of state:

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 property for any reason except to fulfill essential needs. Please adhere to social distancing guidelines, wear a mask and avoid social gatherings or recreational activities that could put you or others at risk, including gathering in groups of UTVs, Off-Road Bikes, Cycling or 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.

As of June 18, the business of our town government will go on, but some of this work will continue to be completed remotely.

Restricted Buildings: DPW Building, Fire, Rescue and Police Station, Camp Morgan Lodge.

The Town Hall is open for Tax Collector and Town Clerk transactions:

Thursday 1:00 pm to 7:00 pm, Friday 9:00 to 3:00 pm and the last Saturday of the month from 9:00 to 12:00 pm.

1. To enter the building you **must wear a mask**.
2. Inside the lobby please ring the buzzer to let us know you are here, there will be a **limit of 5 customers at a time within the building**.

Public Committee, Board, and Commission meetings:

Any essential town business can be conducted by phone or internet conference, the public will have access to all meetings via a public login and password, minutes will be recorded and posted as usual. If plans are made to adhere to social distancing guidelines and masks are worn by ALL attendees, the Secretary or Chair of the organization can request use of CML for a meeting.

Public Selectmen Meetings:

Beginning on June 25 the Selectmen will hold remote weekly public meetings every Thursday at 7 pm. The meetings will be noticed with details on how to attend the meeting via internet (zoom) or phone in. Please see town website for details. The Selectmen will be meeting Thursday mornings between 9 am and Noon at the Town Hall. If you wish to participate in the morning meeting, we will patch you in via telephone or computer as mentioned above in *Public meetings*. Please call us at 603-495-3661 if you want to join the meeting.

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.

For Building Permits: Please download the permit from the town website and mail the completed permit to the Selectmen, or 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. Please call 495-3661 if you have any questions or need to make other arrangements for dropping off your permit. The Board will review your permit within 7 days and get back to you by phone with any questions or concerns.

Shedd Free Library

Curbside pickup:

New Hours of Operation: Tuesday 10-2 / Thursday 1-5 / Saturday 10-1

Please go to the Town's website at washingtonnh.org for additional information.

Washington Town Beach Advisory (Camp Morgan and East Washington)

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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.

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.

Police The Washington police are maintaining their usual full schedule of operations. Non-emergencies call 495-3294

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. As of Wed. June 24 **Paper and cardboard will be accepted again at the recycling center**, all other recycling will continue as usual. The attendant shed is restricted to employees only.

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.

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 visit the food pantry. The privacy of all welfare clients is guarded and respected so please let us know if you need help!

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 Jason, Angela Bouley, Tm # 24/10 requesting a building permit to place a pre-structure Reeds Ferry Shed on one's property. Tabled

3.2 Daniel Gaity, Tm # 11/33 requesting a building permit to construct roof extensions, equaling 320 sq. ft. on an existing outbuilding. Schwartz moved to approve the building permit, Revane second all voted in favor. Permit # 20/39

3.3 Mark Pherson, Tm # 20/140 requesting a building permit to construct a 10 X 28' lean-to. Revane denied the building permit do to sideline setbacks. Schwartz second all voted in favor. DeFosse to send an application for appeal with the Zoning Board of Adjustments.

3.4 Donald Ouelette, Tm # 24/101 requesting a building permit to construct a 28 X 30 two-story garage. Tabled

3.5 Cecile Bushey Tm # 20/81 requesting a one-year extension on one's building permit. Tabled.

3.6 Paul Sticklor, Tm # 14/71 requesting a building permit to construct a shed roof enclosure off the main house. Marshall moved to approve the building permit, Revane second all voted in favor. Permit # 20/40.

4.0 APPOINTMENTS DURING THE DAY AND PREVIOUSLY:

4.1 Bruce Carpenter, provided an ongoing matter on Tm # 8/46, suggesting to forward to legal. Select board agreed to send over to town council. DeFosse to forward.

4.2 Dan Lavoie discussed one's intent letter to purchase property located on Tm # 25-/17/18 and 08. The select board explained that they moved forward with a buyer that has provided a deposit and working on completing a Purchase & Sales Agreement through the attorneys. The select board agreed if the sale did not go through they would reach-out and allow Dan to purchase.

5.0 DEPARTMENT HEADS AND EMPLOYEE APPOINTMENTS:

5.1 Ed Thayer

5.1.1 Provided a driveway permit for the paving apron on Highland Haven road entrance, asking the chair of the select board for signature for the State. Marshall moved for Schwartz to sign on behalf of the board. Revane second all voted in favor.

5.1.2 Discussed next year's paving project.

5.1.3 Discussed the re-opening of the Transfer Station Mall and recycling of cardboard. The select board along with Ed Thayer agreed to begin the cardboard recycling, and opening of the mall as of June 24, 2020.

5.1.4 Updated the select board that the Ayers Pond Bridge will be in place next week.

6.0 PUBLIC:

7.0 COMMUNICATIONS RECEIVED

7.1 Property owner sent a letter of intent to purchase 3 lots from the town.

7.2 Property Transfer Survey, Tm # 20/50.

7.3 Riverside Cottage, Re: Current Use Update and Kingsbury/Crane Lot title Deed showing land acreage.

7.4 CJT Carpentry, Re: quote on building the shell portion addition on backside of existing schoolhouse.

7.5 Sandy Eccard, (Tax Collector) provided a copy of a letter received from a property owner regarding property taxes. Tm # 7/46.

- Abatement Refund Notice Tm # 14/452-1

7.6 Bob Porter emailed offering to assist the Town of Washington with their Health Officer position.

7.7 Law office of Steve J. Bonnette, P.C., Re: Inventory of Property Transfer (PA-34)

7.8 Property Transfer Survey, Re: Tm # 15/92.

8.0 OLD BUSINESS:

8.1 Cecile Bushey requesting an extension on one's RV permit, tabled

9.0 NEW BUSINESS:

9.1 Schwartz moved to approve the expenditure of \$ 618.03 from the Welfare Capital reserve Fund. Marshall second all voted in favor.

9.2 Schwartz moved to approve the 120 day RV permit on Tm # 16/68, Revane second all voted in favor.

9.3 Schwartz moved to approve the updated Town's Investment Policy and Fund Balance Policy, Revane second all voted in favor.

9.4 Revane moved to employee Bob Proctor as the Town's Health Officer, Marshall second all voted in favor. DeFosse to reach-out to Mr. Proctor.

9.5 Marshall moved to approve Ciardelli as the Town's heating, gas, and off-road diesel vendor. Schwartz second all voted in favor. DeFosse to follow-up with vendor.

10.0 EXPENDITURES:

10.1 The Selectmen authorized payroll checks for \$ 7, 656.98 and vendor checks for \$ 22,819.54 for the week of June 19, 2020.

11.0 ADJOURNMENT

11.1 Schwartz moved to adjourn at 12:40 pm and Revane second. Moved

Respectfully Submitted,

Deborah DeFosse