

Selectmen's minutes of meeting April 1, 2020

Members present: Mark Newman, Brian O'Rourke,
By remote access: George Riley, Joanne Grybosh, Dolores Harasyko

Public access is available by call in.

Called to order at 9:00 a.m.

Reviewed and signed minutes of meetings
Reviewed and signed purchase orders

Discussed the final warrant for Fiscal Year 2021. We will table until next week. Final budget number is still off.

Tax Collector Teresa Spohnholz participating remotely reviewed the online tax payment option. With the current state of affairs with COVID 19 there is emergency legislation that would allow her to extend the due date of property taxes. If she uses the online payment option she cannot override the program to allow the extension. The program is set to start charging interest after June 1. If we stick with the payments being made through the mail they could extend the due date. At this time Teresa is recommending we not use the online option at this time and keep the due dates as is. Payments can be made through the mail or dropped off in the drop box at the Town Hall Annex. She would like to re address this in 30 days.

Brian agrees with Teresa.

George asked about the law regarding extending the due date. Teresa clarified that under normal conditions she cannot extend the due date but since the Commonwealth has enacted emergency legislation allowing it she could if need be.

Joanne would like to keep the icon on the webpage. Teresa responded that it would only confuse the taxpayers.

Motion by Mark, second by George, passed unanimously to leave the property tax bills and due dates as is, paid by mail or dropbox and re address in 30 days if necessary.

Reviewed a Dog Violation letter. Motion by Mark, second by Brian, passed unanimously to with the notice.

Joanne discussed the Small Bridge Grant. She will sign it electronically and send it in online.

The culvert grant requires the Town Manager signature and is due by April 15, 2020.

Discussed Guidelines for Visitors regarding the COVID-19. Joanne responded that she has been working with Roger Kohler, George Riley and the Board of Health to create a guideline. Joanne will modify it and upload it to the website. Georges modification would include a disclaimer that we have limited ambulance, supplies and personnel, we may not be able to transport people to the hospital.

Brian is in favor of protecting the town but is concerned that second homeowners and short term rental people may not see the disclaimer online on our website. George responded that notifications will be posted around town. This is being done by most surrounding towns and we are following State Government guidelines. Joanne will make revisions and post.

Town Manager updates:

Joanne continues to work with Kathy Jacobs and Brian O'Rourke on the final numbers for the FY2021 budget. They are off by \$600. Dolores requested a clean copy of the budget so that she can finalize the warrant for next weeks meeting.

Joanne continues daily to provide updates on the COVID 19 emergency.

Discussed the cemetery burial process. Joanne has spoken with Rich Atwood, contractor, and he has provided a copy of his insurance certificate. He is not in favor of closing the cemetery for the winter. He has the equipment to warm the ground allowing burials year round. The DPW will open the driveway during the winter when necessary. Discussed the condition of the cemetery records. Mr. Atwood would like to take over the maintaining of the records. The additional cost for maintaining the records would not cost the town but would be passed on in his rates for the burials. Dolores suggested a meeting be held at a later date with former cemetery superintendent's and the cemetery committee and Mr. Atwood. George agreed. Discussed the cemetery software, Mark would like to have the Cemetery Committee call into next weeks meeting for an update. Mark said that at this time move forward immediately with pending burials.

Future agenda items:

Bid opening on April 15 for the used backhoe

Yanner Park logging extension request

Mail reviewed

Warrant reviewed and signed

Topics not reasonably anticipated by the Chair:

Mark asked if we have done anything to get a transfer station attendant to take Tony's place.

George would like to advertise for the attendant and for the 3 secretarial positions now. Brian responded that we could hold off on the secretarial positions since those boards are not meeting at this time. He is concerned that under the State of Emergency we would not be able to hold interviews. We will ask the boards to have one of their board members do agendas and minutes of meetings. We will advertise for the transfer station attendant.

Meeting adjourned 9:52 a.m.

Mark Newman

Brian O'Rourke

George Riley

