



Town of Monroe
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Selectmen Meeting Minutes
November 4, 2019

The meeting was called to order at 7:01 p.m. by Jennifer Boucher.

Selectmen Present: Jennifer Boucher, Jessica Brusseau, John Blanchard

Employees Present: Randy Bunnell, Kurt Duval

Public Present: Alice Frazer, PJ Blanchard, Keith Merchand, Ken Hunter, Rocky Bunnell

1. Jennifer stated John had been sworn in as Selectmen before the meeting. She and Jessica both welcomed him. Jennifer stated now a Vice Chair needed to be selected. Jessica moved and Jennifer seconded to select John as the Vice Chair. The motion carried.
2. A correction was made to the October 29 minutes. Alice Frazer did not mention the recycling bins, Jennifer Boucher mentioned them.
3. Public Input
 - a. The status of the Recycling Committee was questioned. Keith Merchand stated the committee is still in place. Several members have dropped out. They are waiting on Casella to provide them with information. Keith noted that most successful recycling projects are manned. The idea of putting in a gate and better cameras was discussed.
 - b. PJ Blanchard questioned the status of the hydrants. He stated he talked to Woodsville Water and Light about two hydrants that don't drain well. The problem is the water table is too high. The suggestion was made to perhaps pump them dry. Diane will email Todd Webster regarding getting them pumped out to winterize them. Randy Bunnell

noted the two hydrants in question are the one near the school and the first one on Coppermine on the left hand side.

All hydrants have been flushed and the 2 broken ones have been repaired.

- c. Ken Hunter stated he wants to put up a new garage on his property and wondered if a building permit was needed. He was directed to the Planning Board to discuss this project.

4. Department updates:

- a. Kurt Duval, Building and Facilities Maintenance, stated all is going well. He will be meeting with Unifirst on Thursday regarding rugs for Town Hall and the Town Office. He is also talking to Empire regarding items to help with stripping the floors and then rewaxing them.

With budgets being worked on, a suggestion was made to look into getting a trailer and perhaps a floor machine.

John questioned the heat exchanger in the town hall. This has been checked; the soot on the wall is old.

Was noted that since there is an AED at the Town Hall, need to look at the pads (adult and child) and battery to make sure all are unexpired.

- b. Randy Bunnell, Road Agent for Highway Department, stated things are busy in his department. They are working to finish the Lang Road turnaround before snow. Black Top is supposed to pave next week (Black Top will be called to verify this).

5. Opening of the bids for the Truck. We received 5 bids for the truck. They were opened and read as follows:

AGP \$12,750.00
Ben Fuller \$4,000.00
North Road \$10,000.00
Justin Bradshaw \$8,123.45
Summitt \$5,250.00

Jessica moved the accept AGP's bid of \$12,750. John seconded the motion and it passed unanimously. Jennifer noted will need a Treasurer's check for payment.

6. Discussion use of unanticipated revenue from State of NH. Jennifer stated the funds can be used to reduce tax rate or accepted and then used for something else. After discussion, Jessica moved to use the money for the tax rate, Jennifer seconded the motion and it passed unanimously.

Jennifer stated the amount for the overlay will also need to be set. Jennifer moved to leave the overlay at \$25,000 (same as last year) and Jessica seconded the motion. The motion passed unanimously.

7. The following items were approved:
 - a. Payroll Manifest
 - b. Accounts payable manifests for General Fund and Water Fund
 - c. 2 Town Hall usage forms (2)
 - d. Letter for unlicensed vehicles – a second, more forceful letter will also be prepared.
 - e. Revised Town Hall Usage Contract
 - f. Payment Selection Form for Selectmen
 - g. NHIT insurance renewal

8. Other items reviewed
 - a. Coppermine Road Project – this project is similar to a project done a few years ago on Smutty Hollow Road. This needs to go out to bid soon in order to be done next year. Diane will look into getting bid documents prepared.
 - b. Buffum Road – Diane will check with Primex regarding liability of a private company sanding/plowing on town roads.
 - c. There will be no meeting on 12/24.

Jessica moved to adjourn the meeting at 8:21 p.m. John seconded the motion and the meeting adjourned

Respectfully Submitted,

Diane L. Gibson Smith
Administrative Assistant