

TOWN OF PEACHAM
Wednesday, March 8, 2023
Select Board Meeting
Hybrid meeting in the Peacham Library Community Room and via Zoom

Attendance

In-person: Richard Browne, Select Board, Peter Craig, Select Board, Alfred Dedam, Select Board, Rebecca Washington, Town Clerk, Anna Carvalho, Select Board Clerk, Robert Campbell, Danville Postmaster

Via Zoom: Dave Stauffer, Ron Craig.

Minutes

1. Call to order by Peter at 7:00pm on Wednesday, March 8th, 2023.
2. Additions to the agenda
 - a. Monument
 - i. Rebecca received a request from Allan Thresher Sr. requesting the Select Board's stamp of approval for the monument design in order to be sent to Gandin brothers. Alfred made a note of approval on the design and the board signed it.
 - b. Post office update
 - i. Robert Campbell, Postmaster from Danville post office requested starting a discussion about changing the current Peacham Post Office lobby schedule from 7:30am-5:00pm to a 24hour lobby 7 days a week. The change would require the front door of the Town Office to be unlocked at all times, thus requiring security measures to be taken to close off the town office spaces from the publicly accessible post office space. Discussion of logistics of reorganization and reutilization of the spaces. Regarding time frame, Robert estimated accomplishing by summer.
 - ii. Post office also requested the Peacham office be repainted and recarpeted as it is overdue. Discussion on doing lobby project, flooring, painting, and carpeting all at the same time. If runner carpets are used, they would be paid for by the post office.
 - c. Appointment of lister
 - i. Three appointees: Mary Shepley, Michelle Morton, and Sarah Lydon.
 - ii. Richard moved to appoint Mary Shepley as lister on a first-come-first-serve basis, but after discussion, he withdrew his motion in order give listers a chance to meet with appointees first. The board would like to appoint a lister at their next meeting.
 - d. Recreational committee
 - i. Richard asked about appointing a recreation committee. Some possible names discussed. Richard will reach out to Rachael Moragues, and the Select Board will plan to discuss it at their next meeting.

- ii. Clarification that the recreation committee's responsibilities will not include 4th of July activities.
- 3. 3. Select Board organization
 - a. Elect a Chair
 - i. Alfred nominated Peter Craig.
 - ii. **Peter Craig nominated Richard Browne, seconded by Alfred, all in favor, so moved.**
 - b. Determine meeting rules
 - i. **Peter moved to continue to use revised Robert's rules of order for small towns as meeting rules, seconded by Alfred all in favor, so moved.**
 - c. Determine date and time of meetings
 - i. Discussion about earlier meetings. Discussion about accessibility.
 - ii. **Peter moved to hold meetings to 6:30pm on the first and third Wednesdays of the month, Alfred seconded, all in favor, so moved.**
 - iii. Richard noted it's important to continue to do hybrid meetings.
- 4. 4. Highway Department update - none
- 5. Town Clerk/Treasurer update by Rebecca Washington
 - a. Town meeting went smoothly, but attendance was low. Committee was formed to look into this.
 - b. She can't always attend Select Board meetings on Wednesdays, but she will be here for at least quarterly to give budget status reports or for other tax or budget related items.
 - c. She requested the continued authority to approve one day catering liquor licenses.
 - d. **Peter moved to authorize the Town Clerk to approve liquor licenses for one day catering events in the town of Peacham, seconded by Alfred, all in favor, so moved.**
 - e. She will set up this year's tax anticipation note soon, so Select Board can expect it. She clarified that although the budget is approved for the year, taxes not received until November, so this acts as a backup opportunity to borrow funds in case the Town needs them.
 - f. Richard asked about change in office hours. She noted that she is not changing them for now, but when new assistant arrives, they will need to discuss it.
- 6. Select Board appointments
 - a. Select Board Clerk
 - i. **Alfred moved to appoint Anna Carvalho as Select Board Clerk, Peter seconded, all in favor, so moved.** She will fulfill 100% of the role now instead of 70%.
 - b. American Rescue Plan Act (ARPA) Committee
 - i. Peter commented that ARPA Committee is no longer needed because they provided the suggestions required from them.
 - ii. Select Board agrees to disband the ARPA committee with thanks for their efficient and helpful work.
 - c. Cemetery Preservation Committee
 - i. Rebecca noted that some committees have terms were meant to evolve into 3 year terms, and asked that the Select Board adjust those positions as necessary.

