

Haverhill Corner Precinct

Meeting Minutes

Meeting Date: May 20, 2020

Meeting Time: 7:00

***Due to Emergency orders 12, 16 and 26 set by New Hampshire Governor, this meeting made available via conference call. Notices sent and posted. Information: Conference URL: uberconference.com/haverhillcorner Dial in number: 781-448-4208 PIN: 08878

1. Attendance: Mike Lavoie, Albie Estes, Doug Dutile, Barb Dutile, Ed Ballam, Richard Morris, Sarah Tucker.
2. Approve Agenda: Motion to approve agenda as printed by Doug Dutile. Second by Albie Estes. All in favor.
3. Approve Prior Meeting Minutes: Motion to approve minutes as printed by Doug Dutile. Second by Albie Estes. All in favor.
4. Manifest Approval: Signed with one change of accounting code.
5. New Business
 - a. Credit Card information: Acceptance of credit cards for the water department was research. Using our accounting software, there would be a significant cost to the precinct. We will send a questionnaire in the next billing to see interest on using credit cards from the residents. If there is enough interest we will look into a different avenue such as paypal.
 - b. Admin Assistant Leave: Sarah Tucker is leaving on a family vacation and will be out of office on June 3rd. With current COVID-19 restrictions, the office does not see any customers.
6. Old Business
 - a. Annual Meeting: Set for June 17th. We will need to acquire PPE, Hand Sanitizer, Lysol cleaning supplies, bathrooms cleaned, chairs and packets ready for hand out.
7. Other Business
 - a. Doug Dutile spoke with Mrs. Gillen in regards to her email about helping with the fire station plants. Mrs. Gillen has been in contact with Chief Morris and received approval.

- b. Non-Public Session entered at 7:45 Motion by Doug Dutile. Second by Albie Estes. All in favor. Re-entered public with roll call of Mike Lavoie, Albie Estes and Doug Dutile at 8:15.
 - i. Doug Dutile motions to approve Chief Morris' recommendation of Keith Charpentier as Deputy Fire Chief. Second by Albie Estes. All in favor.
 - c. Albie Estes presents recommendation of operational handbook.
- Albie Estes motions to adjourn at 8:20. Second by Doug Dutile. All in favor.