

~~Unapproved~~ **APPROVED**
Candia's Virtual Selectmen's Public Meeting Minutes
June 29th, 2020

Attendance: Chair Susan Young, Selectman Russ Dann, Selectman Boyd Chivers, Selectman Brien Brock, Selectman Patrick Moran and Administrative Assistant Linda Chandonnet

7:08 pm. Chair Young called the Public Meeting to order and apologized for the delay.

Pledge of Allegiance

Roll call was conducted

Approval of Minutes: Public Meeting Minutes June 8th, 2020.

Chair Young stated due technical difficulties using GoToMeeting during the meeting, it will need to indicate more clearly in the minutes where the meeting had stopped or re-started as the motions had to all be repeated. Selectman Brock moved to make a motion and accept the June 8th, 2020 Selectmen's Meeting Minutes as presented. Seconded by Selectman Chivers. All were in favor. Motion carried by a vote of 4-0-0. Russ came in late.

Old Business

New Assessing Company: Chair Young stated the new assessing company of Whitney Consulting Group, LLC the company who is replacing Tammy Jameson will begin the week after July 4th. NH DRA (New Hampshire Department of Revenue Administration) has approved the contract with the Town of Candia and the forms are in the office ready to be signed.

New Business

Guidelines of Re-opening Moore Park, Town Offices and Facilities:

Chair Young stated that when COVID -19 first began in March, the Town Office has requested the public to do as much as possible through mail and the internet. Given these options there were many residents who were still coming into the Town Office and we had long lines of people waiting, so Chair Young made the decision to close the Town Office doors. Since the doors have been locked it has been operating very efficiently. Recently the Governor has been uplifting some of the rules and is changing it so that people can now meet in larger groups than ten. Chair Young was originally planning to re-open the Town Office after the July 4th weekend using the social distancing and whatever is required. However, since then she had received a few comments from residents and committee members were not in agreement to opening after July 4th. That is when she suggested to opening the Town Offices on Monday, June 29th and agreed to meet with the employees. Chair Young stated that she is trying to find a balance between the Employees and the Residents. She would like to know what the Board wants to do about unlocking the town office door and their comments also as it will need to be re-opened at some point.

Emergency Management Director Bob Panit, announced that he has brought in all the PPE (Personal Protection Equipment) supplies that are now available for the Town Office to use and

encourages everyone who enters the building to wear masks and to use social distancing. He does not recommend employees wearing a mask for 8 hours a day, only when people are working together under the six feet distancing. He also suggests wiping down surfaces, limiting amount of people into building and marking distance areas. He would like to see a slow opening process in phases. He personally has no opinion if the Town Office should open or not. His role is to prepare the Town for what ever they choose to do.

The Town Employees stated that they do not feel comfortable with re-opening the Town Office right now. All official business is being conducted and it is working well. If any one of the employees gets Covid-19 then the whole office would need to shut down and then there would be no services available for the public. There are concerns that if employees will have to clean areas after every person who comes in, that it will affect their productivity and some departments have no backup for them. It also becomes riskier for that employee if they should get sick and they would need to be out without anyone to replace them.

Health Officer Murray stated the Governor has just announced there has been an extended State of Emergency in New Hampshire for an additional 21 days and therefore he would like to extend it for that amount of time also for the Town Offices. This way everyone can see how the Governor handles things at that point, and they would also provide more information if the Covid-19 numbers are continuing to go up.

Chair Young stated it will be up to the Selectmen to come up with a set of rules and guidelines to keep the employees safe. The number one concern is for everyone to wear masks and strongly encourages it.

Welfare Officer DelRosso stated that she is not comfortable with meeting customers in her office after 3:00 pm when there are no other employees in the building and with having to use the 6 feet social distance ruling. Chair Young stated they can discuss at another time to accommodate her requests.

Selectman Moran stated he feels it is beyond a protection thing as it is also a productivity issue. Production would go down if they opened the Office doors, and it sounds like two department employees cannot afford that right now and that is a problem. Selectman Chivers stated he would like to see the Town Office stay the way it is for three more weeks and thinks the Residents would not want the Employees to risk their health by re-opening yet.

Chair Young stated the residents in town are our customers and that is the reason why we are all here. We could cut back on the town office employee's hours as that is a possibility or to look at furloughing and other ways to be more efficient. Deputy Town Clerk Hetzel replied that everyone is still doing their same job duties and nothing has changed for the workload. The only thing that has changed is the way we do our business and we do not have less customers. Discussion ensued.

In conclusion it was determined that the Town Office will not re-open until they revisit the Governor's Emergency Order Extension for the three-week plan and to see what his next decision will be. As the three-week period gets closer the Town will put together guidelines and to be prepared to re-open so if the Governor releases the extension order in three weeks.

The following recommendations were made until further notice: To wear facial masks when less than 6 feet apart, wash hands, wipe down areas that are used. Put up signs in the bathrooms to wipe down areas.

Moore Park:

The Board stated the fields will be opened, but Residents will still need to make a reservation to use it. The playgrounds will continue to stay closed. Chair young asked anyone who uses the areas to please bring your garbage with you when you leave.

Recycle Center:

Chair Young stated they have received phone calls from residents praising the Recycle Center for staying open during the Governor's Emergency Orders.

Other Business:

Tree Donation:

Selectman Moran stated Erin Gregoire was not looking for a donation but to have permission to plant a tree in the park in memory of Eli Hank who had passed away tragically last July 1st, 2019. Rob Jones from the CYAA will be helping out with that.

New Employee:

Chair Young communicated to the Board that she is looking to hire a part-time employee to help in the town office. This position would possibly assist HR, payroll, assessing and additional help as needed. This way if someone such as Donna Becker, Linda Chandonnet or Lisa Galica needs to be out for a reason there would be someone who can do the work. It would be preferred to have a part-time employee with weekly scheduled hours. All the Board Members agreed this is something that can pursued.

Chair Young asked the Board if they could hire someone to strictly run Zoom. She would like someone who could come to do all the remote the public meetings and control Zoom on the TV and Owl. The Board all agreed.

Board to authorize the payments of payroll and payables. Selectman Boyd announced the grand total for payroll for the 3-week period week June 18th was \$15,557.65, week ending June 25th was \$16,626.25 and week ending July 2nd was \$16,069.00. Payables for June 18th was \$17,853.94, week ending June 25th was \$1,285,278.00 and that included \$642,000 for the Fire Truck and \$56,818 for the Asphalt, and week ending July 2nd was \$1,012,764.94 of which the school received approximately \$900,000 and Asphalt was \$90,024 For a combined total of \$2,364,149.78.

Selectman Chivers moved to approve the accounts payable and payroll checks for the 3-week period in the amount of \$2,364,149.78. Seconded by Selectman Brock. All were in favor. Motion carried.

Chair Young asked for the status of the State Reimbursement. Payroll & Accounting Clerk Becker replied that she talked to Emergency Management Director Panit, and they will be going over the receipts to see what is qualified before they meet with the State.

Selectman Dann stated that the Swap Shop will be opening on Sunday and will be needing a tent for the volunteers to be as they cannot be inside the building for space distancing. Chair Young stated that this would probably qualify under GOFERR.

Chair Young announced the next Board of Selectmen's Meeting will be Monday, July 13th, 2020.

Public Comment: There were no public comments.

Police Chief McGillen gave the Board an update on the drift racing that has been going on at 17 Old Manchester Road where there is a group of car enthusiasts that are racing around in the parking lot and getting a lot of residents upset. He indicated that he has called the owner of the property and has told him if there is a roll-over or accident that the Police will be over to investigate and take necessary action. Police Chief McGillen stated that he has called the Town Attorney and was told the Building Inspector Murray could tell the owner what to do under Code Enforcement. Everyone could be responsible and liable for it even the Town if they are aware of what is going on. Building Inspector Murray stated it will be a Zoning Issue and will need a Change of Use. They will have to cease operations as there is no place for a racetrack. They are more than welcome to come in with a Cite Plan and apply for a Change of Use and he does not see any boards approving that.

8:49 pm. Chair Young suspended the Public Meeting and moved to open the Non-Public Meeting RSA 91-A:3 II (a).

9:15 pm. Non-Public Meeting closed

Selectman Dann moved to make a Motion to adjourn the non-public meeting. Seconded by Selectmen Chivers. All in Favor. Motion carried by a vote of 5-0-0.

9:15 pm. Chair Young moved to resume the Public Meeting.

9:15 pm. Selectman Brock moved to close the Public Meeting. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Respectfully submitted,
Linda Chandonnet, Recording Secretary