Bethlehem Board of Selectmen

Meeting Minutes

March 29, 2021

Via Zoom – Present: Chairman Boisseau, Selectman Moritz, Selectman Caplain, Selectman Jensen. Absent: Selectman Moore

Chairman Boisseau recited the attached statement regarding virtual meetings. – Roll call – all present except for Selectman Moore

Chairman Boisseau opened the meeting at 6:00pm and reminded people to leave their microphones on mute.

Selectman Caplain opened the meeting with the good/bad news for the week: Selectman Moore asked Selectman Caplain to let people know she has COVID. No one should have to go through this. She urges everyone to be careful and remain vigilant.

Selectman Caplain went on to state the town has received an official letter from USDA approving solar grant of 35% of the cost of the project.

**Public Input:**

**Pam Sullivan:** Update on marketing campaign. Launched Savor and Tour recipe book on Friday. 61 downloads so far, 16 in community, rest out of community. 3000 Facebook impressions, 100 click through, Pinterest 800 click throughs.

**Sullivan Creative – town merchandise:** Tim Fleury and I met with Speedy Printing from Concord. Just Be merchandising. Pam Sullivan showed examples of merchandising from other participants Sullivan works with. Town gets 25% of sales with no money up front.

Selectman Moritz – How are items shipped and how does the town receive funds as revenue with DRA.

Selectman Jensen: Local businesses asked if they could sell it in their stores. Pam Sullivan explained the business would have to invest and buy X amount of stock to resell.

Chairman Boisseau asked if we choose which items to sell and Ms. Sullivan explained the process.

Ms. Sullivan explained embroidered items are all 1-off pieces but silk-screened items have a minimum order amount.

**Timber Assessing:**

**Chairman Boisseau –** Dave Falkenham reached out to town for timber assessor position. $70/hr plus mileage

Selectman Jensen stated Mr. Falkenham spent time with conservation commission to help with issues at town forest, he is well known and reputable.

Selectman Jensen makes motion to hire Dave Falkenham as the timber assesor, Selectman Moritz second – roll call – Selectmen Boisseau, Caplain, Jensen, and Moritz all in favor, Selectman Moore absent. Motion passed.

**Franconia Chamber of Commerce:**

**Selectman Caplain** – received an email from the Franconia Chamber of commerce to see if Bethlehem Chamber would be interested to work with area chambers to reach area more effectively. Selectman Caplain explained that there is no chamber in town but would work with select board and will contact Bethlehem Reimagined to see if they would like to be contact first. Selectman Caplain will reach out and follow up with board.

**American Rescue Plan Act:**

**Selectman Jensen** – link with NHMA suggested Bethlehem is eligible for around $250k through the American Rescue Plan Act and will have to check eligibility and deadline.

**Bethlehem Country Club – gas purchases:**

**Chairman Boisseau** – The new owners of the BCC asked if they could purchase gas from town pumps.

**Selectman Moritz** stated by law we can’t sell gas to private entity; the town is not taxed on gas so we can’t sell to private enterprise untaxed.

**Kim Koprowski** – Thank you for checking into it.

**Scenic Byway Committee representative appointment:**

**Chairman Boisseau** – Selectman Moore has been in contact with Mike Bruno. He is willing and interested in being representative for town for the Scenic Byway Committee

Mike Bruno stated he has been working on Scenic Byway commission in the past as third party and would like to continue.

Selectman Moritz made a motion to accept Mike Bruno as liaison to Scenic Byway committee – Selectman Jensen second – roll call – Selectmen Boisseau, Caplain, Jensen, and Moritz all in favor, Selectman Moore absent. Motion passed.

**Other**

**Select Jensen** – note from Veronica Morris to add more information available to residents prior to meetings.

Selectman Moritz –NHMA and town legal recommend leaving agenda minimal to keep agenda lean and not give too much information.

Selectman Jensen –share additional items relating to agendas, i.e. documents being discussed.

Selectman Moritz –keep agenda the same but add additional documents if needed to website so public can access. It was done in the past but wasn’t utilized much when she was chair – Selectman Jensen – screen sharing may be the best option.

**Asplundh:** Asplundh came to the office to inquire about trimming trees near the Pierce Bridge to give room for 3 phase power on the lines and right-of-way in that area. They wanted to confirm ownership before moving ahead.

**Selectman Moritz –** made motion to allow Asplundh to trim trees around Pierce Bridge – Selectman Caplain seconded – roll call – Selectmen Boisseau, Caplain, Jensen, and Moritz all in favor, Selectman Moore absent. Motion passed.

**Rita Farrell –** Asplundh can only do what they are allowed – check with Asplundh to make sure they are only doing what they want to cut – they are good with cutting with directions – should be specific from board with what is being cut.

**Minutes (3/15/2021)**

Selectman Caplain made motion to approve minutes from 3/15/2021 – Selectman Jensen - second – roll call - Selectmen Boisseau, Caplain, Jensen, and Moritz all in favor, Selectman Moore absent. Motion passed.

**At 6:50pm Chairman Boisseau made a motion to go to Non-public Session per RSA 91A-3 II (reputation) – Selectman Caplain seconded - roll call – Selectmen Boisseau, Caplain, Jensen, and Moritz all in favor, Selectman Moore absent. Motion passed.**

**The board discussed a possible junk issue in town and the past and future response to it.**

**At 7:15 pm - Selectman Boisseau made a motion to adjourn. Chairman Moritz seconded – roll call – Selectmen Boisseau, Caplain, Jensen, and Moritz all in favor, Selectman Moore absent. Motion passed.**

Respectfully submitted,

Tim Fleury

Administrative Assistant

A Checklist To Ensure Meetings Are Compliant With The Right-to- Know Law During The State Of Emergency

As Chair of the Bethlehem 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.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor’s Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

1. *Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:*

We are utilizing Zoom for this electronic meeting. All members of the select board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone #646 558 8656, Meeting ID: 210 605 342 and Password: 087588, or by clicking on the following website address:

<https://zoom.us/j/210605342?pwd=RlMyRVNKUWZIZk1wdFFYaWJFZ2dKdz09>

1. *Providing public notice of the necessary information for accessing the meeting:*

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Town of Bethlehem at www.bethlehemnh.org.

1. *Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:*

If anybody has a problem, please email Tim Fleury at: admin@bethlehemnh.org

1. *Adjourning the meeting if the public is unable to access the meeting:*

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.

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 this meeting, which is required under the Right-to- Know law.

1 Many public bodies are utilizing video teleconferencing technology, such as Zoom, to ensure the electronic meeting comply with the Right-to-Know law and any applicable due process requirements. In certain circumstances, a regular business meeting of a public body may be conducted utilizing audio-only technology. If you have any questions about the appropriateness of the technology utilized to conduct your meeting, please consult your agency counsel or the Attorney General’s Office.