

**Town of Effingham  
Board of Selectmen  
Meeting Minutes**

**March 31, 2020**

Selectmen present: Michael Cahalane  
Chuck Fuller  
Tom Hart

Minutes transcribed by: Gwen English  
The Regular meeting was called to order at 5:30 pm

**REVIEW AND APPROVE MINUTES AND WEEKLY MANIFEST:**

Mr. Cahalane made a motion to accept the work session minutes of March 19<sup>th</sup> Mr. Hart seconded. All in favor, yes

Minutes of the March 25, 2020 were amended as follows:

Mr. Fuller made a motion to amend under Selectmen's Comments and Reports as follows: Mr. Fuller stated the road was **dug up** at 307 Pine River Road after some damage incurred during plowing. Any remaining repairs will be completed when weather allows.

Mr. Hart also made a motion to amend the minutes of March 25, 2020 under Selectmen's Comments and Reports as follows: under the first paragraph, third sentence; He will be meeting with a **heating and air conditioning specialist**.

Mr. Cahalane made a motion to approve the minutes of March 25, 2020 as amended, Mr. Hart seconded, all in favor, yes.

Mr. Cahalane made a motion to approve the minutes of the March 30, 2020 Work Session, Mr. Hart seconded, all in favor, yes.

Mr. Cahalane made a motion to accept the manifest in the amount of \$158,787.70 for March 22-28, 2020 Mr. Fuller seconded. All in favor, yes

Selectmen also signed a Yield Tax Warrant.

**PROPOSED WORK SESSIONS AND DISCUSSION:**

None to report

**ANNOUNCEMENTS:**

None to report

**SELECTMEN'S COMMENTS AND REPORTS:**

Mr. Hart replaced one of the sink faucets in the bathroom and will replace the other three faucets this week.

Mr. Fuller is making contact with a new cleaning person for the Municipal Offices and Town Hall/Library. He is waiting for a call back. Mr. Fuller also reviewed and edited the USDA grant document. Mr. Fuller spoke with Ms. Swanick about placing the transfer station notice on the town website, which she has done. The Town Hall/Library received a matching fund Moose Plant Grant in the amount of \$10,000.00 for repair and replacement of the Town Hall/ Library sills and windows. Jacobs Glass will be repairing and replacing 8 windows and sills. These will be weather tight windows. If the Library secures any additional grants the remaining five windows, storm windows and sills will be repaired and replaced.

Mr. Fuller made a motion to allocate matching funds in the amount of \$10,000.00 from the Town Hall Repair/Rehabilitation Expendable Trust Fund for the windows and sills, seconded by Mr. Cahalane. All in favor, yes.

**Old Business:**

None discussed

**New Business:**

Mr. Cahalane raised discussion on the proposed copy fee schedule. Selectmen discussed it further and decided more research was to be done, contacting other Town's in the area to find out what they charge for copies. The office staff will make inquiries.

Selectmen and Town Administrator, Brian Burke spent time reviewing the first quarter budget v. actual.

Mr. Cahalane raised discussion regarding the scheduling of Selectmen Meetings in light of the Covid-19 Pandemic and Emergency Order #12; Executive Order 2020-04, and the ability to teleconference the Selectmen Meetings as an aid in containing the spread of the virus. After discussion, Mr. Cahalane made a motion to schedule the meeting of April 7, 2020 for 9:00 am with teleconferencing and a work session will follow the meeting.

Mr. Fuller seconded. All in favor, yes.

The office staff will work on setting meetings up for teleconferencing and noticing the public in accordance with the order.

**Public Comment:**

Fire Chief, Randy Burbank asked the board, where the Police Department was purchasing fuel for cruisers. Town Administrator, Brian Burke explained the Police Department is using the W.E.X. program which is connected to the State bid for fuel. Fire Chief Burbank will talk with Sargent MacMillan about applying for the W.E.X. program. The program allows departments to fuel up at more locations at State bid fuel costs.

Fire Chief, Randy Burbank reported the fire department is conducting welfare checks on residents in town. Some residents will be checked on a weekly basis. The fire department is offering assistance to these residents like, picking up groceries or anything else they may need.

NON-PUBLIC IF NEEDED PER (RSA 91-A:3, II (a))

None

Mr. Cahalane made a motion to adjourn, Mr. Fuller seconded. all in favor, yes

Adjourned: 7:55 pm.

Date: 04/07/2020



Mike Cahalane



Chuck Fuller



Thomas Hart