

## **BOARD OF SELECTMEN MEETING**

**March 5, 2024**

### **MINUTES**

**Present:** Shawn Talbot (Chair), Jason Somero (acting chair until 5:20), Lou Alvarez, Debbie Deaton (Town Administrator)

Also present: Joe Woodworth

#### **5:00 Open Meeting with the Pledge of Allegiance**

#### **5:01 Parks & Rec:**

Present: Mindy Buxton (Parks & Rec Director), Lyla Buxton (Summer Camp Coordinator/Counselor)

- Mindy stated the basketball season went well. They are going to try out a 3<sup>rd</sup> & 4<sup>th</sup> grade travel basketball program. They have authorization to use the Highbridge gym for this.

- The U19 soccer team is going to Florida. Mindy has spoken with Primex regarding this trip and is meeting all of their requirements for insurability. The Mascenic soccer coach has been working on all the requirements to make this trip work. The cost for the trip is totally covered by donations. They have received \$10,000 in donations already. The trip is May 25<sup>th</sup> through the 27<sup>th</sup>. She is also working on Parks & Rec by-laws.

- Mindy would also like to move forward with a walking rail around the park and would like to begin by flagging the trail. There will be signage at the entrances of the trail with rules (dogs must be on leashes, etc.). There should also be a trash receptacle at each end. Jason and Lou agreed this should not be a problem and authorized Mindy to proceed. Jason added he thinks a lot of parents would appreciate this.

- Mindy also stated she would like to move forward with the pavilion. She stated this has been discussed for years and would like to see it completed. She stated Josh Alix has spoken with a company that engraves bricks. They would like to sell the bricks as a fundraiser. The bricks would be used as a walkway from the park to the pavilion. She will also be calling companies to see if they would be willing to donate materials and/or services to construct the pavilion. There are also other fundraising efforts that would be done. Jason and Lou agreed Mindy can move forward with this.

- Jason asked if the Patriotic Purposes Committee can have a line item in Parks and Rec for donations. Debbie will ask the auditor. Mindy said she was fine with this.

- Mindy said there are many upgrades and repairs at the park this year. They will be removing bushes and brush. The café needs to be moved off the building it is connected to. They will need to have the electricity cut off to the café to move it (the funds will come from revolving). The building will be moved to a location where the field can be seen from the café.

- Lyla Buxton (Summer Camp Coordinator/Counselor) showed a detailed PowerPoint presentation (attached) for all the activities she has planned for 3 weeks of summer camp (6/17-21, 6/24-28 and 7/8-12). The age groups are rising 1<sup>st</sup> graders and rising 4<sup>th</sup> graders. There will be 2 full-time and 1 part-time counselor present each day during camp. She has coordinated with the Pool Director for swim time during the camps. Each week has a theme for activities and snacks. All activities are scheduled.

Lyla added she has AED, CPR and Narcan certifications as well as other certifications.

Shawn said it was a great plan. The Board agreed and thanked Lyla for the presentation.

#### **5:40 Round Table Discussion:**

- Debbie said she has received the quote from Inception Technologies for the preservation of cemetery records/maps as well as the old birth records. The cemetery cost is approximately \$1,089 which was authorized by the Trustees of the Trust Funds to come out of the Cemetery Capital Reserve and the birth records were approximately \$1,200. Debbie has emailed the Cemetery Trustees and received a “go-ahead” from one of them. She is still waiting on a response from the other member.

The project (old tax records in the basement) that was started a couple of years ago was only half done because we had reached our dollar threshold for preservation. Debbie spoke to Jeff at Inception stating the quote for the tax project was \$3,500 and they stopped at that amount but only half of the project was completed. The remaining cost would be another \$3,500 because they underestimated the number of pages. Jeff said he would look and see what they can do regarding this.

- The Board reviewed and approved the following policies and procedures:

Application for Appointment, Background Check Policy, Volunteer Policy, Right To Know-91A Policy. Debbie will scan them and upload them to the website as well as email them to all board and committee chairs and admins.

- Old Tenney Road update-Peter has ordered “No Thru Trucks” signs but has not received them yet. Debbie also said she had spoken with Tim Jones regarding the possibility of paving Old Tenney Road. He said he thought he remembered former Selectman David Lage saying Old Tenney Road cannot be paved. Debbie emailed David who replied he had said Old Tenney is the quintessential country road and shouldn’t be paved. She added the residents don’t want the road paved. Jason said there had been no discussion regarding paving Old Tenney Road. Debbie said she thought Jason had said it was being considered for 2025.

- Debbie shared Chief Abel’s email stating he would like another confirmation to hire 2 former officers as part-time employees. Jason made a motion to confirm the hiring of Marc Frederick and Tyler Swenson as part-time officers. Lou seconded the motion and it passed unanimously.

