

**Board of Selectmen Meeting
December 23, 2019
9:00 AM
Town Hall—6 Elm Street**

Minutes of the Selectmen's Meeting of December 23, 2019

Selectmen Attending: Patrick A. Briggs, Allen Daggett, and Sheila Matthews-Bull

Selectman Absent: Edward W. Hutchins

Others: Michael Claus, Arlene McMurray, Nina Pearlmutter, Laurie A. Smith

1. Call to Order.

Chair Daggett called the meeting to order at 9:00 AM.

2. Approve the December 12, 2019, selectmen meeting minutes.

Motion by Selectman Briggs, seconded by Selectman Matthews-Bull, to approve the December 12, 2019, selectmen meeting minutes. **Vote:** 3-0

3. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.).

There were no comments.

4. Consider authorization for an EPA Grant.

Town Manager Laurie Smith explained that Nina Pearlmutter of the Shade Tree Committee would like to purchase software with an EPA Grant.

Public Works Director Michael Claus said that the software would go to Bartlett Tree Experts to do the tree inventory instead him or Nicole having to do it.

Ms. Pearlmutter said she found out that the Board does not need to write an authorization letter to apply for the grant, but there needs to be an educational component to qualify. She needs to find out how to include an educational component with the school, but they are closed for the holidays. She said John Ripton has an educational class for the community at the library, and they can even educate tourists.

The grant application is due January 6. Ms. Pearlmutter said they may need a System for Award Management (SAM) number which could take a month to get.

Ms. Smith said the question is whether the Town can apply for a grant. The Town's cost share must be within the current budget for this current year.

Motion by Selectman Briggs, seconded by Selectman Matthews-Bull, to give Ms. Pearlmutter authorization to proceed with applying for the EPA Grant as long as the

matching funds are in the Town's current budget and no additional funds are needed.

Vote: 3-0.

If the Town is successful in acquiring an EPA Grant, the Board would like to see it first before it is approved.

5. Accept three donations from the Flynn Family Foundation.**a. Donation of \$2,500 to the emergency fuel fund.**

Motion by Selectman Briggs seconded by Selectman Matthews-Bull to accept the \$2,500 donation from the Flynn Family Foundation to the emergency fuel fund.

Vote: 3-0.

b. Donation of \$2,500 to the emergency food fund.

Motion by Selectman Matthews-Bull, seconded by Selectman Briggs, to accept the \$2,500 donation from the Flynn Family Foundation to the emergency food fund.

Vote: 3-0.

c. Donation of \$2,500 to the nurses' general account.

Motion by Selectman Briggs seconded by Selectman Matthews-Bull to accept the \$2,500 donation from the Flynn Family Foundation to the nurses' general account.

Vote: 3-0.

6. Other Business.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to give the town manager a \$5,000 Christmas bonus. **Vote:** 3-0.

Motion by Selectman Matthews-Bull, seconded by Selectman Briggs, to take the money for the Town Manager's Christmas bonus out of the Selectmen's contingency fund. **Vote:** 3-0.

7. Approve the December 23, 2019, Treasurer's Warrant.

Motion by Selectman Briggs, seconded by Selectman Matthews-Bull, to approve the December 23, 2019, Treasurer's Warrant. **Vote:** 3-0.

8. Adjournment.

Motion by Selectman Briggs, seconded by Selectman Matthews-Bull, to adjourn. **Vote:** 3-0.

The meeting adjourned at 9:23 AM.

Submitted by Arlene McMurray, Administrative Assistant