

BOARD OF SELECTMEN

October 10, 2023

MEMORIAL BUILDING

4:30 P.M.

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

Selectmen Present: Poul Heilmann, Chair; Jeremiah Crosby; Amy Lewis, Vice Chair was absent

Others: Jen Roberts, Perry Hodges, Susan Hatfield, Don Hill, Pixie Hill, Tim Hayes, Annika Munholand, Steve Dzubak, Theresa Quinn

Scheduled Appointments:

Josh McGraw appeared to inform the Board that he has been organizing a conservation deal with Fish and Game for about six years. Josh provided the outline of the project to the Board. There is a signed purchase and sales agreement on both properties involved, which totals 825 acres. The project is nearing the end stage. Josh asked if the Board would like to write a letter of support to the two representatives and executive counselor found in the packet of information. Poul asked for a briefing of what has been negotiated. Josh stated there are two willing sellers and the willing buyer is the State of NH. The State of NH is looking to create wildlife corridors; looking for uninterrupted tracks for large animals to move across. This project contains the largest donation that Fish and Game has ever received. Josh stated this project matches the town's master plan, the zoning ordinance, and the Conservation Commission charter. The letter would just be to show support for the idea. Josh does not represent Fish and Game, the seller, or donors he is just facilitating.

Don Hill expressed concerns of ATV use, as this has been an ongoing problem; it's destructive. Don is aware that Fish and Game is against ATVs going on class VI roads; towns are being advised not to allow this activity as Fish and Game does not want to be involved with this. Uninterrupted corridors can be for wildlife, as well as snowmobiles. Don suggested a possible deed restriction of ATV use to protect against that. Josh stated this is a 75% federally funded project. This is being handled by the wildlife division, they have no interest in ATVs on this property, and this property is protected against that.

Poul stated for further Board discussions, what should the town be doing in terms of off-road vehicles. Don informed the Board that any requests for opening Class VI roads for ATVs must come before the Board of Selectmen and there would have to be a hearing to allow that access. Don is getting ready to propose to the Selectboard that another advisory committee be created for the study of Class VI roads because some are being abused, and some we absolutely want to keep open. There is a possibility to convert small dead-end pieces to Class A trails which would allow public access but not ATVs. Maintaining public access is important.

Poul made a motion to provide a letter of support based on Josh McGraw's presentation. The motion was seconded by Jeremiah. Poul and Jeremiah voted in favor of the motion. Josh

informed the Board the names of who to send the letter to can be found in the packet of information he provided.

Perry Hodges, representative of the Baptist Pond Trust, came before the Board to express concern about the Keeler lot on Baptist Pond. Perry has not received any follow-up to her questions regarding the property and would like to know the status and what the town intends to do with the property. Perry has read in the minutes a discussion of the possibility of putting a public boat ramp in, along with other residents who may be interested in the property. Perry feels the land is inappropriate for a boat ramp due to the land itself and the risk to the pond; this is a reflection of the Baptist Pond Trust and members of the Baptist Pond Protective Association.

Jeremiah explained that during the meeting Perry referred to what was discussed was concern that the entire shoreline would be privatized and not allow access for kayakers or canoers. It was suggested if the town did a boat ramp that it would be a walk-in only; it has not been explored further than that. Perry stated parking would be another problem. Pixie informed everyone that the town has about two more years before anything can be done with the property. As the tax collector, Pixie recommends to the Board this not be addressed for another two years. Pixie will find the exact date. Ten years is the legal time frame for people to come and challenge the sale, after ten years they can't say you improperly noticed the sale of that property. Perry asked about the process the town needs to go through to sell the property. Pixie stated it would be noticed as a bid/auction if the town decided to sell the property.

At 4:47 p.m. Poul made a motion to enter non-public session per RSA 91-A:3(II)(c). The motion was seconded by Jeremiah. By roll call vote Poul voted aye, Jeremiah voted aye.

Poul made a motion to exit non-public session at 4:53 p.m. The motion was seconded by Jeremiah. By roll call vote Poul voted aye, Jeremiah voted aye. Poul made a motion to seal the minutes. The motion was seconded by Jeremiah. By roll call vote Poul voted aye, and Jeremiah voted aye.

Don Hill appeared as a Buildings and Grounds Committee representative. Don, one of the frontmen of this team named everyone on the committee; Co-chair Jeff Milne; Jim Bednar; Darrin Patten; Katie Jacques; Janet Roberts; B. Manning; Paul Seyfried; Neal Huntoon, and Dan Saulnier. The committee has inspected all the buildings, at least superficially, and this needs to be done on a regular basis. The role of this committee is advisory of the Selectboard but also see they will be advisory to the Budget Committee and the Capital Improvement group.

Don provided and ran through the spreadsheet of the committee's findings of projects that need to be done and the priority level of each. The cover sheet to the spreadsheet was provided which states the committee's recommendation that the project list be checked monthly by the Selectboard at their meetings for active project follow-up as well as additions and deletions. This cover sheet also provided a list of local professionals to contact about various projects. The next meeting of the Buildings and Grounds Committee is Wednesday October 25th.