- Debbie gave the Board a follow-up on Warwick Mills. Mark & Peter said they went through Building 2 and Warwick has expanded the amount of space they have been using (almost the whole building-both floors). Also, their lease agreement states they should have been paying \$2,000 since July 2023 and have only paid \$1,500. The board would like Debbie to send an email to Mr. Howland letting him know they are in breach of their agreement and we need an updated insurance form as well as the signed copy of the agreement. They will also need to send a check for the past due amount (\$5,000). Debbie will draft a letter for BOS approval and email Mr. Howland.

- Debbie told the Board she had training yesterday with BS&A, Nancy & Carlene had training today and Mindy is training on Thursday. We will have one day of training left.

- Jason said Peter has questions regarding BOS approval on expenditures and quotes. For example, he had to do an emergency repair on one of the dump trucks and it was approximately \$13,000. He had called a couple of places and they couldn’t do the repair quickly so he went with the company who could do the repair quickly. There was some discussion regarding this and it was decided planned purchases require 3 quotes, if it isn’t possible to get 3, there should be reasons why. Planned rentals should be brought to the attention of the BOS via email. Emergency expenditures don’t need prior approval but the BOS should be made aware of the expenditure. Jason will speak to Peter regarding doing RFP’s for trucking/gravel, etc. in the future. The DPW has a plow that no longer fits on any of our trucks. It was decided we would put the plow out front and do a sealed bid. Jason will ask Peter to give Debbie all the pertinent information so we can post it on the website and Facebook.

- Lou asked what the status is on the generators. Shawn said he will look into this.

- Shawn reminded everyone to vote next Tuesday, March 12<sup>th</sup> from 7am to 7pm at Mascenic. He also mentioned the school sent out a mailer and it has misleading information in it. The mailer says to vote no on the budget, recommended by the School Board and recommended by the budget committee. The budget committee "no" recommendation was for the original proposed budget, not the amended budget.
- There was discussion regarding the stolen street/road signs. Some have been returned. Debbie said the staff had suggested doing an "Amnesty Month" in April for the return of all street/road signs to the DPW with no questions asked. The Board agreed. This will be posted on the website and Facebook.
- Shawn said the Planning Board has received quotes for the Master Plan. This will be moving forward with ~~an educational component and~~ community engagement. More information to follow.

At 7:00pm, Shawn made a motion to adjourn. Lou seconded the motion and it passed unanimously.

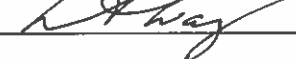
Respectfully submitted,


Debbie Deaton  
Town Administrator

**Minutes approved by BOARD OF SELECTMEN**

Shawn Talbot, Chairman: 

Jason Somero: 

Lou Alvarez: 

The image features a dark gray background with stylized, layered clouds in white and light gray at the top and bottom. The clouds have a scalloped, paper-cut appearance. Centered on the background is the text "2023-2024" and "NIRD Summer Camp" in a bold, black, sans-serif font.

**2023-2024**

# **NIRD Summer Camp**

## **PROPOSED DATES**

**PROPOSED ED OF SCHOOL DATE: JUNE 12**

**JUNE 17-21, 2024**

**JUNE 24-28, 2024**

**JULY 8-12, 2024**

## **PROPOSED AGE GROUP**

**RISING 1ST GRADERS/READINESS (ABOUT  
6-7 YEARS OLD)  
TO  
RISING 4TH GRADERS (ABOUT 9-10 YEARS  
OLD)**

## **THEME PER WEEK**

**WEEK 1: OUT OF THIS WORLD**

**WEEK 2: HOLIDAYS IN JULY**

**WEEK 3: ANIMAL FARM**

**EXTRA THEMES:**

**MINIONS, DISNEY, AROUND THE WORLD**

## **DAY SCHEDULE OUTLINE**

**8:00-8:30 DROP OFF/FREE TIME**

**8:30-9:00 FREE PLAY ON PLAYGROUND**

**9:00-10:30 GAME/ACTIVITY**

**10:30-11:00 SNACK TIME**

**11:00-11:30 FREE PLAY/POOL PREP**

**11:30-12:30 SWIM AT TOWN POOL**

**12:30-1:30 LUNCH**

**1:30-2:30 ACTIVITY/GAME**

**2:30-3:00 SWIM PREP**

**3:00-4:00 FREE SWIM AT TOWN POOL**

**4:00-5:00 FREE PLAY ON PLAYGROUND**



## **WEEK 1 ACTIVITIES AND GAMES**

### **OUT OF THIS WORLD**

- 1. COLOR BATTLE THEME DAY: WITH BLUE VS. RED DAY WITH LIGHTSABER BATTLE ACTIVITY**
- 2. FIZZY MOON ACTIVITY: PAINT A MOON WITH BAKING SODA AND COLORED WATER**
- 3. ALIEN CRAFT: PAINT THE ALIEN FACE ONTO A PAPER PLATE/PAPER**
- 4. EDIBLE CONSTILATIONS: USE PRETZELS AND MARSHMELLOS TO CREATE CONSTILATIONS**
- 5. MOON ROCK HUNT: SPRAY PAINTED ROCKS AND HIDE AROUND PLAYGROUND**
- 6. PLANET FILL UP WATER GAME: FILL BUCKETS LABELED WITH DIFFERENT PLANET NAMES AND FILL THEM UP BY SPONGE, IT IS A RACE**
- 7. HOT SUN: HOT POTATO**
- 8. GLOW IN THE DARK SPACESHIPS: PAINT PAPER SPACESHIPS**
- 9. DESIGN YOUR OWN PLANET**
- 10. PLANET HOPING GAME: LIKE THE GAME 4 CORNERS BUT WITH PLANETS**

