

**Town of Grafton
Board of Selectmen
Tuesday, July 7, 2020**

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

Others Present: Sandy Griffin, George Curran, Samantha Jean, Kenneth Sherwood, Ed Grinley, Gretchen Renee, Steve Kudlik, Dorothy Campbell, Bonnie Haubrich, Andrew Ware

The meeting was called to order at 6pm.

Acceptance of Minutes:

Jennie motioned to accept the minutes of June 16, 2020. Cindy second. Motion passed.
Jennie motioned to accept the public minutes and two sets of non-public minutes from June 30, 2020. Cindy second. Motion passed.

Selectmen Announcements:

Steve announced that the sign board has been removed and he would like to see a different sign. He would like to look into replacements.

Ex-Officio Reports:

Steve informed the board that he does not have any updates from the Planning Board due to the cancellation of the June meeting.

Public Comment:

Samantha Jean commented about the junkyard ordinance letter. She stated that she did not receive the first letter but did receive the second letter.

Appointments:

Steve Kudlik, Moderator met with the selectmen to discuss the upcoming elections; State Primary and Presidential. Steve informed the selectmen that he has attended a couple of webinars/seminars regarding these upcoming elections and the concerns of Covid-19. From those webinars/seminars, Steve discussed the following with the selectmen, the Town Clerk, and the Chairman of the Supervisors of the Checklist:

- The State will be sending out a letter statewide to all registered voters informing them that they can choose to vote by absentee ballot or in person. Steve stated that the pre-process of the absentee ballot can be done the day before voting. Bonnie commented that to process the absentee ballots takes time as there are time restraints. Bonnie also stated that she has received quite a few requests for absentee ballots; quite an increase from the last election.
- Curb side voting – Steve stated that this has been brought up during the webinars and at this time curb side voting will not be taking place.
- The Town cannot mandate voters to wear masks, however a sign can be posted to request that voters wear a mask but they are not mandatory.

- PPE will be provided and delivered in August from the State. This delivery will cover both elections. Steve will coordinate this with John Babiarz. The PPE provided will be face shields, gloves, gowns, hand sanitizers and sneeze guards for the election workers, Supervisors of the Checklist and the Board of Selectmen.
- Instead of wiping down pens and voting booth tables after each voter, the voter will be given the ballot, a paper mat to place the ballot on when voting and a pen. After voting, the voter will turn in the ballot and discard the mat and pen.
- The Fire Station will be used for both elections and the set-up will be different. The main entrance into the fire station will stay the same, but the exit will be on the opposite side of the fire station. Steve also mentioned that he will map the layout of what the voting process will look like.
- Any questions that are election related should be directed to the Selectmen, Moderator, Town Clerk and Supervisors of the Checklist. This will help keep misinformation at a minimum.

George inquired if it would be possible to rotate shifts with regards to the Supervisors of the Checklist. Steve recommended that George email the State as he believes a quorum needs to be in attendance at all times during the elections.

Steve Darrow stated that he will be in contact with John Babiarz regarding the plans for the elections and thanked Steve Kudlik for meeting with the selectmen.

Gretchen Renee met with the selectmen to discuss the maintenance and restoration of the Town Hall. Issues that Gretchen would like to see addressed is the drainage of the property, the position of the handicap ramp and the driveway. Gretchen feels the driveway is making the drainage worse. She also would like to see the handicap ramp placed on the driveway side. Steve commented that he is not in favor of moving the ramp but will look into the drainage issue. He also stated that he would like pricing for the drainage repairs. Gretchen mentioned that she spoke with Dianne Burrington about the Moose Plate Grant and would like the selectmen to keep this grant in mind during the maintenance and restoration of the Town Hall.

New Business:

GOFERR Reimbursement – The 2nd reimbursement request for GOFERR monies was approved and signed. The monies requested are for COVID 19 related purchases and payroll.

Assessing Contract for 2021 – The current assessing contract expires on 12/31/2020. The selectmen will ask Avitar Associates, the Town's current assessing company, to submit a proposed 5 year contract; other assessing companies will be asked to submit proposed 5 year contracts as well.

Town Hall Plans – The selectmen reviewed and discussed the current plans to redo the side entrance steps of the Town Hall. After a brief discussion, Steve will be in contact with the contractor to submit pricing for cedar material for the project.

Junkyard Letter 2nd Notice Follow-up – Cindy provided updated pictures on two of the properties that were sent the 2nd Notice letter. Samantha Jean, recipient of the 2nd notice, stated that she and her husband have been cleaning up the property and are working on getting rid of the tires. She also stated that they were able to get rid of the vehicles that have not been used. After further discussion with Samantha, the selectmen decided to do a follow-up in 3 months. Andrew Ware, recipient of the 2nd

notice, stated he is working on cleaning up the property and would like 2 more weeks to complete. The selectmen agreed and will follow-up with Andrew in 2 weeks.

Other Business/Correspondence:

The selectmen approved and signed a building notification for Map 16 Lot 211.

The selectmen reviewed and discussed the following correspondence:

- Notice of Public Hearing from the Town of Holderness re: a cell tower. The public hearing is Tuesday, July 14, 2020 at 6:15pm.
- Email from Avitar Associates regarding the Grafton re-valuation.
- Letter from Avitar notifying the Town that Mark Stetson, the Town's assessor is resigning at the end of this year.
- Approvals of Operation for the following properties: Map 11E Lot 497, Map 7 Lot 289-1 and Map 6 Lot 575-4
- Approval for Construction – Map 15 Lot 146

Public Comment:

Sandy Griffin commented that she appreciates the push to get things cleaned up.

Ed Grinley inquired if the Fire Chief has issued the bill for the illegal burn that occurred a few months ago. Steve stated that at this time, a bill has not been issued and that he will follow-up with the Fire Chief.

Ken Sherwood, referring to the junkyard ordinance, stated that vehicles are considered junk if they are not registered and unable to pass inspection.

Final Comments from Selectmen:

Jennie commented that she had a few housekeeping items that need to be resolved. They are as follows:

- No Dogs Allowed sign at the recreation field needs to be removed.
- The teeter-totter and swing-set at the Town Hall need to be removed and thrown away.
- General Government Maintenance person needs to be hired. After a brief discussion, the selectmen decided to post for the position.
- The Halford property needs to be resolved before winter. Steve commented that he spoke with Scott Sanborn last year about doing a survey. Steve will follow-up with Scott.

Cindy motioned to adjourn. Jennie second. Motion passed. Meeting adjourned at 7:40pm.

Respectfully submitted,

Sue Smith, Administrative Assistant