

Town of Benton
Select Board Meeting
Monday March 16, 2020

Select Board Members: William R. Darcy, Chair; Regina Elliott; Carol Vincelette

Also Present: Dwight Swauger, Treasurer; Joe Boutin, Jr., road contractor.

These draft minutes of the Town of Benton Select Board are believed accurate and correct, but they are subject to additions, deletions and corrections by the Select Board at the next meeting when the Board votes its final approval of the minutes. These minutes are made available at this time to conform to the requirements of New Hampshire RSA 91-A:2.

The meeting was called to order by Chairman Darcy at 6:30 PM.

Member Elliott moved approval of the March 2, 2020 Board minutes, seconded by Member Vincelette and approved.

Member Vincelette nominated William Darcy to be Chairman of the Selectboard, seconded by Member Elliott and approved.

Member Elliott moved designation of William Darcy as the Selectboard's ex officio representative on the Planning Board, seconded by Member Vincelette and approved.

The Board had a wide-ranging discussion of broadband internet, including grant opportunities for development, conversations with Lara Saffo, the NHEC petition for them to assist with implementation, the need to get a list of broadband providers for a request for proposals, etc.

The Board reviewed again the proposed Town Hall rental agreement and upon motion by Chairman Darcy and seconded by Member Elliott, approved the rental agreement attached to these minutes.

The Chairman noted some of the important post-Town Meeting DRA forms have been uploaded to the portal, including the MS-232.

Chairman Darcy noted in the last full audit the auditors noted the need for the Board to formally adopt a salary schedule for employees, which in our case is elected officials with an annual stipend, so he moved approval of the attached salary schedule, seconded by Member Elliott and approved.

Treasurer Swauger reported there was \$260,505.31 in the operating account and \$383,170.85 in the ICS account. The Board signed a few checks prepared by the Treasurer. The Board discussed reconciliation of bank account statements with our spreadsheet.

The Board held a long discussion of impact of the Wuhan Virus (Covid-19) on Town operations, including consideration of advisories from the NHMA and Attorney General and Governor Sununu's executive orders. Many in town government are in the most vulnerable age group or have challenged immune systems and efforts must be taken to protect them as well as other town residents who participate in town affairs. Remote meeting technologies and methods to process bills and checks without meetings were discussed but no decisions were reached.

The Board discussed Town Meeting follow-up tasks that needed to be accomplished in the year ahead, including an investment policy and implementation of the warrant articles approved at the Town Meeting. One of those tasks was to contract for new tax maps. Chairman Darcy moved that the Selectboard authorize the Tax Collector to contract with a vendor for new tax maps for a sum not exceeding \$1,000. The motion was seconded by Member Elliott and approved.

The Board was presented with an application for an elderly tax exemption from a town resident.

The meeting was adjourned at 7:24 PM.

BENTON TOWN HALL RENTAL APPLICATION AND RULES OF USE

Date Submitted: _____ Date & Time of event: _____

Name: _____ Contact number: _____

Address: _____ Email: _____

Detailed Description of event (to include estimated number of attendees, setup/layout and any entertainment):

1. Rental fees are \$50 per day during seasons when heat is not required, \$75 per day during seasons when heat is required.
2. The facility is to be left in the same condition as found prior to the rental; including tables & chairs
3. A security deposit of \$25 is required in addition to the rental fee, due upon application. The security deposit will be returned after the key has been returned and the hall has been verified to be in the same condition as prior to rental. Failure to clean the hall and/or damage to the hall will be deducted from the security deposit.
4. All trash and/or materials must be removed immediately after the use of the hall, by the renter.
5. Any damage caused by the renter or persons in the renter's party will be the responsibility of the renter and the renter may be billed for damage to Town property.
6. Any damage must be reported immediately to the Town;
7. No smoking in Town Buildings.
8. No open flames or fires in or on Town Property.
9. No pets allowed; except registered service animals.
10. The refrigerator and stove belonging to the Town of Benton may be used by the renter or their party; and left in clean condition immediately after the rental.
11. All doors and windows must be closed and locked at the end of the rental.
12. Lights will be turned off prior to leaving the building and thermostat will be turned down to 55 degrees.

- 13. Any special equipment required is the responsibility of the renter.
- 14. The key to the Town Hall may be picked up from the Town Clerk before the rental and must be returned the following Monday evening, unless other arrangements are made prior to the rental.
- 15. Failure to abide by these rules will result in the renter being banned from the future use of the facility.
- 16. The Town of Benton reserves the right to cancel any reservation at any time for emergency use.

The renter hereby agrees to release and hold harmless the Town of Benton, its employees and agents from any liability or personal injury, or loss or damage to personal property, which may arise in any way by the use or occupancy of the Benton Town Hall. I certify that I have read the Town Hall Rental Application and Rules of Use and will see that my activity will abide by these rules. I understand that I am responsible for lost, stolen and/or damaged equipment at the Town Hall and the conduct of the attending group. I understand that I and my party must abide by all rules, regulations, policies and procedures as they may apply to my rental. My signature further indicates that I have read this statement and certify that all of the information herein is true.

_____ Applicant Date

OFFICE USE ONLY:

Fee: \$50 \$75 (circle one) Security deposit: \$25

Collected by: _____ (Please Print) Date:

Selectboard approval: _____ Date: _____

2020 Benton Stipend Schedule

Selectboard Chairman	\$3,500
Selectboard Member	\$1,500
Treasurer	\$1,500
Tax Collector	\$2,000 plus statutory fees
Town Clerk	\$2,000 plus statutory fees
Surveyor of Wood & Lumber	\$300