## **WEEK 2 ACTIVITIES AND GAMES**

### **CHRISTMAS**

- 1.SNOW BALL FIGHT: WATER BALLOONS (ONLY CAN HIT FEET)**
- 2.CONE CHRISTMAS TREE DECORATING: DECORATE ICE CREAM CONES WITH FROSTING AND CANDY TO LOOK LIKE TREES**

### **HALLOWEEN**

- 1. EYEBALL SPOON RACE: USE EYEBALL PING PONG BALLS AND RACE ON SPOONS**
- 2.PAPER BAG COSTUME: DECORATE COSTUMES ONTO PAPER BAGS**

### **ST. PATRICKS DAY**

- 1. FROOT LOOP/PASTA NOODLES NECKLACES**
- 2.RAINBOW JUMPING: WITH HOSES AND SPRINKLERS (THEY MAKE RAINBOWS)**

### **VALENTINES DAY**

- 1. HEART PEOPLE: MAKE HEART PEOPLE WITH PIPE CLEANERS, PAPER PLATES, ETC.**
- 2.CARD MAKING**
- 3. CAPTURE MY HEART: CAPTURE THE FLAG**

### **4TH OF JULY**

- 1.SLIP AND SLIDE: TARP SOAP WATER/ WIFFLE BALL GAME**
- 2.PAPER APPLE PIE MAKING**
- 3. DECORATE BASEBALL HATS**

## **WEEK 3 ACTIVITIES AND GAMES**

### **ANIMAL FARM**

- 1. CREATE YOUR OWN ANIMAL**
- 2. PIPE CLEANER PEARLER BEAD SNAKES**
- 3. EGG CARTON ANIMALS**
- 4. PAPER PLATE PARROT**
- 5. PIPE CLEANER ANIMALS**
- 6. CRAB WALK RACE**
- 7. DUCK DUCK GOOSE**
- 8. WATER BALLOON TOSS: CHICKEN EGG TOSS**
- 9. ANIMAL ACTING: RUN AROUND LIKE YOUR FAVORITE ANIMAL (OR CHARADES)**
- 10. ANIMAL RESCUE: PUT STUFFED ANIMALS IN HULA HOOPS AND HAVE KIDS RUN TO SAVE THEM AROUND THE FIELD, WHOEVER HAS THE MOST WINS THAT ROUND**

# WEEK 1 SNACKS

## OUT OF THIS WORLD

1. CHEESE BALLS: SPACE BALLS
2. PRETZEL RINGS: SATURN'S RINGS
3. FREEZE DRIED ICE CREAM?
4. CARROT CHIPS: CARROT PLANETS
5. VEGGIE STICKS: ALIEN FOOD
6. COOKIES: MOONS

## **WEEK 2 SNACKS**

### **HOLIDAYS IN JULY**

- 1. CHRISTMAS: WHITE CHEDDAR CHEESE BALLS/POPCORN: SNOW BALLS**
- 2. HALLOWEEN: ORANGES**
- 3. ST. PATRICKS DAY: VEGGIE SNACKS**
- 4. VALENTINES DAY: BERRY FLAVORED FRUIT SNACKS**
- 5. 4TH OF JULY: FOURTH OF JULY OREOS**

## **WEEK 3 SNACKS**

### **ANIMAL FARM**

- 1. ANIMAL CRACKERS**
- 2. FRUIT SNACKS**
- 3. VEGGIE STICKS**
- 4. GOLDFISH/BUNNIES**
- 5. PRETZELS RINGS**

# **WEEK 1 ARCH WAYS**

## **ANIMAL FARM**

- 1. SHOOTING STAR: BALLOON STAR WITH PAPER FIRE BEHIND IT**
- 2. PLANETS**
- 3. MOON**
- 4. ROCKET SHIPS**
- 5. ALIENS**

## **WEEK 2 ARCH WAYS**

### **ANIMAL FARM**

- 1. CHRISTMAS: SNOWFLAKES**
- 2. CANDY CORN + JACKOLANTERNS**
- 3. RAINBOW STREAMERS**
- 4. HEARTS**
- 5. STARS (RED WHITE AND BLUE)**



## **WEEK 3 ARCH WAYS**

### **ANIMAL FARM**

- 1. PIGS**
- 2. COWS**
- 3. BIRD**
- 4. FISH**
- 5. BEAR**