In Attendance:
Morgan Currier (Chairperson)
Omer C. Ahern, Jr. (Select Board Member)
Paul Manson (Highway Road Agent)
Linda Franz (Bookkeeper)
Tanya Vela (Administrative Assistant)

- Meeting called to order at 5:09 p.m. by M. Currier

- Pledge of Allegiance

- **Highway Department.** The Select Board and Highway Road Agent (P. Manson) discussed the importance of the Road Agent attending the Culvert Maintainer Certification Training taught by the University of New Hampshire Technology and Transfer Center (T2). Certification is provided by the NH Department of Environmental Services.

- The Board and Road Agent discussed the advertisement/proposal by the Highway Dept to hire a third employee (part-time) for winter plowing. In order to save money, P. Manson suggested the Town post the advertisement on the New Hampshire Municipal Association (NHMA) website since the Town is a member of NHMA. He also suggested posting the advertisement at Shawnee’s, Appleknocker’s and on social media.

  - O. Ahern confirmed that the advertisement does not constitute a decision to hire a third person since the Board still needs to decide if the Town’s budget can accommodate a new employee. M. Currier and P. Manson agreed. O. Ahern suggested writing some type of disclaimer on the advertisement to advise prospective applicants that there should not be any expectation of being hired. The Board discussed the importance of using proper wording and agreed to contact NHMA’s legal department in order to use the correct verbiage.

- **Emergency Lane.** The Board and Road agent discussed Jordan King’s proposal for Hooper Hill Rd to become an Emergency Lane. M. Currier read J. King’s email from August 6, 2019 regarding the list of abutters’ addresses for the Town to send letters to, and his request to set a date for the meeting.

  - O. Ahern provided a copy of RSA Section 231: 59-a *Emergency Lanes* to the Administrative Assistant (AA) and read it aloud for the record.
The Board discussed plan of action and drafted a letter to be sent to the abutters informing them of a public hearing for the Emergency Lane decision to take place on Thursday, September 26, 2019.

Motion. O. Ahern made a motion to finalize the letter to the list of abutters and to send it out as soon as possible; to notify the Town of a public hearing; and to also publicly post a notice at Wentworth Elementary School about the date and time of the public hearing for the purpose of discussing the proposal for Hooper Hill Rd to become an Emergency Lane – to be posted ten days prior to the meeting. M. Currier seconded the motion and voted yes. O. Ahern voted yes. The Board announced their intent is to have the letter by next Tuesday. Motion carried.

- The Board mentioned receiving a compliment about the new Road Agent by resident, Mr. Cuomo, who said that P. Manson is doing an excellent job. Mr. Cuomo said that P. Manson is taking care of things that had not been done for years and that the roads are looking better than they have for a long time.

- HEB Contract for Frescoln and Cross Road Bridges. The Board read over the attachments sent by Chris Fournier of HEB Engineers, Inc. in his email to the Board this morning summarizing the meeting he had with the Board on August 19, 2019 and the discussion of the timeline, cost, and budget, including the Capital Reserve Expendable Fund regarding both projects – Frescoln Road Bridge and Cross Road Bridge.

  - M. Currier asked Administrative Assistant (AA) to find out by next Tuesday from the Treasurer or Crane & Bell (Certified Public Accountants for the Town), if the Expendable Capital Reserve Fund can be spent by the Board for the purposes it is designated for (i.e. the Bridge Fund).

  - Motion. O. Ahern made a motion that the Town sign the Frescoln Rd contract, Amendment #1, with HEB to reduce HEB scope and fee for permitting under the original Frescoln Rd contract, and that the Board authorize HEB to coordinate with NH – Homeland Security Emergency Management and request that both Frescoln Rd and Cross Rd projects be reclassified from Category C – Permanent Work, to CAT B – Emergency Protective Measures, and that the Board authorize HEB to pursue Bridge Replacement under FEMA Public Assistance under the 50% Rule, and that these services will be performed under Phase 001 HEB of both Frescoln Rd and Cross Rd Bridge Contracts. M. Currier seconded the motion and voted Yes. O. Ahern voted Yes. Motion carried (Amendment is signed).

- Town Legal Counsel. The Board discussed the Drummond Woodson contract and asked AA to locate a copy of the contract for review.

- Meeting Minutes. The Board reviewed, and upon Motion made and seconded, Motion carried to sign the Minutes from the previous Emergency Meeting for April 18, 2019.
• **Classes Offered by NHMA.** The Administrative Assistant brought up the topic of classes offered by the NH Municipal Association (NHMA) for Town officials, which would provide the necessary knowledge and education for officials to perform their public duties for the Town. AA read the list of upcoming classes. O. Ahern expressed interest in attending such classes and confirmed that the Town does have funds in the budget for this purpose. AA found one for Saturday, October 5, 2019 - 9:00 a.m. to 3:00 p.m. – the **Fall 2019 Land Use Law Conference** (formerly known as the Municipal Law Lecture Series).

  o **Motion.** O. Ahern made a motion that he attend the NHMA Land Use Law Conference class on Saturday, October 3, 2019. M. Currier seconded the motion and voted Yes. O. Ahern voted Yes. **Motion carried.**

• The Board discussed other administrative matters.

• **Motion to Adjourn.** M. Currier motioned to adjourn. O. Ahern seconded the motion and voted Yes. O. Ahern voted Yes. **Meeting adjourned at 7:20 p.m.**

  
  
  Chairperson, Morgan Currier
  Board Member, Francis Muzzey
  Board Member, Omer C. Ahern, Jr.