



OFFICE OF SELECTMEN

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SELECTMEN'S MEETING MINUTES

December 21, 2022

Chairman Paight called the meeting to order at 10:00 am. Selectman Pitt and Selectman Nelson were present. Also in attendance were Ellen Smith, Town Administrator, Tom Weller, Charles Michal, Roland Veaudry, and Dustin Franco.

Tom Weller and Charles Michal were in to discuss the bidding documents for the library addition and renovation project. The following schedule was proposed:

- **January 11, 2023** – Bid documents are released and noticed
- **February 8, 2023** – Bid opening will occur at 2:00 pm at a Board of Selectmen's meeting
- **February 13, 2023** – Weller and Michal will provide their spreadsheet, analyzing the bids received
- **February 13 – February 17, 2023** – A Building Advisory Committee meeting will be scheduled to discuss the bids.
- **March 1, 2023** – Latest date the Notice of Award will be issued.
- **March 15, 2023** – Complete, fully executed contract will be returned to the Board of Selectmen

The bid documents will be adjusted to ask bidders for the approximate date construction will start.

Lucius Parshall joined the meeting at 10:30 am.

Once the 3 apparent low bidders are chosen, the remaining bidders will have their bonds returned. There was a revision to the indemnification clause as well.

Weller and Michal will revise the bid documents and forward them to the Board of Selectmen. Weller and Michal left the meeting at 11:15 am.

Lucius shared with the board that there will be a gathering at the Community House on January 21, 2023. There will be a community supper and a chance to discuss "Civics 101" with town officials.

Lucius left the meeting at 11:25 am.

Selectman Pitt moved and Selectman Nelson seconded a motion to accept, as unanticipated revenues in accordance with NH RSA 31:95 (b), \$4,531.28 from the State of NH representing 7.5% of employer contributions for Group II police members of the NH Retirement System. The vote to accept was unanimous.

Roland and Dustin left the meeting and Chief Byam joined at 11:30 am.

Motion to enter Nonpublic Session made by Selectman Nelson, seconded by Selectman Pitt, under RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted. Roll Call vote to enter nonpublic session Chairman Paight - Yes, Selectman Pitt – Yes, and Selectman Nelson – Yes, motion passed. Entered nonpublic session at 11:30 am.

The public session reconvened at 1:20 pm. Motion made to seal these minutes made by Selectman Nelson, seconded by Selectman Pitt because it would render a proposed action ineffective. Roll Call Vote to seal minutes Chairman Paight - Yes, Selectman Pitt – Yes, and Selectman Nelson - Yes, motion passed.

Selectman Pitt moved and Selectman Nelson seconded a motion to approve the December 22, 2022, Payroll Check Register in the amount of \$680.10 Direct Deposit Register in the amount of \$11,125.09, and Accounts Payable Check Register in the amount of \$17,973.01. The vote to approve was unanimous.

The Board reviewed an email from the Marlborough School Board Chairman about the 2023/2024 budget. The draft budget schedule for the town was distributed for review as was a handout about a survey being conducted for the Complete Streets Program.

Selectman Pitt moved and Selectman Nelson seconded a motion to approve the meeting minutes of December 14, 2022, vote to approve was unanimous.

Selectman Nelson moved and Selectmen Pitt seconded a motion to adjourn at 2:20 pm, vote to adjourn was unanimous.

Respectfully submitted,
Ellen Smith, Town Administrator