There was discussion on what the next steps should be regarding the spreadsheet and the steps to make things happen. It is the responsibility of the Board of Selectmen and their office support to contact contractors and obtain quotes for the projects. Poul will take some time to review the list of projects and come up with the best way to make the list actionable. It was explained that the Selectboard is the Clerk of the Works for any job in this town.

Zoning Permits / Health Officer:

REPORT from ZONING COORDINATOR -- Board of Selectmen – Tuesday October 10, 2023

Application for Zoning Permit – APPROVED

1. Bardier, Scott & Catherine, 147 Oak Hill West, application for house and garage with living quarters. Garage was proposed as *attached accessory dwelling unit* (ADU) but exceeded the allowable 750 sf *inhabitable floor area*. Applicants revised the proposal to allow construction of the 28'x32' garage with 750 sf of living space on the second story. Attached main house proposed as phase 2 construction in the Spring. Construction of garage with living space approved conditional on applicant obtaining site plan review for the attached ADU by the Planning Board before construction of the main house. Permit for garage construction approved per delegation of authority.

2. Hamel, Paul, 1 Spring Glen Drive, application for Roof Mounted Solar System Installation. Project meets all current Zoning Regulations. Permit approved per delegation of authority.

Application for Permit – In hand, being held

1. Cloutier, Patrick, Main Street Map 23, Lot 578-216, application for house and detached garage with living quarters on second story of garage. Prohibited by Zoning Ordinance Sec. VII, 7.20 (D). Application revised to remove living quarters. Applicant may apply for two dwelling units from Planning Board at a later date, lot size is 3.45 acres.

2. Marc McCalmont, 228 Oak Hill Road, Zoning Permit application for a ground-mounted PV solar panel installation. Mr. McCalmont instructed: "Don't approve this application just more incompetence! Let's see if the next company can get it correct." Awaiting further communication from applicant.

3. Aucoin/Ruppel, 15 Sandy Beach Road (private road) for a hot tub (i) within the shoreland conservation district and (ii) within the side yard setback requirement. Held pending review and hearing by the Zoning Board of Adjustment.

Other Matters.

Attended ZBA meeting 10/3 -Ossa-Concha, Jose, 115 Woodcrest Rd granted Special Exception for fabric/steel frame boat shelter. After-the-fact Zoning Permit will be required by Ossa-Concha now that Special Exception has been granted.

REPORT from HEALTH OFFICER -- Board of Selectmen – Tuesday, October 10, 2023.

Application for Septic System Construction Permit – PENDING REVISION

1. Cloutier, Parick Main St, septic disposal system plan held pending revision to remove detached ADU. Applicant to discuss with system designer and re-submit.

Respectfully submitted,
Tim Bray
Zoning Coordinator / Heath Officer

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Poul made a motion to accept the Zoning Coordinator Report and Health Officer report as written. The motion was seconded by Jeremiah. Poul and Jeremiah voted in favor of the motion.

Minutes of September 25, 2023:

Poul made a motion to accept the minutes of September 25th as written. The motion was seconded by Jeremiah. Poul and Jeremiah voted in favor of the motion.

Unfinished Business:

- a. Vacation Policy – Nothing to report in Amy's absence.
- b. Historical Society Steps – Tim Hayes is trying to squeeze this project in when they have time. He still needs to pull out all the piping to see if there is enough to configure a railing. Poul asked that Tim sketch out his plan for the railing for the Board to review. This project has been put on hold until Spring.
- c. Highway Truck – There was some discussion on the new highway truck to consider past discussion surrounding the body type, it doesn't have a stainless-steel body. Poul noted that it was not explicitly put in the town warrant. 80% of the discussion in the past surrounded the new truck having a stainless-steel body. The concern is that the current truck we are looking to purchase is not a stainless-steel body.

Tim stated in the past we have never purchased used trucks with stainless bodies. Yes, they would've liked to but they don't last on the market. The truck that came up in June was stainless and it was bought up quickly. The body of the current truck Tim is pushing to purchase is in great shape. Tim's plan is maintenance. He would like to change the maintenance plan on these trucks; sand them down and paint them yearly, which has never been done. This would all be done in the garage by Tim and Cody. Poul asked about maintenance during the season. This new truck is coming from a town that did not use salt, sand only. Poul asked if Tim power washes the trucks. Tim explained that is why he has requested a new power washer, to be able to wash the trucks after each storm. This would be general maintenance. If they are painted every year, we will get four or five years longer out of the body of the truck.

Tim has found the power washer he would like to purchase, it is \$5,500. Tim has spoken with Chief Zullo and he is interested sharing the cost of the purchase. Tim has also spoken with Dallas Patten of the fire department. Tim added this could be used to wash the buildings, so possibly splitting the cost with Buildings and Grounds as well. Tamara said there are funds in the non-recurring projects. The budget will be brought to the next meeting along with the quote and the Selectboard will review the numbers. The company

where Tim found the power washer will also give \$200 for a trade-in of the old power washer.

