Bethlehem Board of Selectmen

Meeting Minutes

August 29, 2022

In person – Chairman Caplain, Selectman Jensen, Selectman Morris, Selectman Hibberd, and Selectman Queiroga

Chairman Caplain opened the meeting at 6:00pm and reminded zoom participants to keep their microphones on mute and in-person public members to use podium to speak.

**Public Input –**

**None**

**Ethan Sweitzer – Veteran’s Assistance**

**Ethan Sweitzer –** introduced himself – 23 year veteran – bought land in Bethlehem – veterans program he’s been thinking about – programs after the military – volunteering name as a point of contact for life after the military questions – minimum as someone to talk to – smaller scale in Bethlehem than at home in Brentwood – footing the bill – Chairman Caplain – thanked for service and all he did for country – Selectman Jensen – welfare and direct assistance work with veterans all the time – no need to change it – Selectman Morris – lots of organizations in area active – hesitant to add more layers to complicated patchwork – Selectman Jensen – nice offer but no idea who gentleman is other that his introduction – don’t want to appoint as town representative – welfare program has been handling inquiries – Chairman Caplain – town resource in town versus resource in town – Ethan Sweitzer – not official town position, just offering name as another point of contact – a lot of great resources available but tough to navigate – Selectman Jensen – if listed as the town as a resource argument can be made it’s a town rep – Selectman Queiroga – not listed in town but welfare can use him as another resource – being in minutes and at meeting extent – not listed on town website and not affiliated with town – Ethan Sweitzer – can provide documentation for service if needed – Selectman Morris – lobby of town hall – flyer can be placed that’s not town endorsed – not official town position – Selectman Hibberd – when she was the welfare director – had many resources for veterans – connect with Dawn as additional resource – Selectman Jensen – no idea who the gentleman is, no offense – would assume he’s a vetted resource if town is giving out his information – Selectman Queiroga – do they vet every resource who they offer people to? – Ethan Sweitzer – if veteran’s issue in town, call to get information and help with solution – Selectman Hibberd – Dawn has ability to figure out veteran’s issues – Selectman Queiroga – assume Dawn gives out information to other’s in town – another resource for help without endorsing as town person – Selectman Hibberd – clients not sent to Ethan Sweitzer, option available – Chairman Caplain can be resource to Dawn directly to help her guide client to correct location – Selectman Hibberd – similar to domestic violence volunteer at hospital – Selectman Jensen – someone calls Dawn with help filing for VA benefits – Dawn gives his name and now it seems like town resource – lots of personal information needed to file those – Chairman Caplain – call Primex and have them look at situation – Selectman Queiroga – talk to Dawn and see how she would use him as a resource – Chairman Caplain – check with Dawn and Primex and circle back at next meeting – Ethan Sweitzer – whatever makes sense to the town and works best for the town - Selectman Hibberd – do you do it for any other town? – Ethan Sweitzer - starting here because it’s a small town – Chairman Caplain – meet again in 2 weeks and we’ll talk to insurance company and welfare director -

**HEB Engineers – contract amendment for additional Heritage Building inspection - $1950**

**Tim Fleury** – HEB would like to work with a local contractor to remove siding panels to explore framing and foundation issues better and would like to gain access to under the roof for a better inspection – Chairman Caplain – lots of money for additional work – don’t want to spend money endlessly – get time and materials quote

**Admin tech needs**

**Tim Fleury –** pricing for the new admin’s laptop comes in under the original ask of $1000 until software is added. Pushes cost over $1300. Asked for a new limit of $1500

**Chairman Caplain made a motion to allow Tim Fleury to spend up to $1500 from the tech needs capital reserve fund - Selectman Morris seconded – roll call - all – motion passed**

**Minutes – 8/22/2022**

**Chairman Caplain made a motion to approve the minutes from 8/22/2022 – Selectman Hibberd seconded – roll call – all – motion passed**

**Other**

**Selectman Hibberd –** election Sept 13th – appoint Tim as deputy moderator for breaks – selectmen can do it as well – need to coordinate with board for election day – 3 board members need to be there at the end of the day – Selectman Hibberd and Selectman Jensen can be there all day – Selectman Morris afternoon is best – Chairman Caplain can be earlier – Selectman Queiroga – good for end of day – Selectman Hibberd – needs volunteers for daytime, citizen volunteers, 12 counters – likes to have mix of both parties, new and old voters, male/female, etc. – anyone interested need to contact Mary Lou – maryloukrambeer@gmail.com

**Selectman Morris –** election signs brought up last week – not on town property – no issue

**Chairman Caplain** – update on rekeying town hall – no updates

**Chairman Caplain** – PMR crosswalks – planning board consulted if select board can set conditional approval with crosswalks – can go to planning meeting as public to address issue – Selectman Jensen – reach out to NHMA – Chairman Caplain – Tim Fleury will reach out to NHMA to get info – Selectman Queiroga – have PMR responded to select board letter? – Chairman Caplain – no – Selectman Queiroga – follow up if needed

**Chairman Caplain made a motion to go to Non-public Session per RSA 91A-3 II (personnel) @ 6:39pm– Selectman Morris seconded – roll call – all – motion passed.**

Board discussed personnel information –

**Selectman Morris made a motion to offer paid administrative leave for TH for the customary business days from September 6-11 – Selectman Jensen seconded – roll call – all – motion passed**

**Chairman Caplain made a motion to adjourn @7:40 pm Selectman Jensen seconded – roll call – all – motion passed.**

Respectfully submitted,

Tim Fleury

Administrative assistant