



Monday, August 8, 2022

Board of Selectmen Minutes

In attendance: Steve Smith (Chair), Dianne Craig (Selectman), Derek Tremblay (Selectman), Barbara Paronto, Alicea Bursey, ShaeDel Simino, Melissa Salinardi (Administrative Assistant)

CALL TO ORDER

Chair Smith called the meeting to order at 6:30 p.m.

Pledge of allegiance was recited

Dianne Craig motioned to approve agenda and all signed documents. Derek Tremblay seconded the motion. All were in favor-yes; motion carried (3-0).

APPROVAL OF MINUTES

- July 25, 2022 Meeting Minutes:

Some edit suggestions were made. Chair Smith will make changes.

Dianne Craig motioned to approve the Minutes of July 25, 2022 "as amended". Derek Tremblay seconded the motion. All were in favor-yes; motion carried (3-0).

- August 2, 2022 Meeting Minutes:

Some edit suggestions were made. Chair Smith will make changes.

Derek Tremblay motioned to approve the Minutes of August 2, 2022 "as amended". Steve Smith seconded the motion. All were in favor-yes; motion carried (2-1 abstain).

APPOINTMENTS

ShaeDel Simino (Road Agent Position)

- Steve Smith asked if Mr. Simino had any final questions for the Board regarding the Road Agent position. Mr. Simino did not have any further questions. Derek Tremblay discussed orientation and the start date for the position. It was determined that Mr. Simino would officially start on August 22, 2022 and the Board would move their meeting to 5:30p.m. to discuss paperwork and job details, and then conduct their normal business at 6:30.

- Additional discussion was had regarding insurance lapse, and it was decided that Mr. Simino's official start date would be changed to August 20, 2022 with actual work beginning on August 22, 2022.
- ***Steve Smith motioned to hire ShaeDel Simino as the Road Agent of the Town of Goshen effective August 20, 2022. Dianne Craig seconded the motion. All in favor - yes; motion carried (3-0).***
- Steve Smith explained that the town had granted the Board of Selectmen permission to sell equipment for the Highway Department and that all purchases would have to be approved by the Board of Selectmen. Derek Tremblay would like to see what resources are no longer used within the Highway Department. The Board agreed that they would like the Road Agent to look at items and either sell them, fix them or decide what is the best use for the item. Steve Smith mentioned Municibid as a resource for putting things on consignment. Dianne Craig remarked that the new purchasing policy would have to be given to Mr. Simino. Derek Tremblay stated that an email account would be set up for the new road agent and once that was done, a copy of the policy would be emailed to him. Steve Smith stated that he is hoping for the new road agents fresh perspective on the department and is excited to see what suggestions he has to offer.
- Barbara Paronto mentioned that the budget committee would like to be kept in communication regarding any potential inventory that is being taken of items. She believes it would be helpful to know what the Town has in this area in regard to budget planning purposes and Capital Improvement needs. Additionally, Alicea Bursey invited the new road agent to participate in Planning Board meetings regarding Capital Improvement needs. Derek Tremblay asked that everyone be mindful of the Road Agent's new hours, as the Board is asking him to keep to a specific number of hours. The possibility of having a joint meeting with multiple Boards was briefly discussed.
- Alicea Bursey also remarked that the driveway permits are currently being reviewed under the Planning Board, however, she would much rather see the Road Agent take control of reviewing and approving them.
- Shae Simino asked how people would be able to get in touch with him. The Board of Selectmen responded saying that they will have a Town phone for him to use, and will order a more updated one. Key copies will also be given to him when he begins working. The Board thanked Mr. Simino for accepting the position and welcomed him to the Town.

Alicea Bursey - Planning Board Update:

Bonding:

- Alicea Bursey was in touch with the bond attorney and they needed to know if the Town was going to participate in any additional bonding during the fiscal year 23. Steve Smith stated that the town is not in any position to bond at the moment, and that several major projects are tied up with FEMA right now. Derek Tremblay mentioned that it would be difficult to do other projects without compromising projects that are already in the works. Dianne Craig mentioned that information regarding the bridges would be known soon and that hopefully a plan of action would be written up as well.
- It was decided that the discussion of additional bonding would be tabled until fiscal year 24. Alicea Bursey asked if it would be possible to add a condition stating that if something becomes an emergency it can be brought to the Board of Selectmen's attention. Barbara Paronto also suggested encouraging the department heads to really seek out grant options. Alicea Bursey asked if it was worth asking Sandra Sonnichsen if she would be willing to teach a class. Steve Smith was not sure, he stated that a dedicated grant writer is very beneficial, but the Town does not have the funds for that at the moment. Barbara Paronto suggested the possibility of using some of the people that already know how to handle grant work. Alicea Bursey suggested County Commissioner George Hebert's proposal of utilizing the county's grant writer. Steve Smith believes that the county grant writer position will be well coveted and is unsure of how much help they will actually be able to give to the Town, but would be happy if the Town could utilize it.

Driveway Permit on DeRoe Road:

- Alicea Bursey presented the updated information regarding the driveway permit application on DeRoe Road. She mentioned that the Board of Selectmen would need to give permission first, however, the waiver for the class VI road would have to be approved first. Steve Smith asked what the owners timeline was and Alicea replied that there was no set timeline at the moment, however, the Planning Board was going to discuss the topic during their next meeting on August 18th. The Board of Selectmen will continue discussion on this topic at the August 22nd meeting after the Planning Board has reviewed the information.

