

**BOARD OF SELECTMEN**

**November 8, 2021**

**MEMORIAL BUILDING**

**4:30 P.M.**

*The following are to be considered draft minutes only until approved by the Board at their next meeting.*

The meeting was called to order at 4:30 p.m. and began with the Pledge of Allegiance.

Selectmen present: Dick Hendl and Amy Lewis

Others: Dan Saulnier Mike Lawlor, Jeremiah Crosby, Don Hill, Poul Heilmann, Whit Smith and Ken Jacques

**Scheduled Appointments:**

Update Sand Shed Site Prep:

Dick informed Ken that we have not gotten any updated figures from K.A. Stevens, but Tamara spoke with them, and we should have something tomorrow.

Ken felt the meeting with Josh went great. From what Josh could tell on the cut there was going to be quite a bit of outbound material, so he suggested possibly raising everything nineteen inches. They were all pretty much in favor of that. He also spoke on the amount of rock that might be there and felt the stone and the rock was the way to go on setting the banks and the toes of the slopes and any of the retention areas as opposed to bringing in waste blocks. The biggest thing they took away from the meeting was that what was proposed by Nash was six inches of sand, six inches of bank run and then six inches of crushed gravel; the crushed gravel alone is approaching \$40,000. Josh suggested it might be better to eliminate the six-inch bottom course of sand, go with twelve inches of bank run and then leave the site at that. Ken got the impression he was going to try to work up the numbers based on the suggestions he made.

Right now, there is fabric on the whole site. Josh made the comment that once you got in there and started working the land you would have a better idea as to where you would need the fabric; it might not be over the whole site, which would be a potential savings. There are still some unknowns because no one has been in there to do anything. Josh took all the wetlands information with him. Josh seemed to think he could work through the year; they talked about frost layer and whether it would be an issue and he made it seem like he could work through that. Dan said another thing they asked Josh about, and he confirmed on Monday, was that we will be able to get a credit for all the topsoil that we don't use. That price will be in the new proposal. Dan said the fabric was at about \$13,500 in the first proposal, so if we only need half of that we are looking at a \$7,000 savings. Dan spoke with a civil engineer he is working with, and she said we could easily swap out that sand for the bank run, but we want to keep it to at least eighteen inches of material overall because of the heavy use.

Dick asked Whit if there was any update on the letters he sent out inquiring about grant money. Whit has been in conversation with both Shaheen's office and Maggie Hassan's office. Whit will need the plans for the project. The impression he has so far is that, particularly from the US

Department of Agriculture, there is a substantial amount of funding for projects exactly like this. We are on the radar screen and Whit would be cautiously optimistic, if we can put together a credible package, that there is a reasonable chance that we would get money for the whole project not just the site preparation. The grant proposals could be requested as early as December 1<sup>st</sup>. Whit made it clear to them that we wouldn't be ready to put shovels in the ground until after mud season, based on the earlier discussion. However, if Josh were to do site prep over the winter and we had a confirmed grant Whit doesn't think there would be any issue funding it more quickly. Whit added that if we get something that is a reasonably good general description that's all we need for the grant application. Ken asked Whit what will happen to the grant if Josh is able to work on this and get it done between now and the first of the year. Whit is not sure, but he will find out because grants generally don't come through once you start spending your own money.

If the updated proposal is received tomorrow the Selectboard will hold an interim meeting before the next scheduled meeting.

**Zoning Permits:**

REPORT from ZONING COORDINATOR. -- Board of Selectmen - Monday, November 8, 2021.

Here is a summary of permit applications and Zoning Coordinator activity.

**Application for Permit – Acted Upon, APPROVED**

1. Michael Ford, AerieAcres LLC, 60 Kings Highway, would like to place/install a 10Kw generator behind the house. There are no wetlands issues, no setback issues and the structure will be less than 35' tall. No observed home business or commercial activity; applicant has represented the same on the application. Zoning Permit APPROVED per delegation of authority.

2. Zaleskas Family, 164 Four Corners Rd, have increased the size of their deck from 400 sq.ft. to 888 sq.ft. (permit application filed after-the-fact; proper fee paid). The Zaleskas' have obtained a the necessary shoreland impact permit APPROVED; reviewed by Zoning Coordinator. There remain NO setback issues, the wetlands requirements have been met. The deck will be less than 35' high. There was no business or commercial activity observed at the site and the applicant(s) have represented the same on the application. Zoning Permit APPROVED per delegation of authority.

**Zoning Permit in Hand; Action Pending**

3. Ty & Samantha Morris, 235 Bowman Road, application for zoning permit to build a shed. No need for the area to be marked because construction of shed has already begun – Permit application will be processed upon receipt of remaining fee due (After the Fact fee).

**Zoning Permit Amended, Modified or Renewed**

None.

Other Matters.

A. Further Inquiry regarding need for septic design if second dwelling unit (tiny house) is added to the property (Piedmont).

B. Attended Zoning Board meeting. (Ollis Special Exception)

C. Inquiry regarding shed location (Cahill)

D. Finalize letter to Shaheen, Hassan, Kuster and Sheehan requesting guidance/assistance in procuring grant monies for Sand Shed project. Calls from staffers for both Senators.

E. Provide assistance to applicant in preparation of revised Special Exception application for garage and answer questions regarding consultation with Planning Board – automotive upholstery business (Ollis)

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There was additional inquiry from Piedmont regarding whether or not a septic design is required if they are putting a second dwelling unit on the lot. The answer is yes.

