

**Town of Grafton  
Board of Selectmen  
Tuesday, February 16, 2021**

**Members Present:** Steve Darrow, Chairman, Jennie Joyce, Cindy Kudlik, Sue Smith (recorder)

**Others Present:** Tom McGinty, Ben Elder, Mike Davis, Gary Whitney, Russell Poitras, John Babiarz

The meeting was called to order at 9am.

**Acceptance of Minutes:**

Jennie motioned to accept the public minutes of February 2, 2021 as amended and the non-public minutes of February 2, 2021 as written. Cindy seconded the motion. Motion passed.

**Selectmen Announcements:** None

**Ex-Officio Reports:**

Cindy gave the following reports from the Ambulance and Cemetery Trustee meetings:

- Ambulance – A member recently resigned and a discussion ensued about having this member reimburse the ambulance department the costs of training and what those costs were. Cindy stated she informed the Ambulance Department that taking minutes during their monthly meetings would help with this kind of situation. Both Jennie and Steve agreed with Cindy that the Ambulance Department needs to take minutes.
- Cemetery Trustees – The Cemetery Trustees would like to set aside one lot for indigent burials and asks the Board of Selectmen to purchase a lot for perpetual care. After a brief discussion, both Steve and Jennie agreed to have the Town procure a lot for indigent burials and to have that lot deeded to the Town of Grafton.

**Public Comment:** None

**Appointments:**

Bob Bassett, Road Agent re: Town Vehicles and Ordinances – Appointment was canceled due to inclement weather. Bob did provide some handouts regarding the 2009 and 2010 plow trucks. These handouts showed the history and costs of repairs from 2017 to current. The two ordinances to be discussed were the parking ban ordinance and plowing across the roads ordinance. Bob would like enforcement on these ordinances.

**New Business:**

Town Clerk Fees –The selectmen reviewed some fees that the Town Clerk would like to implement. Cindy stated that she didn't want to add another fee for people in Grafton to have to pay and Jennie agreed. Steve was in agreement as well.

FY20 Audit Questionnaire – The selectmen were presented the FY20 audit questionnaire and Steve will have it filled out the next time he is in the office.

**Other Business/Correspondence:**

Intents to Cut – Weber (Map 11 Lot 499) and Holland (Map 17 Lot 661) both intents were approved and signed.

The selectmen reviewed and discussed the following correspondence:

- Copy of the current Category IV Fire Permit. The fire permit was issued with Bob Bassett as the permittee's agent. This led to a discussion as to why the manager of the recycle center was not listed as the agent. John Babiarz stated that Doug Minor, Forest Ranger, would like to have the manager of the recycle center take a fire training class from the DES. As soon as that class has been taken, the permit can be issued to the manager of the recycle center.
- BTLA hearing notice for Mascoma Valley Preservation v Town of Grafton has been scheduled for May 20, 2021.
- MG Electric quote for the Town Office electrical work. After a brief discussion, Cindy motioned to accept the bid from MG Electric for \$4,960 and to have the monies come from General Government Bldgs. Jennie second. Steve agreed. Motion passed. MG Electric will be contacted to schedule the work.
- Memo from Bonnie Haubrich, Town Clerk/Tax Collector, about the upcoming newsletter.

**Public Comment:**

Tom McGinty inquired about billing a resident for a fire. After a brief discussion, Jennie recommended that Steve talk with Canaan and Enfield Fire Departments. Steve stated that he will talk with John Babiarz first before contacting the other towns.

Ben Elder commented that he had heard a rumor that he is obtaining water from the dry hydrant off of Prescott Hill Rd and that the rumor is false.

Ben Elder also talked about having another snowmobile event in March and wanted to know if the Selectmen would approve of them using the shoulders of the roads if he can't get a trail cut through the old Hoyt Farm property in time. Steve told him that the selectmen will talk to the road agent and a decision will be made at the next meeting.

**Final Comments from Selectmen:**

Jennie commented that a computer for the Emergency Management Dept was requested to be purchased with FEMA funds. Jennie inquired if this took place. Sue informed Jennie that the computer was purchased in 2019.

Jennie provided the following RSA's for the letter that will be sent to H. Mason regarding the Mobile Home on his property: RSA73:16-a; 72:7-a; 72:33; 75:3

Jennie inquired if FEMA-Go was ever set-up for the Fire/Ambulance Department for grants. Sue stated that she was asked by John Babiarz, on behalf of Sherry Bean, if I would help with setting up the account with FEMA. Sherry was to scheduled a time with Sue but it never happened.

Cindy commented that she has not contacted Jon Bautel about the fence as it has not been marked. She stated that it would be easier to explain once this has been completed. Steve stated that Jon should be present during the marking of the fence. Steve and Cindy will meet with Jon, a date and time has yet to be determined.

Jennie stated that the stop sign placement at Williams Hill Rd should be revisited. Russell stated that the stop sign placement is a good idea and recommends that a white line be painted on the road as well.

Jennie motioned to adjourn. Cindy second. Motion passed. Meeting adjourned at 10:35am.

Respectfully submitted,

Sue Smith, Administrative Assistant