

Town of Washington
Board of Selectmen

Meeting Minutes

October 8, 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: Yvonne Bachand

2.0 Minutes: Schwartz moved to approve the meeting minutes of October 1, 2020, Revane second all voted in favor.

IMPORTANT DATES:

October 13, 2020, Trustee of Trust Funds Meeting, Tuesday, October 13, 2020 10:00 am Town Hall.

October 15, 2020, Selectmen office hours Thursday's 9 am - 4:00 pm, evening meeting 7:00 pm, Town Hall

October 31, 2010 The selectmen have approved the Trunk or Treat Plan in conformity with all COVID considerations. Trunk or Treat will be on October 31, 2020 from 1 pm until 4 pm at Town Hall.

DID YOU KNOW!!

Notice from the Town Fire Warden

No outside burning until significant rainfall.

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.

**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 washingtonnh.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 Marc Longval Tm # 12-181-2 requesting a building permit to construct a 28 X 40' manufactured home. Marshall moved to approve the requested building permit, Revane second all voted in favor Permit # 20/79.

3.2 Marc Longval, Tm. # 12-181-3 requesting a building permit to construct a 28 X 48' manufactured home. Schwartz moved to approve the building permit Revane second all voted in favor. Permit # 20/82.

3.3 Susan Caughey, Karlberg, Tm # 11/37 requesting a building permit to construct a 12 X 16 storage shed. Schwartz moved to approve the building permit Revane second all voted in favor. Permit # 20/81

3.4 Philip, Brenda Calciano Tm # 25/99 requesting a building permit to construct a 5 X 8 grill gazebo. Schwartz moved to approve the requested building permit, Revane second all voted in favor. Permit # 20/80

4.0 APPOINTMENTS DURING THE DAY AND PREVIOUSLY:

4.1 Michael Ann Ball, Kimball Ball, Anita Blakeman, Kristine Chidester, Dave Marazoff, and Rick Evans: Discussed taxes on two timber tax operations.

4.2 Claudette Istel; discussed upcoming state representative election.

4.3 Peggy Carney, Elaine Kay, (Library Trustees). The Selectmen support the opening of the library following the COVID guidelines. Please see 7.6

4.4 Met with applicant to discuss Town Clerk position.

5.0 DEPARTMENT HEADS AND EMPLOYEE APPOINTMENTS:

5.1 Ed Thayer discussed potential hazards on class 6 roads. The selectmen reviewed RSA 231:93 and determined to place additional signage at the class 6 road for safety warning.

5.2 Updated the Select board on the Millen Pond Dam project.

5.3 The Selectmen expressed their appreciation to Ed and his crew for the site work at the Town Hall, School House and Church.

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

Members Present: Thomas Marshall, Selectman
Jed Schwartz, Chair
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 9:15 a.m.

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 9:40 a.m.

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

Members Present: Thomas Marshall, Selectmen
Jed Schwartz, Chair
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:

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

Entered nonpublic session at 10:13 a.m.

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 10:40 a.m.

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

Members Present: Thomas Marshall, Selectman
Jed Schwartz, Chair
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 2:00 p.m.

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 2:17 p.m.

All Minutes from the three private sessions have been sealed.

6.0 Public

7.0 COMMUNICATIONS RECEIVED

7.1 Property Transfer Survey, Tm # 14/131.

7.2 NH Department of Environmental Services, re: 90-Day Construction Approval Extension Notice.
Tm # 15/103.

7.3 NH Department of Environmental Services, Re: Approval for Construction of Individual Sewage Disposal System (ISDS). Tm # 15/103.

7.4 DES approval for Construction of Individual Sewage Disposal System for TM 14/90.

7.5 New Hampshire Department of Revenue Administration, (PA-34) Inventory of Property Transfer.

7.6 Email to the board regarding the re-opening of the Shedd Free Library.

7.7 Resignation letter received from town employee.

7.8 Application received to fill the new opening.

7.9 Email received verifying the start date for painting the school house building.

7.10 Planning Board would like to use upper hall of Town Hall in November.

7.11 Request for information about positions open with the Town of Washington.

8.0 OLD BUSINESS:

9.0 NEW BUSINESS:

9.1 The selectmen, after reviewing resume, have appointed Meghan Robicheau as the Interim Town Clerk.

9.2 The selectmen have appointed Jane Barkie as the Assistant Town Clerk. The Selectmen wish Jane all of the best and thank her for her service.

10.0 EXPENDITURES:

10.1 The Selectmen authorized payroll checks for \$ 8,288.92 and vendor checks for \$ 4,533.83 for the week of October 9, 2020.

11.0 ADJOURNMENT

11.1 Revane moved to adjourn at 7:41 pm and Marshall second. All voted in favor.

Respectfully Submitted,

Deborah DeFosse/Kristine Chidester