



OFFICE OF SELECTMEN

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SELECTMEN'S MEETING MINUTES

January 29, 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 10:30 am. Also present in the Zoom meeting were Ellen Smith, Town Administrator, Budget Advisory Committee Members Jeff Miller, Glenn Parker and Beverly Harris as well as Chief Zachary Byam and Ellen Orkins, Town Clerk/Tax Collector.

2021 Budget Session #4:

Town Clerk/Tax Collector and Elections/Registrations:

Chairman Pitt began by asking if anyone had questions on these budgets. Mrs. Orkins asked to make two adjustments to decrease seminars & workshops and mileage. Due to COVID-19 the annual conferences are not going to be held in 2021.

With no other comments, Mrs. Orkins left the meeting at 10:38 am.

Police Department: Chief Byam began with the full time wages line item. With the two officer positions currently vacant, the budget reflects the partial year estimates for two certified officers with several years of experience as advertised. Part time payroll includes a slot for one 8 hour shift per week. NH Retirement Group II – police officers

will see an increase in the employer rates from 28.43% to 33.88% beginning July 1, 2021.

Computers and Printing is increased for one time fees associated with setting up the Chief's laptop in the cruiser as well as an additional license for IMC.

Vehicle Repairs saw a decrease as it is anticipated that one cruiser will be replaced in 2021.

Uniforms & Insignias as well as Recruiting will see an increase due to the expenses associated with background checking and uniforming of new officers.

With no other comments or question, Chief Byam left at 11:15 am.

TA Smith went over the remaining budget proposals.

Executive: The Board filled the Executive Assistant position that had been vacant for a couple of years, with an experienced employee coming from a neighboring municipality. He will work 20 hours per week.

The other noteworthy item is the elimination of a temporary line item "State Aid" which had a budget of \$34,054. This was unrestricted funding from the State of New Hampshire that had to be spent in 2020.

Assessing: The Board of Selectmen has added the cost of a Utility Appraiser to this budget. There was a law change in 2020 that sets a standard formula for such valuations. It is expected that the additional assessed value resulting from this work will majorly outweigh the cost.

Street Lights: The 2020 budget for this line was a bit aggressive and had been increased slightly in 2021 to align with actual expenditures. The actual expenditures in 2020 were artificially low due to some credits received for past billing mistakes.

General Government Buildings: The major changes to this budget include a step up in cost for year two of three of the cleaning contract, an increase in municipal postage for both the increase in rates as well as increased costs in 2021 due to the purging of the voter checklist. The major increase in this budget is to the computer expenses line. There are two servers that will need to be replaced over the next two years, the police department and the library. The estimated cost to replace one server has been added to this budget.

Debt: Debt is made up of three items, a Conservation Bond that will be paid off in 2021, a second Conservation Bond that will be paid off in 2025 and 30% of the USDA Rural Development Loan for wells 3 & 4.

Lease: The 2020 Town Meeting approved the 5 year lease of a new highway truck; the annual payment has become part of the budget.

Forest Fire, Health Officer, Inspectors and Animal Control: No comments or questions.

With no more budget items to discuss, Beverly Harris and Glenn Parker left the meeting at 12:00 pm.

School Board Chairman Jeff Miller stayed to discuss the upcoming annual meetings. He explained that the major challenge for the school is the reduction in State Aid. He asked if the Town would consider elaborating a bit this year on the annual mailing to include some language to try and get a more representative group together to vote at the School District Meeting which will be held at the Marlborough School on Saturday, March 6, 2021 at 10:30 am. In addition to the gym, there will be overflow rooms available to provide appropriate recommended distancing. Chairman Miller offered to provide a draft of the language for the mailer and the town could add their information to it. Chairman Miller left the meeting at 12:44 pm.

The Board then briefly discussed the architect's contract. Both Chairman Pitt and Selectman Paight reviewed all of the modifications and one issue remains. Selectman Paight relayed the final point to Tom Weller and is awaiting a response. The Board is pleased that compromise was achieved on all the items the Board and PRIMEX had questioned.

Chairman Pitt moved and Selectman Paight seconded a motion to accept the current form of the Broadband contract with Consolidated Communications for submission to the Town Meeting for approval, roll call vote Chairman Pitt – yes, Selectman Paight – yes and Selectman Nelson – yes, motion passed.

Selectman Paight moved and Selectman Nelson seconded a motion to approve the January 28, 2021 Accounts Payable Register in the amount of \$232,630.03, the Payroll Check Register in the amount of \$275.44 and the Direct Deposit Register in the amount of \$9,056.26, roll call vote Chairman Pitt – yes, Selectman Paight – yes and Selectman Nelson – yes, motion passed.

Selectman Nelson moved and Selectman Paight seconded a motion to adjourn the meeting at 1:55 pm, roll call vote Chairman Pitt – yes, Selectman Paight – yes and Selectman Nelson – yes.

Respectfully submitted

Ellen Smith, Town Administrator