Whit attended the zoning board meeting. Amity Ollis' special exception was continued because the application was insufficient and there were some questions about how to treat her automotive upholstery business. Following that Whit went over and visited with her and gave her a form of application that would be acceptable for this kind of situation. Whit provided her with the following advice, which is advice only, that if she decides this is a home business, she is required to have a site plan but not required to have a special exception to operate the business. She is required to have a special exception to locate the garage within the setback from the right of way from Lorent Drive. Her easiest course, which also allows her to do the most with this business, would be to continue with the special exception for the placement of the garage not the use. Then she would file an application with the planning board acknowledging that she's operating a home business and a simple site plan would be required.

The Cahill's on Woodcrest have a location for their shed which is 18 feet off the lot line. They will be going through the process for a special exception for that shed.

Dick feels we've seen an increase in the number of zoning permits after the fact. Whit doesn't feel that's true. In the last six months we maybe had two or three after the fact permits. Dick thought advertising it a bit more might help prevent this. Whit informed Dick that he gives everyone a brochure and it is located on the front of the permit application. Whit said he will count all the after the fact permits for the year and let the Board know how many there were.

**Minutes of October 25, 2021 & November 2, 2021:**

Correction to October 25<sup>th</sup> Minutes:

*The changes are after the fact, everyone had the same information to bid on the project and did not.*

Dick made a motion to accept the minutes October 25<sup>th</sup> with corrections and the minutes of November 2<sup>nd</sup> as written. The motion was seconded by Amy. Dick and Amy voted in favor of the motion.

**Court Status:**

There has been no change in the court status of anything that is pending.

**Unfinished Business:**

Update on Sanborn Hill Road:

Amy has not heard back from the engineer. She will contact him by email in the morning to get an update.

Dick checked with Pete and the grinder went to Vermont last week. He hopes that will get done sometime this week. Dick has not heard a confirmation as to when it would happen, but Pete is confident it will happen this week.

In talking about potential Highway projects, Dick announced that we've got an opportunity to use the surplus in the highway department for one of two purposes.

1. To add money to the sand shed site preparation if that's all the limit we are going to do.
2. Use that money to pay for their highway truck rather than borrowing the \$75,000. That would require encumbering the \$75,000 of their money before the end of the year.

Amy said personally she would rather see the purchase of the truck. Dick mentioned it to Janet, and she will check with the DRA to make sure that is something we can do. Janet felt that since the warrant article specifically used \$95,000 of last year's unreserved fund balance and authorized the \$75,000 she didn't know how the DRA would feel about that.

Katie Lavelle from Certified Computers was asked to provide two quotes; one for the software upgrades and the second to encumber funds to upgrade the hardware. Dick is still waiting for that to happen so there is another opportunity to use some of the excess money in the budget.

Pat Zullo has been working with Hanover Dispatch. We will be changing from Newport Dispatch to Hanover. This will save us \$3400 a year. There is a one time \$13,300 charge to have Hanover put in a building to house a repeater and a generator. Pat is working on getting an invoice and if we get that we can then encumber those funds as well.

Dick sent an email asking if we had to have approval to spend the first tranch of \$70,000 on either a camera or a new police cruiser or both. He has not received a response yet. Whit offered to follow up on that for Dick.

Dick also sent GOFERRS an email to determine what is required to get one of these 90/10 matching grants specifically, again, for a police cruiser. We are not buying two, but we have two

funding opportunities that we are looking at. The 90/10 application is all done online. Pat is working on getting an estimate on a new cruiser completely outfitted. As soon as that is received Dick will apply for the grant which needs to be done by the end of the year.

**New Business:**

Dick announced that the Police Department and Fire Department are working together on a grant application for a UTV. Dick made a motion to grant the Fire Department and Police Department the authority to pursue the grant application for a UTV. The motion was seconded by Amy. Dick and Amy voted in favor of the motion.

**Board and Department Updates:**

Amy said the Fire Department's pancake breakfast was a big success; they took in almost \$1,400 Tamara said the Sip & Soup made \$1,200.

Dick said the library is re-doing their scholarship application and they are working on renewing the contract for Laura Pauling.

**Correspondence / Signatures:**

Two updated signature cards for Sugar River Bank  
Tax Rate Warrant

**Miscellaneous Business:**

Jeremiah Crosby stated the Veteran's Outreach Program would like to start coming into the smaller towns and offering time to sit down with veteran's and help them with benefits they have earned that they may not know how to apply for; they may not even know they are eligible for, including medical care for some. They would require a space, that is all, and are talking about coming once a month during business hours. The Board has no objection to this and stated there are ways to get the word out. Jeremiah will get some more information.

At 5:22p.m. Dick made a motion to enter into non-public session to discuss Personnel per RSA 91-A:3. The motion was seconded by Amy. Dick and Amy voted in favor of the motion.

The board moved back into public session at 5:51p.m. Dick made a motion to seal the minutes discussing personnel. The motion was seconded by Amy. Dick and Amy voted in favor of the motion.

**Action Items:**

Dick will find out about the trailer for the UTV.

If anything comes in from K.A. Stevens we will let the Board know so they can schedule an interim meeting.

The meeting was adjourned at 5:52p.m.

Jill Hastings - Deputy Administrative Assistant