



Town Council Meeting Minutes

Thursday, June 10, 2021, at 7:00 PM, in the Matthew Thornton Room

Call to Order

Chairman Koenig called the meeting to order at 7:10 pm. Present at the meeting were Chairman Koenig, Vice Chair Rothhaus, Councilor Harrington, Councilor Healey, Councilor Hunter, Councilor Murphy, Councilor Woods, and Town Manager Paul Micali.

Pledge of Allegiance

Chairman Koenig led the Pledge of Allegiance.

Announcements

Upcoming Town Council Meetings:

- Thursday, June 24, 2021, 7:00 PM Regular meeting
- Thursday, July 15, 2021, 7:00 PM Regular meeting
- Thursday, August 19, 2021, 7:00 PM Regular meeting

Property tax bills were mailed on 5/26/21 and are due by July 1, 2021. Property owners who have not received a bill should contact the Tax Collector's office at 424-3651 for a duplicate bill.

The Assessing Department and Avitar Associates are conducting a revaluation of all properties in Town pursuant to RSA 75:8-a. Assessments in Merrimack are updated at least once every five years. Merrimack property values were last updated in 2016. The revaluation will update property values to reflect current market value. Residents will receive a notice of preliminary value by the end of June. They will have an opportunity to discuss their new property value by scheduling a phone hearing. Scheduling will be done online and instructions will be included in the letter. Phone hearings will be held in July.

Come and join the Merrimack Parks & Recreation Department on Friday June 11th at Wasserman Park at 8:30 pm for our first free movie night of the summer. We will be showing the movie "Finding Dory". Movie is open to both residents and non-residents and we will be giving out freeze pops to attendees.

Starting on Monday, June 21st; the Wasserman Park Tennis Courts will be getting repaired, resurfaced and then repainted. The work is expected to take 5 days to complete (weather depending) and the courts will be closed during this time.

We are 3 weeks away from the Town of Merrimack's 4th of July Celebration. On Friday, July 2nd; the Merrimack Concert Association will be holding their annual holiday patriotic concert at Abbie Griffin Park from 7:00 – 8:30 pm. Please note that the concert is on Friday July 2nd and not on Saturday July 3rd due to a conflict that the Merrimack Concert Association has on the 3rd.

The 4th of July Parade will take place on Sunday, July 4th and will begin at 1:00 pm. 2021 is a special year for the Town of Merrimack since we are celebrating our 275th birthday and we are hoping to make this year's parade extra special. Registration is now open to enter a float into the Parade; please contact the Parks and Recreation Dept.

This year; the Rotary Club of Merrimack has decided that due to COVID-19; they will NOT be offering their Annual Pancake Breakfast or their Family Fun Day.

1 The Annual Fireworks Display will take place on Sunday July 4th at 9:00 pm at Merrimack High
2 School. At this time there will not be any music or food at the High School before the Fireworks. For
3 questions contact the Parks & Recreation Dept at 882-1046 or visit them online at
4 www.merrimackparksandrec.org for complete details.

5 6 **Comments from the Press and Public**

7 None.

8 9 **Recognitions, Resignations and Retirements**

10 **1. Recognition of Technology Committee Members**

11 *Submitted by Town Council Chairman Tom Koenig and Vice Chair Finlay Rothhaus*

12 The Town Council recognized John Sauter and Kevin Cotreau for their volunteer service to the
13 Town of Merrimack as members of the Technology Committee. Neither John Sauter or Kevin
14 Cotreau were present. Chairman Koenig explained that the at the Town Council's last meeting
15 they voted to disband the Technology Committee but asked them to meet one more time with
16 the IT Director, Jonathan Dias, to create a working relationship so that they could be called on
17 to help out if necessary. Chairman Koenig proceeded to read their certificates of recognition
18 aloud and thanked them for their service.

19 20 **2. Recognition of The Honorable Chris Christensen and The Honorable Robert L'Heureux**

21 *Submitted by Rotary Club of Merrimack Member Brian Snow*

22 The Town Council recognized The Honorable Chris Christensen and The Honorable Robert
23 L'Heureux for their long term commitment to the Town of Merrimack as State Representatives
24 and volunteers. The following recognitions were read aloud:

25 26 **The Honorable Chris Christensen**

27 The Merrimack Town Council hereby recognizes the considerable accomplishments of The Honorable
28 Chris Christensen for over thirty years of excellent service to the Town of Merrimack and its business
29 and residential community. Representative Christensen has been an inspiring example of a dedicated
30 civil servant whose life has been spent improving the environment of our Town and the State of New
31 Hampshire.

