



Town of Monroe

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Selectmen Meeting Minutes
March 24, 2020

The meeting was called to order at 7:00 p.m. by John Blanchard.

Selectmen Present: John Blanchard, Justin Bradshaw, Oren Remick

Public Present: PJ Blanchard, Maynard Farr

1. Approved Minutes from March 17, 2020. Oren moved to approve the minutes as written. John seconded the motion and it passed unanimously.
2. Public input.
 - a. Maynard Farr stated he is willing to be the Emergency Management Director and will do the Emergency Management Plan update. Justin moved to approve Maynard Farr as the Emergency Management Director and John seconded the motion. The motion carried unanimously.

Maynard stated a letter will need to be sent to Paul Hatch stating his appointment. He further noted he has a contract to be signed with MAPS Mapping and Planning Solutions (June Garneau). The project will be done in September of this year. In addition, Maynard will obtain the form for a 50% grant for the project.

3. Any updates on COVID-19 Virus. Steve Sherman called in to talk to the Board of Selectmen regarding his concerns and suggestions for dealing with the COVID-19 virus and the Town's response. Steve suggested the Town needed to look at the continuity of

operations while limiting access to town buildings. There are resources available to obtain the necessary personal protection devices such as the North County Health.

Justin questioned if the Planning Board (of which Steve is a member) had any plans to cancel the next meeting scheduled for April 7th. Steve noted he and Glenn will have a discussion on whether to have a call in meeting or cancel it. People can call the Town Office if there are questions.

After further discussion the following precautions were put into place:

1. Town Offices will be closed to visitors – signs will be posted requesting people to call in to make appointments.
 2. Plexi glass will be placed on the Town Clerk’s window to help protect her.
 3. Facebook and the website will be utilized to update citizens.
 4. April 18th Large Trash Day is cancelled. Diane will contact Pete’s Rubbish.
 5. Highway Department personnel will alternate weeks to distance themselves. If a storm comes in, each will have their own truck for plowing. Overtime will be limited.
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4. Updates on Current Projects
 - a. Library Floor – need to put bid together for this
 - b. Library Lights – need to put bid together for this.
 - c. Gym Floor replacement. Contract needs to be redone to increase the scope to smooth out the highs and lows on the floor.
 - d. Redoing the Kitchen Cabinets/countertop – Kurt is okay to do the countertops. Cabinets will be done later.
 - e. Unlicensed Vehicles – still looking into the best way to handle this.
 - f. Cell phones or stipend – Will be ordering pagers to be used.
 - g. Recycling - need to meet with them to determine what to do going forward.
 5. Discussion regarding Off Highway Recreational Vehicles (OHRV) – Justin stated he had done some research on this and pulled information to be reviewed. He noted a policy for Monroe will be put together going forward.
 6. Items for approval:
 - a. Request to transfer funds for School payment – approved.
 - b. Building permit – on hold. Need additional information.
 - c. Salary changes approved at Town Meeting – approved.
 - d. Revised letter of offer for Kurt Duvall – approved.

- e. Community Public Water System Emergency Plan 2020 – to be reviewed.
- f. Proposals for Security System Monitoring and Video Camera Maintenance Renewal from Johnson Controls – on hold.
- g. Final Equalization Ratio letter from DRA – approved and filed.

John moved to adjourn the meeting and Oren seconded the motion. The meeting adjourned at 9:30 p.m.

Respectfully Submitted,
Diane L. Gibson Smith
Administrative Assistant