Bethlehem Board of Selectmen

Meeting Minutes

June 7, 2021

Via Zoom – Chairman Boisseau, Selectman Moritz, Selectman Caplain, Selectman Moore, absent: Selectman Jensen

Chairman Boisseau recited the attached statement regarding virtual meetings. – Roll call – all present less Selectman Jensen

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

**Public Input**

None

**Garage lighting project**

**Brett Jackson –** replacing old fluorescent lights with LED’s. Brighter and less money. The town’s share of the project is $4,188 and it is in the budget this year.

Chairman Boisseau – made motion to approve garage project – Selectman Moritz seconded - roll call – Selectmen Boisseau, Moritz, Caplain, and Moore approve - Selectman Jensen absent - motion passed

**Cemetery surveying**

Brett Jackson – The town owns land down there and need to survey the land to expand the cemetery. Roughly 60 plots left and selling more plots every day.

Chairman Boisseau – how much land is in the lot? Brett Jackson unknown off the top of his head. Can get pricing on a rough estimate to log and clear. Highway department can do most trees but will need professional for some of the large ones. Selectman Moore suggested getting our town forrester involved if wood is processable.

**In-person meetings/town building opening**

**Chairman Boisseau –** The board has been advised that the state will be rescinding the emergency order soon and the town will have to resume in person meetings. The board discussed what the options are for opening the building and for in person/hybrid meetings. The board decided to open the town offices without appointments and require masks be worn inside. They discussed the option of holding hybrid meetings to increase participation. Tim Fleury and Harry Newell will work on options to get the first in person meeting ready for a hybrid setup.

**Town report - dedication page and photo decision**

The board discussed options for the town report cover photo and dedication.

**Capital Assets Committee**

**Chairman Boisseau –** get committee back up and running – Selectman Moritz gave a history of the committee. The committee is needed per the audit recommendations. Selectman Moritz nominated Selectman Caplain as a good replacement leader.

The board discussed the best options to get the committee back up and running and concluded that it would be best to have a board member liaison instead of a committee member, so it does not stretch the board thin. The committee will meet and present to the board before budget time. The board will vote on verbiage and dates of member request at the next meeting.

**Other**

**Mary Moritz –** façade grant – Altamont block - $10,000 total – seeking half to get building painted – Pam Sullivan – roughly 75% completed at this point – new mural going up now – Friday July 2nd – first Friday opening – outside, mural dedication, live music.

Chairman Boisseau makes motion to approve $5000 façade grant for Altamont Condo Association – Selectman Moore seconded – roll call – Selectmen Moore, Boisseau and Caplain – Selectman Moritz recuse, Selectman Jensen absent. Motion passed.

**Minutes (5/24/2021)**

**Selectman Moore makes motion to accept minutes, Selectman Moritz second – roll call Selectmen Boisseau, Moritz, Caplain, and Moore approve - Selectman Jensen absent - motion passed.**

**At 6:41 pm Chairman Boisseau made a motion to go to Non-public Session per RSA 91A-3 II (personnel, legal) – Selectman Moritz seconded - roll call – Selectmen Boisseau, Moritz, Caplain, and Moore approve - Selectman Jensen absent - motion passed.**

**Selectman Moritz makes motion to approve Ava Garneau @ $11/hr, Karleen Kennedy-Wright @ $10/hr, Payton McKinnon @$10.50/hr, Emma Rayburn @ $13.00/hr, and Logan Trahan @ $10.00/hr as summer rec rehire and new hire counselors. – Chairman Boisseau seconded – Selectmen Boisseau, Moritz, Caplain, and Moore approve - Selectman Jensen absent - motion passed.**

**Selectman Moritz - makes motion to move forward with eviction – Selectman Caplain seconded – Selectmen Boisseau, Moritz, Caplain, and Moore approve - Selectman Jensen absent - motion passed.**

**At 6:53pm Selectman Boisseau made a motion to adjourn. Chairman Moritz seconded – roll call – Selectmen Boisseau, Moritz, Caplain, and Moore approve - Selectman Jensen 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.