32 Chris Christensen has rendered service to our municipality in other positions that have significantly
33 improved the Town of Merrimack. In 1990, he became the Town Trustee of the Trust Funds, a
34 position he has held for more than thirty years. Chris's interests and commitment to the Town of
35 Merrimack has taken many forms such as being a member of the Town Planning Board; working for
36 the Town Park & Recreation Committee including as Chairman; serving as Chairman of the
37 Merrimack 250th Anniversary Committee; and as a Member of the Board of Selectman including
38 being Chairman. Most notably, Chris led a financial campaign which raised over \$100,000.00 that
39 resulted in the creation of the Abbie Griffin Park and the Community Bandstand of Merrimack.

40
41 Commencing in 2000, Chris Christensen was first elected to the NH House of Representatives and was
42 then successively re-elected by the residents of Merrimack for a total of eight terms. During his
43 sixteen years of legislative work, Representative Christensen served as Chairman of the House
44 Committee on Resources, Recreation, and Development which oversees New Hampshire's natural
45 resources, conservation issues, control over water pollution, State Parks and recreational areas and
46 other issues concerning state property development. Representative Christensen also was active on
47 many other committees relating to environmental issues, outdoor recreation and international trade
48 during his legislative tenure in the State House.

49
50 Chris became actively involved in multiple charitable endeavors starting with the local chapter of the
51 Jaycees. In 1989, he joined the Merrimack Rotary Club and later received the Rotary Club President's

1 Award in 2013-2014 for his outstanding public service. Amazingly, he has faithfully achieved 32
2 years of perfect attendance. Further, Chris was specially involved in the annual rabies clinic which
3 provided a reduced cost for rabies shots for Merrimack residents that own pets.
4 Between 2004 to 2011, he greatly contributed to the St. Joseph Community Services as a member of
5 the Board of Directors. Thereafter in 2011, Chris was asked to serve as a director of the esteemed
6 “Meals on Wheels Program” and he has also actively participated as a volunteer delivering meals
7 throughout this past decade.
8 It is with a great deal of personal pride that the Merrimack Town Council commends Representative
9 Chris Christensen for his decades of outstanding personal contributions for the betterment of the
10 Merrimack community!

11 **The Honorable Robert J. L’Heureux**

12 The Merrimack Town Council hereby recognizes the considerable accomplishments of The Honorable
13 Robert J. L’Heureux for his many years of dedicated service in multiple capacities for the Town of
14 Merrimack. For example, NH House of Representative Robert “Bob” L’Heureux was elected to serve
15 the district from the Town of Merrimack for twelve terms covering 24 years. This is a remarkable
16 period of longevity.
17

18
19 His major and long-standing contribution to the Merrimack community has been in the realm of public
20 service. His various public endeavors have included service as: Merrimack Selectman; Merrimack
21 School Board Member; Merrimack Auxiliary Policeman; Merrimack Highway Safety Committee
22 Member; Merrimack Solid Waste Advisory Committee Member; Merrimack Library Building
23 Committee Member and Chairman of the Merrimack Cardboard Boat Races Committee. As a House
24 representative, Bob served as both Chairman and Vice Chairman of the Fish & Game Committee
25 during his tenure.
26

27 In addition to these substantial accomplishments to Merrimack, Bob was also the long time Treasurer
28 & Financial Secretary for the Notre Dame Knights of Columbus and as member and Chairman of the
29 Merrimack Crimeline.
30

31 Bob's love of the outdoors which includes hunting, fishing, boating & camping has been prominently
32 featured monthly on the locally televised media. His television program entitled "***Outdoors with Bob***"
33 has continuously aired for approximately 23 years on local public television. It is fair to say that
34 Representative Robert L'Heureux has had an incredible impact on the Merrimack community.
35

36 Bob is well regarded for being very thoughtful, ever civically minded and a cracker jack with
37 electronics, mechanical items and all types of sporting goods. It is with a great deal of personal pride
38 that the Merrimack Town Council commends Representative Robert J. L'Heureux for his more than
39 two decades of excellence working for the benefit of the Merrimack community!
40