Complaint on Anderson Pit:

- Alicea Bursey presented a complaint that was brought before the Planning Board in regard to reported excessive noise of the Anderson Pit. The Planning Board is planning to hold an informational discussion session with Newport Sand and Gravel

on September 15th. Her question before the Board was whether there is a proper procedure that needs to be followed and also should the Board of Selectmen act on these matters. Steve Smith said that there was no formal procedure. Derek Tremblay remarked that the complaint was in regard to noise and sound and he wondered if there was something in the permit that restricted these items. Barbara Paronto stated that, as an abutter to the Davis Pit, she too deals with the excessive noise. Derek Tremblay stated that in terms of what can be done he believes that the permit is the guidelines. Alicea Bursey stated that the permit tells them what they can and cannot do and the regulations are more stringent. ShaeDel mentioned that Josh Steven's pit is adjacent to the Davis Pit, located in Newport, and that could be the sounds heard up Lear Hill Road.

Policy Review-Buildings on a Class VI Highway:

- The Board reviewed the Class VI waiver which was originally developed on April 5, 2010. Steve Smith remarked that he understood the waiver to mean that if you are building on a class VI road, the owner would have to build the road to the towns standards before approval. Derek Tremblay was interested in knowing the backstory of this policy. Steve Smith and Alicea Bursey agreed that the policy was actually very restrictive to the owner.
- Discussion was had regarding DeRoe Road and other class VI roads and several unlivable properties that have been discovered. Alicea Bursey cautioned the Board stating that this policy would set a precedent for other houses to be built on potentially unsafe roads where emergency and fire would not have access. Barbara Paronto stated that the reason for the waiver is to put the Town on notice so that people are aware of the situation. Derek Tremblay mentioned that limiting building on a class VI road would be beneficial for safety reasons and limiting illegal activity. Alicea Bursey mentioned that limiting building on class VI roads helps maintain immature growth.
- Additional discussion was had regarding the DeRoe Road project and it was determined that unless the policy was changed, the project would not be able to pass under the current condition. Alicea Bursey looked up variance options, however, that request would also be difficult to acquire. Steve Smith suggested that the Board consider to put the policy under review and wait to make any further decisions. Dianne Craig was not in favor of nullifying the policy, she would like to have something in place or amend the current one. Derek Tremblay would like the Board to find a better example or waiver that is already in place to review. Steve Smith suggested tabling the discussion so that the Board has more time to review the

policy and make changes. Alicea Bursey will email Tammie Morris with the Board of Selectmen's response.

- Derek Tremblay commented that the annual review in Newbury regarding the Mt. Sunapee expansion had no conversation about the West Bowl at this moment. However, the West Bowl expansion is still in the master plan. Barbara Paronto asked the Board to consider language that separates residential from planned development while they review and make changes to the policy.

PUBLIC COMMENTS

- None

COMMUNICATIONS

Administrative Assistant:

- The Board of Selectmen welcomed Melissa Salinardi as the new Administrative Assistant. Melissa asked questions regarding access to the laptop for meeting minute taking, email access, and calendar bookings. The Board of Selectmen would like to see the central calendar moved into the Administrative Assistants office for all Town building bookings to go through one person. The Board also reviewed the Town Hall rental agreement and Steve Smith suggested revising the policy. The Board will look into examples of other town's and revise the policy during a future meeting.
- Additionally, Ms. Salinardi asked about the new time punch system and when it would be installed and when departments would begin to use it. Derek Tremblay has initiated learning the system and will be in charge of communicating with Ms. Salinardi and the rest of the departments. Dianne Craig suggested keeping the hours in military time as it would be helpful for the Quickbooks program.

Board of Selectmen:

Dianne Craig:

Assessing:

Dianne Craig updated the Board stating that many assessing documents have been gone through, however, there are still many more that are being uncovered. She is not sure if things were entered correctly or at all in the Summit system. She is currently going through veteran's benefits and credits as well as timber permits and intent to cut permits. She mentioned that there are an additional three state reports that are due by September 1st that she was unaware of and is currently trying to figure out how to do them or if needed, apply for an extension.

She also mentioned that Melissa Salinardi has begun training with Heather Peckham and will continue training and will take online training courses to familiarize herself with some of the programs.

OLD BUSINESS

FEMA update:

- Dianne Craig reminded the Board that they will be reviewing the bridges tomorrow, August 9th.

NEW BUSINESS

Day to Day Operations:

- Nothing new to report.

New Employee Policy Guidelines:

- Derek Tremblay suggested that the Board not “re-invent the wheel”. He suggested reviewing other town’s policies. Shae Simino offered to bring Unity’s policy before the Board for review. The Board will table discussion, however, they will research other town policy information.

STANDING ITEMS

- Pre-Construction Meeting (Lempster Coach Bridge)
- UVLSRPC - May
- Grange Update
- Mt. Sunapee Advisory Commission Update
- Library Grant Update: This will take place online with Bonnie Belden on Wednesday.
- Monthly Budget Review: A tentative Budget Committee meeting is scheduled for August 25th. The Board would like to send out emails to all department heads to discuss the budget. The Board would like to pull a report and submit it to Budget Committee during their meeting.
- Veterans Monument Review
- Flag Poles at Cemetery
- Other Items

ADJOURNMENT

The next regular meeting of the Board of Selectmen is scheduled August 22, 2022 at 5:30 p.m.

Dianne Craig motioned to adjourn the meeting. Derek Tremblay seconded the motion. All were in favor-yes; motion carried (3-0).

Meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Melissa Salinardi

Administrative Assistant