



## OFFICE OF SELECTMEN

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### SELECTMEN'S MEETING MINUTES

January 14, 2021

Chairman 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 on Zoom	No one else in the room
Selectman Paight	Yes – Present on Zoom	No one else in the room
Selectman Nelson	Yes – Present on Zoom	No one else in the room

The meeting was called to order at 5:00 pm. Also present in the Zoom meeting were Ellen Smith, Town Administrator, Budget Advisory Committee Members Jeff Miller, Glenn Parker and Beverly Harris and Kristin Readell, Library Director.

#### **2021 Budget Session #2:**

**Library:** Director Readell began with the wage line item. She noted that the Library Trustees are recommending a 3% increase for 2021. TA Smith asked about budgeting for staff hours and how the budget should contain what is needed for the year. With one staff member cutting hours back significantly due to COVID-19 and anticipating the virus will continue to limit the hours worked, the wage line item was reduced to more accurately reflect the need. During 2020 the Trustees increased the weekly hours of another position to fill the hours left vacant by a resignation. When asked what this increased hourly position does, it was noted that one task was to increase social media presence to attract a younger demographic. It was recommended that the Trustees review the social media presence and determine what is appropriate.

Staff Development was decreased significantly to bring it into line with the detailed list of workshops and seminars listed by the Director in the detailed notes.

The internet line item request was significantly increased to provide for an increase in service. Chairman Pitt explained the Broadband project which allows for all municipal facilities to be wired. Can the increase in internet service be put on hold until the Broadband project is complete? There was also a discussion about providing internet service in the parking lot and if this is an appropriate public service.

Library Trustee Chairman Teresa Horne joined the meeting well into the Library's presentation.

Postage included an item for the Marlborough Bulletin. The Selectmen are concerned that this goes against the Town Meeting vote of a couple of years ago in which voters agreed to fund \$1,000 to help the publication get off the ground the first year. After that no taxpayer money would be expended for this purpose.

Facility maintenance was discussed as was the reclassification of some technology items.

Director Readell and Chairman Horne left the meeting at 6:45 pm.

**RTC:** David Aiken joined the meeting and discussed his budget proposal. Electricity and fuel budget line items were increased back up to 2020 budget levels even though the lines were underspent in 2020. The underspending was due to COVID-19 and low fuel costs that are expected to increase dramatically.

Roll-off hauling was discussed in detail. In 2020, the Town signed a three year contract with Monadnock Disposal Service which sees a step up in costs over those three years. This is the first cost increase in many, many years. The budget line item was increased even further to be sure there is adequate funding.

2020 expenditures in this budget were a bit out of whack due to COVID-19 and shutting down of recycling for a period of time which increased the materials being disposed of in the compactor.

The group agreed to continue with the annual Household Hazardous Waste program through the City of Keene.

A new contract is needed with Kevin McKibben for the monitoring of the capped landfill. A draft contract will be forthcoming.

With no further discussion, Mr. Aiken left the meeting at 7:20 pm.

There was a brief discussion about establishing a committee to look at the RTC site and work to develop a better setup and flow.

**Conservation Commission, Planning & Zoning and Emergency Management** : no questions or discussion.

Members of the Budget Advisory Committee left the meeting at 7:30 pm.

Selectman Paight moved and Selectman Nelson seconded a motion to approve the January 14, 2021 Accounts Payable Register in the amount of \$65,546.83, the Payroll Check Register in the amount of \$275.44 and the Direct Deposit Register in the amount of \$7,676.66, roll call vote Chairman Pitt – yes, Selectman Paight – yes and Selectman Nelson – yes, motion passed.

The Board discussed a request to hold a wedding at Meetinghouse Pond.

Selectman Nelson moved and Selectman Paight seconded a motion to adjourn the meeting at 7:50 pm, roll call vote Chairman Pitt – yes, Selectman Paight – yes and Selectman Nelson – yes.

Respectfully submitted

Ellen Smith, Town Administrator