



OFFICE OF SELECTMEN
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SELECTMEN'S MEETING MINUTES

August 26, 2020

Ms. Pitt stated, as Chairman of the Marlborough Board of Selectmen, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 Pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during the meeting, which is required under the Right-to-Know law.

Roll call attendance:

Chairman Pitt	Yes – Present in the Town Office	
Selectman Paight	Yes – Present on conference call	No one else in the room
Selectman Nelson	Not present	

The Meeting was called to order at 10:00 am. Present were Ellen Smith, Town Administrator and Michael Wilber, Health Officer.

Mr. Wilber is recommending the implementation of a mask ordinance; he provided a copy of the Keene Ordinance to use as a guide. The Board will be forwarded an electronic copy for their consideration. There was discussion about the concerns surrounding enforcement. Members will also consider starting with a mask policy for Town Employees. Mr. Wilber left at 10:40 and Justin Frazier Water Operator joined.

Mr. Frazier confirmed that the well #4 pump had successfully been replaced.

Craig Cashman, DPW Director joined the meeting at 10:50 am. There was a brief discussion about the Wastewater/Stormwater Asset Management draft report that was to be presented at 11:00 am.

Deborah Loiselle, Stormwater Coordinator, NHDES, Sharon Nall, Supervisor, Planning, Protection and Assistance Section, NHDES, Daniel Lewis, NHDES and Margaret Blank of Underwood Engineers all joined the meeting via Zoom at 11:00 am.

Ms. Blank went through her Power Point presentation of the Asset Management Plan. At 11:20 am, Selectman Nelson joined the meeting in the Town Office.

At the conclusion of the Power Point presentation there was a question and answer session.

It was anticipated that there would be enough funding to cover the cost of training employees on using the mapping software but that is no longer the case. There are several different organizations that may be able to help. There will be one more follow-up conversation with TA Smith, DPW Director Cashman and Mr. Frazier on Monday at 1:00 pm.

With the presentation finished, Ms. Blank, Mr. Frazier, Mr. Cashman and those from NHDES left the meeting at 12:50 pm.

Selectman Paight moved and Selectman Nelson seconded a motion to approve the August 27, 2020 Accounts Payable Register in the amount of \$243,249.51, Payroll Check Register in the amount of \$2,828.35 and the Direct Deposit Register in the amount of \$10,361.83, vote to approve was unanimous.

Chairman Pitt gave an update on the group that has been working on the Broadband Request for Proposal which is ready for issuance. Selectman Nelson moved and Selectman Paight seconded a motion to approve and issue the Request for Proposal for improvements to broadband services in Marlborough, vote to approve was unanimous.

Chairman Pitt reviewed the CARES Act Election Assistance Commission - Grant Agreement. This program will allow Marlborough to seek reimbursement for each absentee ballot mailed and/or processed for both the Primary Election in September and General Election in November in excess of the total number of ballots processed during the Primary and General Elections in 2016 using a Statewide Standard Cost Rate in the amount up to \$4,845.77. Selectman Paight moved and Selectman Nelson seconded a motion to accept and expend CARES Act Election Assistance up to the amount of \$4,845.77 in accordance with NH RSA 21-P:43 and further to assign designated signing authority to Ellen Smith, Town Administrator, vote to approve was unanimous.

The request by the Recreation Department to use the pavilion on Saturday, August 29, 2020 between 2pm – 6 pm has been granted.

The meeting between the Board of Selectmen, Library Trustees, Friends of the Frost Free Library and members of the 150 Committee will be held on Zoom on Thursday September 10, 2020 at 5:00 pm hosted by Town Council Gary Kinyon with Thomas Donovan of the Attorney General's Office. The purpose of the meeting is to coordinate the next steps in the building of the library addition since the fundraising is nearing completion.

The following items were reviewed and signed by the Board:

Hope Cemetery Deed
Googins to Choon Transfer Deed
Sign Permit – Map 16-024

Chairman Pitt moved and Selectman Nelson seconded a motion to adjourn the meeting at 2:45 pm, vote to adjourn was unanimous.

Respectfully submitted,

Ellen Smith
Town Administrator