Tim strongly recommends the town make the purchase of this used truck. Jeremiah added finding a truck with a stainless-steel body is difficult, and buying a stainless-steel body to replace an old body is expensive. Jeremiah agrees the truck is in great shape, it all comes down to maintenance. In his opinion, this is a great buy. Poul and Jeremiah agree for the town to move ahead with the purchase of the truck.

Tim stated if we put the old truck up to bid, he thinks we could get between ten and fifteen thousand. Tim is also going through the shop to gather up all the old power tools that aren't used. Poul said we would wait for the next auction to group all that stuff together.

- d. Highway Dept. PT/FT – Poul stated we do need a third person; we have not received applications since posting the advertisement. Poul recommends reposting the ad but changing it to part-time or full-time and just a brief description of the position.
- e. Health Insurance Policy – this has been tabled for the next meeting.
- f. Pest Control – there are no updates. Poul asked Tamara to obtain a quote from JP Pest Control.
- g. Website – Poul and Tamara had a preliminary discussion and will get an estimate on what it would take to upgrade the website to make it more dynamic and easier to navigate. The idea is what we can do now, but build it into the budget for next year to make it more of a source. We will also shift our hosting to this local individual.
- h. Federal Disaster Relief – Tamara and Tim had a phone conference with a FEMA representative, and they will be meeting with him on October 19th at 9 a.m. to pull everything together.

New Business:

Energy RFP – In Amy's absence this has been pushed to the next meeting. A response was received from attorney Johnston which will be forwarded to Steve Dzubak for his review. Steve will do a secondary draft version for the Board to review based on her comments. This will be reviewed for the next Board meeting on October 23rd.

Board and Department Updates:

- a. Agricultural Commission – working on their pumpkin weighing for the fall festival.
- b. Buildings and Grounds – Covered with Don Hill.
- c. Cemetery Committee – They are still planning to do a warrant article to allow the funds collected for burial plots to go to a revolving fund to maintain the cemetery. During stone repair and restoration at the old Pleasant View, a pile of old gravestones was found in the woods. Tamara stated they'd been there for decades. Several other things were brought up about the restoration of such heritage sites. A question to ponder is what the

- d. town's intent is when it comes to these historical satellite cemeteries. Jeremiah thinks it would be beneficial to invite the committee to a Selectman's meeting as they had several questions. The committee voted to change the prices to one standard price per lot. Every lot, per person, is now \$200 for a full burial and \$100 for a cremation burial. The committee will not be taking a winter recess as they feel they have enough work to continue through the winter.
- Cemetery lot deeds for Michael and Susan Chiarella were signed by the Board.
- e. Conservation Committee – No updates in Amy's absence. Tamara informed the Board that Tim sent his resignation as well as a letter stating the Conservation Commission unanimously voted to nominate Martin Beam as a member of the commission. The Board signed Martin's appointment form.
- f. Energy Committee – No updates in Amy's absence. Briefly discussed under new business.
- g. Fire Department – No updates in Amy's absence.
- h. Highway Department – Covered under unfinished business.
- i. Library – Poul attended the monthly meeting. The library was its busiest this summer during June and July; July and August had the greatest circulation for the year. Six kids handed in their reading incentive charts for the summer reading program. The senior social has been canceled due to a lack of participation. Jen Roberts stated it might get readjusted at some point to try again. Friends of the Library will have their annual meeting sometime in October. The eight to twelve-year-old book talk and activities are TBD in terms of time. The budget is looking good. They've received a fair amount of contributions in the name of Alice Nulsen which will go into their general fund.
- j. Planning Board - No updates since last meeting.
- k. Police Department – the radar detectors have been ordered. The grant acceptance form that was signed by the Board last month needs to be voted on by the Selectboard so the minutes can be submitted with the grant. Poul made a motion to accept the body camera grant from the State of New Hampshire in the amount of \$543. The motion was seconded by Jeremiah. Poul and Jeremiah voted in favor of the motion.
- l. Recreation Committee – They are working on the fall festival which is October 28th. All the activities will be happening at the Meetinghouse.
- m. ZBA – No updates in Amy's absence.
- n. Administration - On October 16th we should have the health insurance rates for next year; the rates have increased considerably. Tamara attended a workshop put on by HealthTrust and found it interesting to learn how they determine their rates. George Hildum did the MS-1. He just needs to make one change and it will be ready for signatures on Monday. The estimated revenues were submitted today.

Jeremiah added that he took part in the Hard Road to Travel webinar. He found it very informative with some good updates including the town winter weather policy as far as parking and how the road agent wants certain things done. Tamara informed the Board

there is a town winter parking ordinance that has been in effect for a long time. Poul suggested posting the ordinance here at the office and at the post office.

Correspondence/Signatures:

None

Miscellaneous Business:

Poul reminded that the Capital Improvement Committee meeting is on Thursday at 7pm. Departments should come with their preliminary requests if they have any.

Tamara was asked to send out the Budget Committee schedule to Amy and Jeremiah.

The Board will review the current budget as it stands to discuss at the next meeting.

Poul made a motion to adjourn the meeting. The motion was seconded by Jeremiah. Poul and Jeremiah voted in favor of the motion.

Meeting adjourned at 6:18 p.m.

Jill Hastings

Deputy Administrative Assistant