



**Office of the Board of Selectmen
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**NEWTON BOARD OF SELECTMEN
DATE: WEDNESDAY, JULY 8, 2020
TIME: 6:00PM
ZOOM CONFERENCE CALL
PUBLIC MEETING MINUTES**

I. Call to Order

Chairman Burrill called the meeting to order at 6:00pm.

As Chairman of the Board of Selectmen for the Town of Newton NH, 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 or 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:

Utilizing Zoom Conference Call for this electronic meeting. All members of the Board have the ability to communicate 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 #929-205-6099. Meeting ID number is 86907536632. Or using the link provided here:

<https://us02web.zoom.us/j/86907536632>

We previously gave the notice to the public of the necessary information for accessing the meeting, including how to access the conference call via phone.

If anyone has a problem, please email BOSSecretary@newtonnh.net. 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.

Utilizing Zoom Video Conferencing was Chairman Matthew A. Burrill, Selectmen Lisa L. Gonyer, Kathryn Michaels, Town Administrator Nancy Wrigley, and Secretary Diane Morin. Utilizing Zoom Audio Conferencing was Vice-Chairman Lawrence B. Foote and Selectman Charles R. Melvin Sr. The public session was videotaped. The public meeting minutes were transcribed and typed by Secretary Morin.

Other conference call attendees were Tina O'Rourke, Chief Alcaindinho, Terry Caswell, Trisha McCarthy, Pete Gagnon, Jack Kozec, and members of the public.

II. Scheduled Business

A. Update – COVID-19 virus

Chairman Burrill explained the reason for the meeting was to bring the Board and public up to date on guidelines to combat the spread of the COVID-19 virus.

Mrs. McCarthy briefed the Board with new updates from the State conference calls that she attended. She announced that State and local EOC's have been in operations for 102 days. She provided the Board with the latest statewide statistics which includes First Responders.

The National Guard are still working on different operations such as distributions of supplies and de-mobilizing alternate care sites.

The State is working on distributing PPE's to schools around the State and to support local elections.

They reminded everyone to practice social distancing and to wear a mask when indoors and when social distancing is not possible.

If a person tests positive for COVID-19 and refuses to self-quarantine, local law enforcement should follow State guidelines. If the person still refuses, they could be issued an isolation order and be required to pay fines.

In a food establishment environment, if an employee is not in direct contact with the public, no mask is required.

The Secretary of State has reached out to local EOC asking how many PPE's the Town/City need for the September and November elections. Mrs. McCarthy stated that the Town Clerk has ordered enough absentee ballots for all registered voters within the Town of Newton.

Chairman Burrill stated that the elections are run by the Town Moderator and Town Clerk. He would like to invite both to attend the August 5, 2020 COVID-19 meeting to discuss the upcoming elections. He recommends the minimum numbers of volunteers work the elections.

Selectman Michaels asked if there was any update on the airborne transmission of the virus. Mrs. McCarthy stated that the recommendation is to be outside and if not possible wear a mask when indoors.

B. Re-opening of Town Hall – Task Force update

Mrs. McCarthy informed the Board that the task force met and went over the processes staff will follow. She will be at the Town Hall supervising the installation of the plexiglass shields on July 9, 2020. Secretary Morin will be at the Town Hall on July 10, 2020 while the life safety work is completed. Custodian Romanoski will then clean the Town Hall on Saturday. Either Monday or Tuesday next week, EMD Foote and Mrs. McCarthy will install the foot traffic signs on the floor.

The billboard outside the Town Hall will be updated to state "By appointment only" with the number for the Town Hall and website. There will be printed guidelines available at each door that the public can take with them. They will be placed in a brochure holder that will be magnetically attached to the doors where possible. Also, on the outside of the buildings will be the questions asked when the appointment was made. It will inform the public that they should not enter the building if they answer yes to any of the questions.

The guidelines will be printed in the local newspaper in next week's edition.

EMD Foote and Mrs. McCarthy have received a total of \$77,380.00 in grant money to offset the cost incurred by the Town to fight the pandemic. They have also received over \$50,000.00 in PPE supplies. Chairman Burrill reminded the public that if they are not feeling well to please reschedule your appointment.

Mrs. McCarthy stated the task force talked about stanchions with a plastic chain link fence to cordon off the Town Administrator's office to the Bookkeeper's office in the hallway. She mentioned that we could use the unused hand sanitizer stands for the stanchions. This will be taken up later as they are not needed right now.

Secretary Morin will post the guidelines on the Town's website. Chairman Burrill recommends that we post the amount of grants the Town has received.

Mrs. McCarthy read the article that went into the newspaper.

C. Sign vendor manifests

Selectman Gonyer moved to sign vendor manifest dated July 7, 2020 in the amount of \$34,586.67. Seconded by Selectman Melvin. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

Selectman Gonyer moved to sign Police Detail Revolving Fund manifest dated July 7, 2020 in the amount of \$13,010.31. Seconded by Selectman Melvin. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

Selectman Gonyer moved to sign Cable Revolving Fund manifest dated July 7, 2020 in the amount of \$4,656.00. Seconded by Selectman Melvin. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

Selectman Gonyer moved to sign Emergency Management Revolving Fund manifest dated July 7, 2020 in the amount of \$565.17. Seconded by Selectman Melvin. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

Selectman Gonyer moved to sign Inspector Fee Revolving Fund manifest dated July 7, 2020 in the amount of \$9,799.96. Seconded by Selectman Melvin. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

Selectman Gonyer moved to sign payroll manifest for pay period June 21 – July 4, 2020 with a pay date of July 9, 2020. Seconded by Selectman Foote. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

D. Selectmen's nonpublic and public meeting minutes dated June 30, 2020

Selectman Foote moved to sign the nonpublic and public minutes dated June 30, 2020 as written. Seconded by Selectman Gonyer. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – abstain.

Selectman Melvin stated that he abstained because he had not read the June 30, 2020 nonpublic and public minutes.

E. Selectmen's public meeting minutes dated July 1, 2020

Selectman Foote moved to sign the public minutes dated July 1, 2020 as written. Seconded by Selectman Melvin. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

III. Adjourn

Chairman Burrill moved to adjourn at 6:32pm.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary