



Monday, June 12, 2023

Board of Selectmen Minutes

In attendance: Dianne Craig (Selectmen), Derek Tremblay (Selectmen), Alicea Bursey (Selectmen), Barbara Paronto, Dave Colter, Bonnie Belden, Trish LaBossiere, Shae Simino, Kirsten Hershey, Lydia Hawkes, Bruce Nadeau, Chief Ed Andersen, Aaron Simpson, Melissa Salinardi

CALL TO ORDER

The Board called the meeting to order at 6:30pm.

PLEDGE OF ALLEGIANCE

ROAD AGENT UPDATE

- **Equipment Maintenance:** Shae Simino provided an update that the new tires have been put on the back-hoe and are working well. He mentioned that a recal notice had been received on one of the vehicles and that it was being taken care of.
- **Highway Assistant Position:** Shae mentioned that Joel Lussier has given his retirement notice date. Joel will remain an employee until November 4, 2023. Shae reviewed the draft job description for the highway assistant position and suggested some edits. The Board also reviewed the the draft and will finalize and post the job as soon as possible.
- **Bridge Work:** Shae presented the Board with three options and estimates for fixing the bridge on Center Road. These estimates are as follows:
 1. Hansen Bridge LLC: Overall estimated price would be between \$28,850 and \$30,335 which would include the deck and the crane rental to place the beams. The estimated timeframe to build would be two to three weeks. This cost does not include labor expenses for the Highway Department. The overall life expectancy would be 40-50 years maintained.
 2. Michie Concrete Products, LLC: Overall estimated price would be between \$28,845 and \$30,000 which would include a crane to set the sections and the deck, however, steel beams would not be required. The estimated timeframe would be two weeks. This cost does not include labor expenses for the Highway Department. The overall life expectancy would be 40-50 years maintained.
 3. Wooden Kit Built by the Highway Department: This would be a longer build time and would have an estimated life expectancy of 10 years, unmaintained. A crane would still need to be rented to complete this option. Overall estimated price, not including labor expenses, would be between \$18,000 and \$21,000

Dianne Craig explained that FEMA has agreed to pay roughly \$25,000 to fix this bridge. She added that with some of these estimates, the Town would be a little short and would have to cover the remaining difference. Alicea Bursey asked if the intent was to keep the Class VI bridge as an emergency access bridge. Dianne Craig stated, "yes." Derek Tremblay asked Shae what he thought was the best approach. Shae responded and said that a concrete bridge would be best as it would last longer and be easier to maintain as well as take less time to build. Dianne Craig asked Barbara Paronto if there was money in the Capital Reserve Fund that could be used for bridge maintenance. Barbara Paronto responded, "yes." The Board agreed that going with the

Michie option would be the best decision, however, they would like to review an updated contract for Michie before the contract is signed. The Board agreed to hold a working session on Monday, June 19th at 6:30 pm to sign the contract and review this matter.

- **Rands Pond Boat Landing:** Shae shared that he reached out the NH DOT and received an estimate of four hundred plus forty cents per square foot to dredge the sand out of the boat ramp area. Derek Tremblay asked Shae if he would continue to research this and put it into his next budget. Bonnie Belden mentioned that in all the years she has personally used the boat ramp, this had never been a problem and thought that it was caused by the excess rain and erosion to the area. The Board will continue to monitor this situation.
- **Resident Complaint:** A resident on East Mummery Road had some concerns regarding her cloudy well water after road maintenance had been done to the area. She brought a water sample to the Selectmen's office on Tuesday, May 30th, however, since receiving the sample, the water has now been clear. The resident has not reached out with any further complaints at this time. Dianne Craig asked Shae to explain what work was being done and asked if there had been any other complaints. Shae remarked that the residents well is very close to the road and the vibrating from the machine was what was causing concern. He also mentioned that no other complaints were raised. Dianne asked Shae if in the future the highway team can monitor the area and adjust how they maintain that section of road to prevent any possible damage.