41 **Appointments**

42 **1. Annual Review with the Planning Board**

43 *Submitted by Planning Board Chair Robert Best*

44 Per Town of Merrimack Charter Section 6-6, at least annually, there should be an annual
45 review with the Planning Board. This agenda item is to highlight the board’s significant
46 actions, current projects, anticipated actions, and to raise any concerns the Council should
47 know or could act on.
48

49 Planning Board Chairman Robert Best was present to provide some updates with the Council. He sadly
50 shared that on April 16th, Planning Board Vice Chairman Alastair Millns passed away after a long
51 battle with cancer. With his passing, there are now two full member vacancies and two alternate

1 member vacancies, with one vacancy being appointed tonight. Mr. Best then shared that the planning
2 board is beginning their next master plan, which will be adopted in 2023. The master plan looks at
3 everything in the community such as utilities, open space/recreation, transportation, housing and
4 developments, etc. and how these resources interrelate with each other.
5

6 Chairman Koenig shared that at the Town Council retreat, Council members brainstormed creating
7 some additional communication efforts to help the public understand the different committees in town,
8 what their responsibilities and actions are, and how these committees impact Merrimack. The goal of
9 this is to help educate the public and provide a more in depth look at the various committees in the
10 town. Mr. Best agreed that this is a great idea and he would be interested in partaking in this to
11 highlight what the Planning Board does.
12

13 **Public Hearing**

14 None.
15

16 **Legislative Updates from State Representatives**

17 Greetings, Town Councilors:
18

19
20 1.) [HB 236](#) (AN ACT creating a statute of limitation on civil actions relative to damage caused by
21 perfluoroalkyl and polyfluoroalkyl substances) passed in the House ***and*** Senate and is headed to the
22 Governor's desk.
23

24 2.) The Senate version of the budget ([HB2-FN Senate Amended Version](#)) includes a provision to
25 remove the exit 10 northbound and southbound toll booths by January 1, 2022. *See* page 183, section
26 #394 - #394-a. The Committees of Conference between the House and Senate have yet to take place
27 on the Senate version of the budget. The vote on the budget is expected on June 24, 2021.
28

29 Thank you for all you do.
30

31 Respectfully submitted,
32 Rep. Maureen Mooney (R-Merrimack)
33

34 **Town Manager's Report**

- 35 • The annual street sweeping program is complete. The program removes sand and debris from
36 the curb lines and edges of pavements for the Towns 180 miles of road and the municipal and
37 school parking lots.
38
- 39 • The Public Works Department is pleased to announce that our five summer engineering interns
40 have begun work for the Town. Four are working in the Administration Division working on
41 the stormwater program and assisting with engineering related tasks, and one is working in the
42 Wastewater Division to assist with the continued implementation and improvement of the Asset
43 Management Program.
44
- 45 • The Public Works Department would like to congratulate George King on his upcoming
46 retirement from the Town; George has been an Equipment Operator I for the Highway Division
47 for the last eight years.
48
- 49 • The Public Works Department would like to welcome Chris McKenna to the Highway
50 Division; Chris is working as an Equipment Operator I.
51

- 1 • The Baboosic Lake Road/Turkey Hill Road intersection improvement project is underway.
2 Today, Turkey Hill Road between Balsam and Baboosic Lake Road was closed to allow for the
3 construction. This stretch of Turkey Hill Road will remain closed through most of the project.
4 A detour route onto Joppa Road Extension is in place to guide motorists around the closure.
5 Glenwood Drive will be closed at Baboosic Lake Road. No traffic will be allowed in or out of
6 Glenwood Drive for the project duration.
7
- 8 • The contract to execute the reduced scope Phase III Upgrade at the Wastewater Treatment
9 Facility was signed and executed on May 19, 2021. The Phase III Construction Project is
10 scheduled to begin on July 5, 2021.
11
- 12 • The Town submitted Clean Water State Revolving Fund (CWSRF) Pre-Application for the
13 items removed from the Phase III Upgrade Project. The hope is to receive grant money should
14 the proposed infrastructure bill pass.
15
- 16 • A new Stormwater Multisector Permit was issued to WWTF – The Notice of Intent was
17 certified on May 21, 2021 As part of the permit we will be required quarterly to collect a
18 stormwater sample from four outfalls and evaluate each sample follows:
19 o Conduct a visual assessment of each of the samples.
20 o Analyze the samples for Chemical Oxygen Demand (COD), Total Suspended Solids
21 (TSS), and pH. This sampling and analysis requirement is a new component of this
22 permit.
23
- 24 • The team from Boston College that has been performing the sediment movement study since
25 the removal of the Pennichuck Dam will be performing some field work in the Souhegan River
26 next week. The Department of Public Works will give access to Professor Snyder and his team
27 to access the river through Watson Park but the gate will remain closed to the public. Their
28 work is expected to take two days.
29

30 **Consent Agenda**

31 None.
32

33 **Old Business**

34 **1. Updated COVID-19 Guidance**

35 *Submitted by Town Council Chair Tom Koenig and Vice Chair Finlay Rothhaus*

36 The Town Council to discuss the latest Covid-19 guidance as it relates to the Town facilities.
37

38 Chairman Koenig stated that since the Governor has recently dropped the emergency mandates
39 throughout the state of NH and many businesses are starting to change their mask guidelines, the
40 Council has to update guidelines for the Town to reflect these changes that are occurring in
41 Merrimack. Town Manager Paul Micali shared that he believes the Memorial meeting room will be
42 reopened to the public for committee meetings around July 1st. He also stated that Market Basket has
43 shared their vaccinated vs unvaccinated mask policies with him and the Council is free to use this
44 template and tweak it as needed. He also shared that NHDES is going to reevaluate face mask usage in
45 the next couple of weeks and will provide an update by the end of June. Mr. Micali is wondering how
46 the Council wants to proceed with vaccinated vs unvaccinated individuals, primarily to determine if
47 the Council want residents to decide on their own if they want to wear a mask or not, if unvaccinated
48 individuals should continue to wear a mask, etc. Mr. Micali also advised the Council to be cautious of
49 HIPAA requirements, as the Town does not have the right to ask unmasked people if they are
50 vaccinated.
51

1
2 Mr. Micali then shared that he plans on leaving the Plexiglass barriers up at the Financing Office and
3 Town Manager’s Office for protection of employees. Chairman Koenig stated that he is fine with
4 leaving the Plexiglass up and thinks the general suggestion of individuals wearing masks if that’s what
5 makes them most comfortable makes sense, but he has no intention of asking or challenging people to
6 prove that they are vaccinated. He believes that adults are free to make their own choices and the
7 Council does not want to police the public on this.

8
9 Chairman Koenig then stated that he would like to remove the seat blockings in the meeting rooms and
10 allow people to make their own decisions regarding social distancing. Vice Chair Rothhaus agrees with
11 Chairman Koenig, sharing that he thinks this is a personal responsibility. He would like to update the
12 policy template to say “we encourage people who have not been vaccinated to continue to wear a
13 mask” and remove the word “required” that Market Basket uses in their policy. Councilor Harrington
14 agrees with this, and suggested changing the word “required” to “recommended”.

15
16 Councilor Harrington then asked what the Council thinks of returning to normal seating for the
17 Councilors as opposed to the current spaced out seating currently in place due to social distancing.
18 Chairman Koenig is fine with moving the seats to their original spacing for the next meeting and is
19 leaving it up to individual preference if a Councilor wants to move closer or stay distanced. Councilor
20 Harrington asked if there needs to be a motion or agreement for these changes, in which Councilor
21 Woods agreed that there should be a formal motion for the record. Councilor Murphy wanted to clarify
22 if the guidelines the Council is recommending is compliant with the current CDC guidelines,
23 especially with guidelines pertaining to children. Town Manager Paul Micali was unsure as
24 departments typically do not interact with many children and the school has their own rules and
25 guidelines they set on their own.

26
27 **MOTION made by Councilor Healey and seconded by Councilor Harrington to update current**
28 **guidelines to include optional wearing of face masks for vaccinated individuals with the**
29 **recommendation for non-vaccinated individuals to continue to wear face masks, the removal of**
30 **the current distancing protocols for the conference rooms, such as Matthew Thornton and the**
31 **others, and the Town Manager will be responsible for determining the removal of the Plexi-glass**
32 **barriers where appropriate; this includes all public buildings with implementation starting**
33 **Monday, June 14th. MOTION CARRIES 7-0-0**

34
35
36 **2. Town Council Committee Assignments**

37 *Submitted by Town Council Chair Tom Koenig and Vice Chair Finlay Rothhaus*

38 The Town Council will determine committee assignments for the current year.

39
40 Chairman Koenig stated that there has been a recent request for Councilor Hunter to be added to the
41 Conservation Commission as the Council representative and have Councilor Murphy stay on the HB
42 737 PFAS Commission. The Council is in agreement to these changes.

43
44 **New Business**

45
46 **1. Committee Appointments**

47 *Submitted by Town Council Chairman Tom Koenig and Vice Chair Finlay Rothhaus*

48 The Town Council to consider appointing the following individuals to Town committees,
49 pursuant to Charter Article 4-8:

50 ➤ **James Devlin** – Parks and Recreation Committee (*Full member*)

51 ➤ **David Shaw** – Parks and Recreation Committee (*Full member*)

1 > **Jaimie von Schoen** – Planning Board (*Full member*)

2
3 **MOTION made by Councilor Woods and seconded by Councilor Harrington to accept the**
4 **recommendation and appoint these individuals to their respective positions.**

5 **MOTION CARRIES 7-0-0**

6
7 Mr. Shaw was present at the meeting and was sworn in by Chairman Koenig.

8
9 After the Committee Appointments, Chairman Koenig asked to break from the agenda to discuss the
10 Longest Day's Hotdogs for Alzheimer's event. This event has been going on for 6 years and will expect to
11 sell about 2,000 hot dogs this year. He highlighted how devastating this disease is for an individual and
12 how important this event is to contributing towards a cure for Alzheimer's. The proceeds from this event as
13 well as any donations received will go towards research for Alzheimer's. This event will run from 11am-
14 7pm on June 24th at 16 Baboosic Lake Rd and is managed by Bob Bergin and his dedicated team. Town
15 Manager Paul Micali stated that if anyone is interested in volunteering, please contact either the Town
16 Manager's office or Bob Bergin for more details to volunteer and sign up.

17
18 **2. Merrimack Village District (MVD) Requesting Letter of Support to NHDES – Well MVD**
19 **6 [Tabled at the May 27, 2021 Town Council meeting]**

20 *Submitted by MVD Board of Commission Chairman Don Provencher, Superintendent Ronald*
21 *Miner, Jr. and Jamie Emery*

22 The Merrimack Village District is seeking Town of Merrimack support in pursuing
23 Brownfields grant funding through the New Hampshire Department of Environmental Services
24 (NHDES) to assist in the remediation and monitoring of groundwater contaminants derived
25 from the former Merrimack Industrial Metals site, located at 734 Milford Road, that caused
26 adverse impacts (contamination) to the former MVD Production Well MVD-6.

27
28 Commission Chairman Don Provencher was present with Ryan Allen, Project Manager with Emery &
29 Garrett Groundwater via telephone to discuss the Council's interest in putting forth a letter to NHDES
30 for grant funding for the Brownfields programs, which is specifically for sites that have fallen wayside
31 due to contamination with the intention of improving these areas. In Merrimack, the area of interest for
32 this grant is the former site of Merrimack Industrial Metals, where there was some contamination years
33 ago that impacted Well MVD-6. If this grant could be used to clean up this site, MVD would be able to
34 work towards improving the water quality in that area as Well MVD-6 was previously the highest
35 yielding well that MVD had. MVD is here to ask for a letter of support for this grant. Mr. Allen then
36 spoke, sharing that there is significant contamination at this site that has contaminated the ground,
37 making the well unusable. With this funding, this property could be revitalized to the point where
38 development could occur on the property in the future.

39
40 Chairman Koenig wanted to clarify if the town should acquire the property and be on the title before
41 moving forward with future developments, in which Mr. Allen stated that first the state has to
42 determine if the property could receive funding for future projects. Currently, Merrimack Industrial
43 Metals still owns the property, but he is unsure how accurate this is or where the owner is. Town
44 Manager Paul Micali is wondering if the plan is to clean up the property to have the town take it over
45 after. He thinks it is premature to have the Council get involved at this moment as he is unsure of the
46 legal ramifications if they write the letter of support to the state regarding the cleanup as it is unclear if
47 the state will want the town to take over the project afterwards. Mr. Allen clarified that the
48 Brownfields grant is to ensure that the area can be cleaned up and not be the town's responsibility and
49 therefore the town would not be liable for the property.

1 Councilor Healey wanted to clarify the address, stating that 735 Milford Road is already being
2 followed by the EPA. She then stated that according to their website, the EPA attempted to clean up
3 the site from October-December 1999 and there is an EPA site contact On-Scene Coordinator named
4 Brett England. She is wondering if this area might already be a Brownfield and be further along with
5 the EPA than MVD expected. Councilor Hunter questioned if the area is 734 or 735 Milford Road as
6 the agenda lists 734 but the area Councilor Healey mentioned is 735. Vice Chair Rothhaus suggested a
7 meeting before the Council writes the letter to determine how this project would impact the town. Mr.
8 Provencher is in favor of this. Chairman Koenig asked Mr. Provencher if the meeting can be scheduled
9 before writing the letter or if NHDES needs the letter first, in which Mr. Allen said he will reach out to
10 NHDES to see if the meeting can be held first. He personally does not think this would be an issue and
11 is agreeable to having the meeting first.

12
13 Councilor Woods shared that when he worked at MVD, the main issue with Well MVD-6 was the
14 ground water contamination, the plumes of which were on the Merrimack Industrial Metals property.
15 He then stated that if MVD tried to pump the well without any treatment, the contaminants would be
16 drawn into the well. He recalls that Merrimack Metals could not pay for the treatment, so NHDES
17 made an agreement with MVD to set up the treatment, but MVD could not complete the treatment
18 because there was no money for it at the time. He is curious where they money is for this now. Mr.
19 Provencher shared that Jamie Emery brought this to their attention after realizing there was funding
20 available and there could be opportunity for this property. He unfortunately does not know much more
21 than this, and would like to meet with NHDES to determine the benefit of revitalizing this area. He
22 sees the main benefit being the potential to re-open MVD Well-6 in the future, but would like to
23 discuss more opportunities with NHDES to make an informed decision ahead of time. He wanted to
24 ensure that the Council has an interest in this as well before moving forward with this project. He then
25 said that if this project does not seem like it would pan out as they had planned, they can decline the
26 funding. Mr. Allen then shared that they do not have to apply for this funding if the Council does not
27 think this would be a good decision for the town.

28
29 Councilor Healey stated that she is confused by this because according to the EPA's site, the EPA is
30 already involved in this property and it should already be on the list of Brownfields sites, so she is
31 unsure what this funding would be for. Mr. Provencher thinks that there is perhaps funding available
32 now that was not available in the past, and Chairman Koenig thinks that this funding would get the
33 area reactivated again. Vice Chair Rothhaus believes that originally, PC Connection was going to
34 expand parking and pave over the area, so he thinks this change might be funding specific as PC
35 Connection never went through with their project. Councilor Harrington shared that she is in support of
36 an initial discussion with no commitment on the Council to help answer questions they may have prior
37 to writing the letter of support. The Council is in agreement to scheduling a meeting with NHDES and
38 MVD to go over their questions before proceeding to the next step.

39 40 **3. 3rd Quarter Financial Review**

41 *Submitted by Finance Director Thomas Boland*

42 Finance Director Thomas Boland will review the key financial information of the quarter
43 ending March 31, 2021.

44
45 Finance Director Thomas Boland began his presentation by stating that financially, the town is in good
46 shape and has sufficient appropriations to manage the operations of the town through the fiscal year.
47 He wanted to highlight that this budget was prepared in late 2019 and approved in early 2020 before
48 the pandemic began.

49
50 Mr. Boland then presented a PowerPoint on some financial trends over the past several years,
51 beginning with health insurance cost comparisons over the past 12 years for full time employees. Town

1 Manager Paul Micali wanted to share that the census for this is ever changing as some employees may
2 get married or have children which impacts their insurance plan costs. Mr. Boland stated that the
3 budget for the full fiscal year for health insurance for fiscal 2021 is \$3.4 million, so at about \$2.4
4 million through the first 9 months the town is at about 70%, so there will be some savings in this area.
5 Additionally, he just received the renewal rates for fiscal years 2021 and 2022 and the rates have
6 slightly declined.

7
8 The next slide showed information on the NH Retirement System Comparison, which showed that the
9 rates have slightly increased over the years but this is not alarming as it was budgeted for. Mr. Boland
10 then shared that next year there will be a slight jump since the rates have increased due to larger
11 retirement contributions.

12
13 The next slide highlighted overtime costs, with the focus mostly on the fire department. There was a
14 significant spike with the fire department's overtime due to Covid-related issues such as excess
15 emergency calls, additional need for staff coverage due to employee illness or quarantining, staff
16 helping cover shifts at vaccine clinics, etc. Town Manager Paul Micali wanted to reiterate to the
17 Council that the overtime was budgeted for and that these expenses have to be gross appropriated,
18 which is why the numbers look so high. For some of these expenses, such as the vaccine clinics, the
19 town was reimbursed, and FEMA also reimbursed a lot of Covid-related expenses from the fire
20 department to off-set this.

21
22 The next slide showed that police overtime has been down, mostly due to more staffing and less
23 overtime compared to the past. Similarly, Communication, Highway, and Solid Waste departments
24 were similar to the police department for the same reasons. Town Manager Paul Micali wanted to
25 clarify that they had previously budgeted for police to have higher overtime rates in the past years due
26 to additional training and they anticipated that the training would be resolved by this year and
27 eliminate any staffing issues, resulting in the decrease in overtime for this year. Mr. Boland then
28 shared that there were slight increases for buildings and grounds due to excess cleaning due to Covid
29 protocols.

30
31 The next slide showed Electrical Kilowatt comparisons from previous years, which showed that most
32 departments showed a small increase in kilowatt usage whereas some departments, like parks and rec
33 and libraries, had less usage due to being shut down from Covid last year. Town Manager Paul Micali
34 shared that there have been LED lighting upgrades in some buildings so there should be a decrease
35 seen next year.

36
37 Next was Natural Gas Therm usage, which was similar to the electricity slide and was notable for a
38 slight uptick in most departments that were opened during Covid, with less usage in departments that
39 were closed at the time.

40
41 The next slide showed Revenue comparison, which showed that auto registrations are up from the prior
42 year. Additionally, interest-pooled cash is down significantly due to the dive in interest rates from
43 Covid. Building permits show a slight downtick, but Mr. Boland states that there has been an increase
44 in development projects the town the past two months, so they are back on track. Mr. Micali shared
45 that overall, the town is in very good financial shape and he predicts another strong year. He stated that
46 he appreciates the finance team for what they do and shared that the team does as much as possible in
47 regards to finding grants and ways to help offset some expenses, and he is grateful for all their efforts
48 maintaining the town budget.

1
2 **Minutes**

3 Approve the minutes from the following Town Council meetings:

4 ♦ May 13, 2021

5 **MOTION** made by Councilor Healey and seconded by Councilor Murphy to approve the
6 minutes of May 13, 2021 as written. **MOTION CARRIES 6-0-1**

7
8 ♦ May 27, 2021

9 **MOTION** made by Councilor Harrington and seconded by Councilor Healey to approve the
10 minutes of May 27, 2021 as modified. **MOTION CARRIES 7-0-0**

- 11
- 12 • Councilor Healey: Page 2, line 2: replace “this time” with “that time” as it is past tense.
 - 13 • Page 2, line 11 and 15, spacing is off, indenting issues.
 - 14 • Page 5 line 20: “wants to update this to reduce the scope down” remove the word “down”.
 - 15 • Page 5 line 48: “forested area adjacent to the home along Eagle Drive” should be Falcon Drive.
 - 16 • Page 6, line 17: “councilor Healey shared that when the Council went to visit the property” it
17 was just her, not the Council. Change it to say “when she went to visit”.
 - 18 • Page 9, line 8: “near the town line BB Lane” should say “BeeBee lane”.
 - 19 • Page 9, line 39: “for services, for tick control” should say “of” in place of “for”. Update motion
20 as well.
- 21

22 **Comments from the Press**

23 None.

24
25 **Comments from the Public**

26 None

27
28 **Comments from the Council**

29 Vice Chair Rothhaus shared that he drove by Pete and Nancy Gagnon’s home over the weekend and he
30 saw Dave Gagnon putting up the sign for the celebration of life for Pete and Nancy. He wanted to pass
31 the information along that the celebration will take place June 26th at noon time at their house. All are
32 welcome to show up.

33
34 Vice Chair Rothhaus also wanted to share that Fidelity did an amazing job with their vaccine clinic.

35
36 Councilor Healey shared that as part of the 275th commemorative activities, the committee created a
37 cookbook, which is now available at Town Hall in the Town Manager’s office for \$20.

38
39 Councilor Harrington wanted to consider the upcoming 20th anniversary of 9/11, she suggested
40 planning something to honor this day. Town Manager Paul Micali said that this is already being
41 planned out by Matt Casparius.

42
43 **Adjourn**

44
45 **MOTION** made by Councilor Woods and seconded by Councilor Healey to adjourn the meeting.
46 **MOTION CARRIES 7-0-0**

47
48 The meeting adjourned at 9:35pm.

49
50 Respectfully submitted by Jennifer Steagald