

Town of Washington
Board of Selectmen

Meeting Minutes

September 3, 2020, Selectmen Meeting 9:00 am at the Town Hall; evening meeting at 7 pm.

ASSEMBLY

MEMBERS: Tom Marshall, Jed Schwartz, Don Revane

1.0 Visitors: Shawn Atkins

2.0 Minutes: Marshall moved to approve the meeting minutes of August 27, 2020, Revane second, all voted in favor.

IMPORTANT DATES:

September 10, 2020, Selectmen office hours Thursday's 9 am - 4:00 pm, evening meeting 7:00 pm, Town Hall

September 30, 2020, Zoning Board of Adjustment meeting 7:00 pm Camp Morgan Lodge

DID YOU KNOW!!

The Town of Washington Public Works Department is seeking a part-time Transfer Station Operator. Job application available at www.washingtonnh.org. or email ddefosee@washingtonnh.org

Please send completed town application to the Selectman's Office 7 Halfmoon Pond Rd. Washington, NH 03280 by 1:00 p.m., September 17, 2020.

**Residents and Property owners, to use Camp Morgan' beach you need a transfer sticker which can be obtained from the Transfer Station
Sundays 11 – 7, Wednesday 10 – 6, Saturday 9 to 5
(Please bring some form of proof of residency or property ownership, thank you).**

To All Voters interested in absentee voting, please go to the following web-site <https://www.voteinnh.org/absentee>, download, print and fill out the application form and send it to the Washington Town Clerk, 7 Halfmoon Pond Road, Washington, NH 03280. You can apply for ballots for both of the upcoming elections on the one application.

**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.**

The annual Firemen's chicken BBQ and Firemen's Breakfast will be canceled due to COVID -19.

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 reopened 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**

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.

COVID 19 - IMPORTANT NOTICE and Information 7/2 Update

From the Board of Selectmen July 2, 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 from outside of New England and non-resident homeowners and residents returning from extended travels outside of New England

When you arrive in Town, you are advised to **self-quarantine for 2 weeks**. Please adhere to social distancing guidelines. This will go a long way towards protecting our most vulnerable residents.

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**.

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.

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](tel: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 with Town Administrator. Please call [495-3661](tel: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 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 washingtongh.org for additional information.

Washington Town Beach Advisory (Camp Morgan and East Washington)

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 beaches.

Emergency Management Cynthia Dressel, the 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](tel:495-3133).

Police The Washington police are maintaining their usual full schedule of operations. Non-emergencies call [495-3294](tel:495-3294)

The Recycling/Transfer Station will be opened at the usual hours, 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](tel:603-495-3641).

The Welfare Department is here to help! Please contact Monica Scanlan at [495-0262](tel:495-0262) if you are in need of welfare assistance. If you need assistance with groceries, please contact Sue Hofstetter at [495-0096](tel: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:

3.1 Daniel Healey, Tm # 16/60 requesting a building permit for a previously built 285 sq. ft. circular tent. Upon inspection of site, owner decided not to erect the tent at this time.

4.0 APPOINTMENTS DURING THE DAY AND PREVIOUSLY:

4.1 Met with Kristen Powell, representative of LCHIP (Land & Community Heritage Investment Program). She toured the renovations to Town Hall. The Selectmen thank Jean Kluk for coordinating the site visit.

4.2 Conference call with Assessor, Dave Marazoff, regarding assessment of utilities. The Selectmen agreed with the recommendation that Mr. Marazoff conduct this assessment for the town.

5.0 DEPARTMENT HEADS AND EMPLOYEE APPOINTMENTS:

5.1 EOC Manager (Emergency Operations Center) spoke with the selectmen regarding grant applications procedures.

5.2 Fire Chief Shawn Atkins met with Selectmen to discuss opportunity to purchase equipment at discounted prices, review repairs that are required at this time, and discuss planning for long-term future requirements.

**Nonpublic Session Minutes
Select Board, Town of Washington, NH**

Members Present: Thomas Marshall, Chair
Jed Schwartz, Selectman
Don Revane, Selectman

Motion to enter Nonpublic Session made by Schwartz second by Marshall

Specific Statutory Reason cited as the foundation for the nonpublic session:

 X RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine, or other levy if based on inability to pay or poverty of the applicant.*

Roll Call vote to enter nonpublic session:	Marshall	Y
	Schwartz	Y
	Revane	Y

Entered nonpublic session at 7:52 PM

Note: Under RSA 91-A:3, III. *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.*

Motion made to seal these minutes? If so, motion made by Schwartz, seconded by Marshall, because it is determined that divulgence of this information likely would...

X Affect adversely the reputation of any person other than a member of this board

Roll Call Vote to seal minutes:	Marshall	Y
	Schwartz	Y
	Revane	Y

Motion: PASSED

Motion to leave nonpublic session and return to public session by Schwartz, seconded by Marshall.

Motion: PASSED

Public session reconvened at 8:25 p.m.

6.0 PUBLIC:

7.0 COMMUNICATIONS RECEIVED

7.1 George Sansoucy, PE, LLC, Regarding a proposal to provide valuation, engineering, and general consulting services to the Town of Washington to value for *ad valorem* taxation purposes. Tabled. See entry 4.2 above.

7.2 David Marazoff (town assessor) provided the MS-1 for signatures from the select board.

7.3 Property Transfer Survey Tm # 14-343.

7.4 The State of New Hampshire, 5th Circuit –Probate Division. Re: Notice of ownership of real estate change by inheritance Tm # 17/23.

7.5 New Hampshire Department of Revenue Administration, Re: (Pa-34) Inventory of Property Transfer Tm # 25/66.

7.6 E-mail communication with Schwartz and Linda Musmanno regarding repair of generator for the school and Camp Morgan.

7.7 E-mail communication with Schwartz and John Rigby, Re: spillway repair cost.

7.8 Planning Board request a vote from the select board to appoint Andrew Hatch as their UVLSRPC commissioner representing the Town of Washington.

7.9 Correspondence from resident regarding paving on Washington Drive. Ed Thayer responded and a letter was sent from the Select board to the resident.

7.10 Correspondence was received regarding the need for a town permit and approval for rental property. Tabled pending input from HHVD.

7.11 LCHIP stewardship agreement information. See 4.1 above.

7.12 Correspondence from GENETIWORX regarding COVID testing.

8.0 OLD BUSINESS:

9.0 NEW BUSINESS:

9.1 Marshall moved to approve the expenditure of \$ 26,000.00 for the purchase of a used 1-ton truck with plow and a utility body for DPW, with the proceeds of the sale of the 1997 International dump truck to off-set in the amount of \$15, 517.00 along with the unanticipated fund received in Municipal Aid. Revane second all voted in favor.

10.0 EXPENDITURES:

10.1 The Selectmen authorized payroll checks for \$ 7,631.38 and vendor checks for \$ 43,503.33 for the week of September 5, 2020.

11.0 ADJOURNMENT

11.1 Revane moved to adjourn at 8:30 pm and Marshall second. All voted in favor.

Respectfully Submitted,

Deborah DeFosse