

Town of Winchester  
Board of Selectmen  
Minutes of  
3-11-20

**Board members present:** Ben Kilanski, Jack Marsh, Herb Stephens and Gloria Leustek. Also present were; Dale Gary, Rick Meleski, Captain Ford and Margaret Sharra. James Rokes, Sr. Selectmen elect was also present.

**First order of business: Updates**

The Chairman opens the meeting at 6:30pm

Mark Tigan, Chairman of the WEDC updates the board on the Stone Mtn. Business Park. This has been the hardest project he has ever done because of the state. See attached memo. He explains where all the funding has come for this project; EDA, NHCLF and MEDC. They have finally obtained the AoT permit from the state. Much of the hold up was from NHF&G because of a claim of Black Racer snake seen 10 years ago in the cemetery. This snake is protected in NH and because of that a snake study was performed in the fall and another will be required in the spring, along with the requirement of a transmitter being attached to snakes found. All paid by the applicant; the WEDC. Another odd requirement of the AoT permit is the use of cocoa shells in the water retention areas.

The entire bid package has been prepared and sent to EDA for approval. It is expected for this project to go out to bid in April and construction this summer. They have given the heads up to area contractors. A big concern is not getting any bids or bids that are too high. If the bids are high, they have considered 3 alternatives to get this project constructed; find additional sources of funding, shorten the road, and applying for the Northern Borders Grant. Mark recently met with the head of the state's economic development and it was highly recommended to apply for that grant. He does inform the board that the recommendations from the town water/sewer engineering firm have added about an additional 30K to the project that mark may look to the board, if necessary, for help with that.

He gave an update on the solar component for this project as well as two new prospects for the business park. The WEDC predevelopment funding account is quite low but they are making it work for now. Selectman Marsh says this update may be somewhat negative, but he feels the local contractors who know the site and know how easy digging the site may be will bid on it. Mark says sometimes local contractors balk at using federal rates and the red tape. He is also looking at using material from the site and maybe the town gravel pit to help offset costs. He did get \$1000 for marketing costs from Eversource but will need more. The prospects are a scientific film manufacturer and a company that makes household accessories. The announcement of the pandemic is not good news. It could slow down the government. Mark explains about the 1 MW per premises to James Rokes, Sr. Kurt asks if the electric lines will be over or underground. Mark replies underground is 2X's more and Eversource was not in favor of it.

**Second or of business: Minutes**

The board reviews the minutes of 3/4/20. Selectman Stephens makes a motion to approve the minutes, Selectman Leustek seconds. The motion carries 4-0.

### **Third order of business: Business**

Selectman Marsh makes a motion to approve the abatement for map 21, lot 45. Selectman Stephens seconds. The motion carries 4-0.

Selectman Leustek makes a motion to approve a sewer abatement for map 27, lot 3-31 for \$2182.21 due to a water break. Selectman Marsh seconds. The motion carries 4-0.

Selectman Marsh makes a motion to sign the Annual Facility report for the solid waste property. Selectman Leustek seconds. The motion carries 4-0.

Health Officer Margaret Sharra updates the board on the situation with the COVID-19. No new recommendations from the state. But the virus is spreading rapidly. She has set up a meeting with the school, EM, FD, PD, AMB and Applewood for tomorrow. She is also setting up meeting with the 3 senior housing facilities in town to speak with them on being prepared and precautions. She commends Jim Tetreault and all involved with elections to

### **Fourth order of business: Financial**

Selectman Marsh makes a motion to make a payment to Tata & Howard in the amount of \$4433.60 from the water tank fund, Selectman Leustek seconds. The motion carries 4-0.

Selectman Leustek makes a motion to pay WWCS \$1485 from the computer capital fund, Selectman Stephens seconds. The motion carries 4-0.

Selectman Marsh makes a motion to pay Tata & Howard \$1900 from the water capitol reserve fund, Selectman Stephens seconds. The motion carries 4-0.

Selectman Marsh makes a motion to pay Tata & Howard \$1900 from the sewer capital reserve fund. Selectman Stephens seconds. The motion carries 4-0.

Selectman Marsh makes a motion to payer Maher \$17,415.50 from the water capital reserve fund, Selectman Leustek seconds. The motion carries 4-0.

Rick explains how this came in lower and this is work on well #1.

Selectman Marsh makes a motion to approve the Comcast Business Service Agreement, Selectman Leustek seconds. Motion carries 4-0. Discussion: Rick explains this is bringing cable into the sewer plant. This will be a big improvement because the present DSL slow and there have been problems. Comcast is a better service and will improve things at the plant. The price is fixed for 2 years. Selectman Marsh express his concerns with a big price increase in two years. Rick will let Amy use her negotiating skills.

### **Fifth order of business: Other**

Rick updates the board on the new water tank project. The design is 100% done. Waiting on NHDOT regarding the paving of rt119. Have USDA & DES approvals. Because of DOT, USDA now wants a second cost estimate reflecting the paving. Rick wants to put the Richmond Road water line upgrade out to bid to see the bids and then decide if the water tank needs a redesign because of the 300K over budget. Can't move the tank to a higher elevation on Hawkins road because it will affect the pressure in the

existing lines. He will show the board the costs comparisons when they come in. Rick wants to put Richmond Road improvements put out to bid first and see where the costs come in, and then decide if it is needed to redesign the tank on Hawkins Road. He is also talking to the Diocese about a different route to the tank if we need another option. Right now it is about 300K over budget. Rick will share the comparisons when they come in.

Selectman Kilanski thanks all for a smooth election. He shares the town hall gave a luncheon for Roberta to thank her for her years of service. All new elected people can be sworn in tomorrow. Our new Selectman, James Rokes Sr. will start next week.

Bill McGrath, School District treasurer, informs the board in a recent conversation with the AG's office on an election matter he asked the AG about his right as Treasurer for access to payables and checks he signs. He has been told by the school that he cannot look at many bills and payrolls checks because they have private information. He feels as an officer of the school district he is obligated to keep it confidential. The AG suggested he speak 1) with school attorney. That access was denied. 2) talk to the state education attorney. He has reached out to him but has no response yet. 3) talk to the town attorney. Bill would like to do that by email so his questions are available for those to see and the response. He asks the BOS for permission. Selectman Kilanski suggests waiting until the end of the week to see if the State attorney responds first. He will also reach out to Bart on how to proceed with this. Bill informs the board that most recently bills were actually removed from his hands by the Superintendent based on a new policy that the treasurer cannot look at accounts payable. Selectman Kilanski will get back to him.

**Sixth order of business: Public**

There are no questions or comments.


**Seventh order of business: Nonpublic under 91-A:3II(a)(b)(c)(d)(e)**

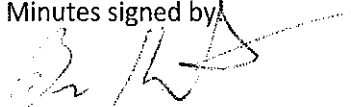
Selectman Leustek makes a motion to enter nonpublic session under b & d. Selectman Marsh seconds. The motion carries 4-0. A roll call vote is taken, and the members vote yes individually, and the board convenes in non-public at 7:32pm.

**Eighth order of business:**

The board reconvenes into public session at 8pm. As motioned by Selectman Stephens, seconded by Selectman Leustek. Motion carries 4-0. The board announces the hiring of Wayne Fontaine to the Ambulance department.

Selectman Marsh makes a motion to adjourn, Selectman Leustek seconds. The motion carries 4-0. 8:02pm.

Minutes respectfully submitted:  
Margaret Sharra, LUA 

Minutes signed by 

Ben Kilanski, Chair