

**Minutes**  
**Select Board Meeting - Town Office**  
**Thursday, March 26, 2020 – 6:00 PM**

Richard Murray III    Kimberly Clarke    James Dutton (via Zoom virtual meeting)

Thomas Klinepeter    Thomas Kingsbury (in person)

Klinepeter called the Select Board Meeting to order and declared a quorum. He noted that this is the first “Zoom” virtual Select Board meeting. The Pledge of Allegiance was conducted.

Kingsbury made a motion to approve the Select Board meeting minutes of March 12, 2020, which was seconded by Dutton and passed unanimously.

Kingsbury made a motion to approve the Select Board meeting minutes of March 16, 2020, which was seconded by Dutton and passed unanimously.

Dutton made a motion to approve and sign the Facilities Use Agreement with Fryeburg Recreation Department, Inc., which was seconded by Kingsbury and passed unanimously. Haley (in-person) explained that this was needed since the Rec. Director operates out of a non-town owned building. Attorney Hark drafted this and it has been approved and signed by Fryeburg Rec. Inc.

Haley noted that it was mentioned at the previous meeting to follow-up on the potential Community Concepts Finance Corp Loan Program. Clarke is not in favor of proceeding with this currently since business are facing other difficulties and there are additional loan programs available. Kingsbury and Klinepeter both concurred. Murray made a motion to table this indefinitely, which was seconded by Dutton and passed unanimously.

Kingsbury made a motion to accept a \$1,000 donation from Bill Housum Jr. for the Police Department, which was seconded by Clarke and passed unanimously. Chief Potvin (via Zoom) explained that this was a general and generous donation.

Kingsbury made a motion to appoint election workers for a 2-year period to expire on April 30, 2022, which was seconded by Clarke and passed 4-0-1 (Klinepeter abstained).

Haley provided COVID-19 updates. She noted that Town buildings are closed to the public and staff is staggering shifts. This will continue to April 8<sup>th</sup> at this point. She also highlighted some issues that the town is now presented with. Notably is the question from residents asking whether there will be an extension to the April 15<sup>th</sup> tax due date or a waiver in interest on non-payment. Haley confirmed with legal services that since the tax due date and interest rate is set by a Town Meeting vote, the Town is obligated to adhere to that. She advised that General Assistance, poverty abatements or small business loans may be possibilities for those who are struggling.

Fire Chief Dufresne noted that people needing help can reach out to Fryeburg Community Aid. He had been working with Rescue and they currently have a good supply of PPE. He continues to monitor EMA & CDC information.

Town Manager's Report & Finance Report: Haley provided her report which consisted of meeting dates and other important date reminders. The bank balance is currently fine and revenues are being tracked. Kingsbury made a motion to accept the Town Managers Report and Finance Report which was seconded by Clarke and passed unanimously.

Other business as appropriate: All of the Select Board members made a point to thank the Town employees for their work to keep the town going. Clarke noted that the coronavirus issue highlights the need for better and increased broadband in Fryeburg and that this should be a board priority. Murray asked people to confirm that they are getting accurate information from accurate sources. He also said there is an option for businesses to get a determination from the state about whether they are essential. Klinepeter commented about how this may affect the budget.

Public Forum: Chief Potvin relayed his Department efforts to practice good hygiene, social distance, and utilize PPE. John Wiesemann commented about his working routine and specifically noted that he has been meeting with people about upcoming building projects. Dufresne also spoke about the new online burn permit system that is free.

Kingsbury made a motion to approve Payroll Warrants #74 & 76 and Accounts Payable Warrants 75 & 77, which was seconded by Dutton and passed unanimously.

There was a discussion about signing documents in light of doing virtual meetings. The chair already has the authority to sign warrants. Dutton made a motion to have the Chair, or Vice-chair in the Chairs absence, have the authority to sign necessary documents on behalf of the Select Board. Clarke seconded the motion and it passed unanimously.


Kingsbury made a motion to adjourn, which was seconded by Dutton and passed unanimously.

Date:

2/9/20

Richard Murray

Tom Klinepeter



Thomas Kingsbury

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Jim Dutton

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Kimberly Clarke

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