

Town of Canterbury  
Selectmen's Meeting  
December 20 2021

Selectmen Present: Cheryl Gordon  
Bob Steenson  
Town Administrator: Ken Folsom

The meeting was called to order at 5:00 PM.

**Administrative**

Cheryl made a motion to sign the accounts payable manifest in the amount of \$142,553.58. Bob seconded the motion. All in favor by roll call, motion carried.

Cheryl made a motion to sign the Payroll Manifest in the amount of \$60,731.04. Cheryl seconded the motion. All in favor by roll call, motion carried.

**Minutes**

The Board reviewed the minutes of the December 6, 2021 meeting. Bob made a motion to approve the minutes as amended. Cheryl seconded the motion. All in favor by roll call, motion carried.

**Appointments**

**Town Clerk/Tax Collector Sam Papps**

Sam distributed the delinquent tax report. Sam explained that beginning in January, his hours will be expanded. The Town Clerk/Tax Collectors hours will be:

- Monday 9–3
- Tuesday 12-7
- Wednesday 9–3
- Thursday 12-7

Sam discussed with the Selectmen an applicant for the Deputy Town Clerk/Tax Collectors position. The Selectmen instructed Sam to continue with the hiring process, including setting up an interview with the Selectmen.

The Board thanked Sam.

**Road Agent John O'Connor**

John reported the backhoe is still at Beauregard's having the brakes replaced, they are waiting on parts.

John stated that a minor accident happened with Truck #7 while plowing last weekend.

John reported that the trailers that have cardboard and mixed paper are full. John contacted the recycling center in MA that we use, he was told that they haven't emptied the other trailers that were picked up and are unsure of when they will be emptied.

The Board thanked John for attending.

#### Police Chief Mike Labrecque

Mike distributed the Department's monthly statistics. Mike reported that Officer Mills passed the PT test and will be going to the Academy in January or February. Mike reported that Officer Crotty received notification that the National Guard is in the process of activating their MP's to help out at the prison. Officer Crotty has filed a hardship on behalf of the Town with hopes that he won't be called.

Mike update the Selectmen on the progress of the replacement of the floors in the lobby of the municipal building. He is pleased with the progress and stated that Concord Carpet is doing an excellent job.

The Board thanked Mike for attending.

#### Fire Chief Mike Gamache

Mike distributed the Department's monthly statistics. Mike reported that on December 13<sup>th</sup> they held a swearing in ceremony and would like to make this an annual event.

The Governor announced that another COVID-19 Vaccination Clinic (Booster Blitz) on January 8<sup>th</sup>. He has sent out the notice to his members to see if any are interested in participating.

An ice rescue training was held on December 18, 2021 on Kimball Pond with the Towns of Boscawen and Loudon.

Mike reported that he has been working with Ken on 2 AFG grants, for the FY 2022 Volunteer Fire Assistance Grant (AFG), a 50/50 match, FY2021 AFG for radio replacement – a 5% match, and the FY 2021 AFG for E-3 replacement estimated cost is \$650,000.

Mike explained that he will addressing the inactive members after the New Year.

All members are taking COVID precautions on all medical calls.

The Board thanked Mike for attending.

#### Library Director Rachel Baker

Rachel explained that in-person programming continues to be popular with the virtual format available. In-person library use is up with 568 patrons using the Library in November and 1,385 materials circulated.

Rachel reported that the ARPA #2 grant was awarded in the amount of \$10,702. This will fund the air purifiers and a whole building sound system with outdoor capability. An additional \$2,000 was awarded from the NH Charitable Association.

Devine Flooring will be replacing the floors in the conference room, Directors Office and bathrooms. The library will be closed for 3 days because the toilets will be removed.

### **New Business**

The Selectmen reviewed the minutes of the Concord Regional Solid Waste Committee meeting.

Ken reported that the Energy Committee has completed the level 1 energy audits at the Library and Meeting House and will be working with Unitil to review lighting at the Municipal Building. Ken will forward the audit report to the Selectmen including the associated costs to complete the proposed changes in lighting, etc.

The Selectmen will be having a budget work session on December 30, 2021 at 10:00 PM at the Sam Lake House.

Cheryl made a motion to adjourn the meeting at 6:50 PM. Bob seconded the motion. All in favor by roll call, motion carried.

The next scheduled meeting will be January 3, 2022, at 5:00 PM at the Meetinghouse.

Respectfully submitted,

Jan Stout  
Administrative Assistant