- ii. **Peter moves to appoint Jim Barlow and Sharon Jones to two-year terms, which he then amended to three-year terms, seconded by Alfred, all in favor, so moved.**
- d. Cemetery Sexton
 - i. **Alfred moves to appoint Ron Craig as Cemetery Sexton, seconded by Richard all in favor, so moved.**
- e. Conservation Commission
 - i. **Richard moves to appoint Ron Miller, Carolyn Fox, and Neil Monteith for 3-year terms and to the Conservation Commission, seconded by Alfred, all in favor, so moved.**
- f. Communication Union District (CUD) Representatives
 - i. **Peter moves to appoint Jock Gill as the CUD representative for term of one year and Harry Van as an alternate for a term of one year, Alfred seconded, all in favor, so moved.**
- g. Development Review Board
 - i. **Richard moved to appoint Marilyn Magnus and Matt Kempton for 3-year terms on the Development Review Board, Alfred seconded, all in favor so moved.**
- h. Energy Committee
 - i. An email from Allie Webster, chair of the Energy Committee, informed the Select Board that David Jacobs and Thomas Galinat have requested to resign from the Energy Committee.
 - ii. Peter moved to appoint Jock Gill and Tom Bryar for 3 year terms for the Energy committee and Morgan Gold as a alternate for a one year term. Discussion of term length and filling empty positions.
 - iii. **Peter amended his motion to appoint Jock Gill and Tom Bryar to 3-year terms for the Energy committee, seconded by Alfred, all in favor, so moved.**
 - iv. **Richard moved to adjust Morgan Gold's term to a 2-year term to fulfill the remainder of David Jacob's term. Peter seconded, all in favor, so moved.**
 - v. **Richard moved to appoint Bruce Courtot as an alternate for a 1-year term Alfred seconded, all in favor so moved.**
 - vi. Select Board requested Energy Committee to come back if they feel they need more members or alternates.
- i. Emergency Management Coordinator
 - i. **Peter moved to appoint Neil Monteith as Energy Management Coordinator, seconded by Alfred, all in favor, so moved.**
 - ii. **Peter moved to appoint Andrea Kane as alternate Emergency Management Coordinator, seconded by Alfred, all in favor, so moved.**
- j. 911 Coordinator
 - i. **Richard moved to appoint Brian Barney as 911 Coordinator for a 1-year term, seconded by Alfred, all in favor, so moved.**
- k. Fence Viewers
 - i. **Alfred moved to appoint Julie Lang, Kalanani Gallas, and Kathy Corcoran as Fence Viewers for 1-year terms, Richard seconded, all in favor, so moved.**

- I. Fire Chief
 - i. **Peter moves to appoint Jeffrey Berwick as Fire Chief, seconded by Alfred, all in favor, so moved.**
- m. Green-Up Chair
 - i. **Richard moved to appoint Rose Dedam for a 1-year term as Green Up Chair, seconded by Peter, all in favor, so moved.**
- n. Deputy Health Officer
 - i. **Peter moved to appoint Mary Daly as Deputy Health Officer, Alfred seconded, all in favor, so moved.**
- o. Keeper of the Pound
 - i. There are no appointees for the position, so by default, it goes to the second constable, which is Joe Layn. The Select Board will continue to look for one.
- p. Memorial Day Chair
 - i. **Richard moved to appoint Julie Hansen to a 1-year term as Memorial Day Chair seconded by Alfred, all in favor, so moved.**
- q. NEKWMD Representative
 - i. **Peter moves to appoint Amber Lowell as NEKWMD Representative, seconded by Alfred, all in favor, so moved.**
 - ii. Clarification that this role is separate from her job at the transfer station.
- r. NVDA Representatives
 - i. Question about number of representatives needed and also whether Bruce MacLean will continue in this role since it's usually filled by a planning commission member. Board will follow up with Bruce.
 - ii. **Richard moves to appoint Anna Rubin to a 3-year term, seconded by Alfred, all in favor, so moved.**
- s. Planning Commission
 - i. **Richard moved to appoint Katherine Siner for a 2-year term to fill in the remainder or Bruce MacLean's position, seconded by Peter all in favor, so moved.**
 - ii. **Richard moved to appoint William Kempton and Adam Dobson for a term for of 3 years, and Marilyn Magnus for a term of 2 years, seconded by Peter, all in favor, so moved.**
 - iii. **Peter moves to appoint Tyler LaFontaine as an alternate for a term of one year, seconded by Alfred, all in favor, so moved.**
- t. Service Officer
 - i. Clarification of the role as support to find services. Question about infrequent contact with appointee. Board will reach out again.
 - ii. **Richard moves to appoint Patty Strader for a term of one year as Service Officer, seconded by Peter, all in favor, so moved.**
- u. Tree Board
 - i. The tree board will need a replacement for Julie Lang. Alfred will reach out to them.
 - ii. **Peter moved to appoint Jason Bean for a term of three years, seconded by Alfred, all in favor, so moved.**

- v. Tree Warden and Deputy Tree Warden
 - i. **Peter moves to appoint Joe Layn as tree warden and Jason Bean as deputy tree ward for a term of 1 year, seconded by Alfred, all in favor, so moved.**
- 7. Public comment
 - a. None
- 8. Approve minutes
 - a. **Peter moved to approve minutes from February 15th, 2023 seconded by Alfred, all in favor, so moved.**
- 9. Review and approve bills
 - a. Peter received a very positive comment regarding Peacham Pond plowing.
 - b. Signature for tire bill since it wasn't in the budget.
 - c. Easement on school property needs review and signatures from schoolboard.
 - d. **Peter moved to approve bills as presented, seconded by Alfred, all in favor, so moved.**
- 10. Review correspondence
 - a. Previously covered.
- 11. Executive session for personnel
 - a. **Richard moved to go into executive session at 7:58pm with Anna present, seconded by Peter, all in favor, so moved.**
 - b. **Peter moved to come out of executive session at 8:13, seconded by Alfred, all in favor, so moved.**
 - c. **No action taken**
- 12. Adjourn
 - a. **Peter moves to adjourn at 8:13pm, seconded by Alfred, all in favor, so moved.**

Documents provided to the Select Board and discussed at this meeting are available by request to the Town Office.