Chief Andersen, Bruce Nadeau, Kirsten Hershey, and Aaron Simpson joined the meeting at 6:53 pm.

APPOINTMENTS:

- **Conservation Committee:** Dianne Craig explained that Lydia Hawkes was interested in joining the conservation committee. Lydia Hawkes asked what the committee is responsible for. The Board gave a brief list of responsibilities and mentioned that the committee is currently doing water testing and maintaining the trails around Gunnison Lake. The Board asked Lydia if she was still interested in joining and she replied, "yes".

Dianne Craig motioned to appoint Lydia Hawkes as a member to the Conservation Committee. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.

Melissa Salinardi will connect Lydia Hawkes to the other members of the committee.

- **Northmark Security:** Dave Colter explained that the fire security alarm in both the Library and the Fire Station has been working inconsistently. He explained some of the history of the lines used for the alarm system and explained that in order for the alarms to work correctly, two different POTS lines would be needed. He suggested adding an additional line to the Library building and determining whether the Fire Station had a second line. He stated that there has been no issue with the Town Hall.

Trish LaBossiere explained that the Library has never had two landlines and added that she did not think the Library should be responsible for paying for an additional line to the building as it would be a Town responsibility to cover the expense of the line. The Board discussed how to fix this problem and determined to set up a time with the Fire Chief for Mr. Colter to be able to work on the fire panel in the Fire Station. The Board also determined to add a second line to the Library building at the expense of the Town. Once the line is added, Mr. Colter can return to adjust the system. Dianne Craig asked if a fire alarm could be added to the Grange. Mr. Colter thought that the project might be a bit more difficult now that the building has been restored. Mr. Colter also asked for a list of updated contacts for each building to be called for emergency

alarms. Melissa Salinardi will gather that information and provide the list to Mr. Colter via email. The Board thanked Mr. Colter for coming in to explain the situation.

- **Update of Property Issue:**

Dianne Craig requested to go into non-public session to discuss a property concern on Brook Road.

Dianne Craig motioned to go into Non-Public Session under RSA 91-A:3, II (e), “consideration of lawsuits threatened in writing or filed against the body or one of its members.” Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.

The Board invited Chief Andersen, Bruce Nadeau, Kirsten Hershey, and Aaron Simpson to join the non-public session.

The Board entered non-public session at 7:18 p.m.

A property matter was discussed.

Dianne Craig motioned to come out of the Non-Public Session at 7:53 p.m. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.

Dianne Craig motioned to seal the minutes indefinitely as it would adversely affect the reputation of any person other than a member of this board and it would render a proposed action ineffective. Alicea Bursey seconded the motion. All were in favor-yes; motion carried, 3-0.

PUBLIC COMMENTS

Chief Andersen gave an update on the police cruiser and stated that he is having some delay issues in getting the old cruiser stripped and the material switched to the new cruiser. He stated that the original company he was planning to use pushed the timeline for completion back to October or November. He suggested using his business, Unique Fiberglass and Auto where he would be able to get the car stripped in a much more timely manner. The Board agreed to this business change and suggested that Chief Andersen go forward with his plan as long as it remains in the budget that he has estimated.

APPROVAL OF MINUTES

- **Minutes of May 22nd:** The Board tabled the approval of the May 22nd minutes until the next meeting on June 19th.

ADMINISTRATIVE ASSISTANT UPDATE

- **Rental Form/Gunnison Lake:** Alicea Bursey presented suggested edits to the drafts of the rental agreement and the Gunnison Lake permit agreement. Melissa Salinardi will make these changes and post the updated forms accordingly.
- **Grange Work:** Melissa reported that she reached out to two additional contractors for the remaining work on the Grange. She heard a definite no from one and the other did not return her call. She did not have any other bids for the completion work that needs to be done before the end of September. The Board agreed to bypass the purchasing policy and accept the estimate of roughly \$6,000 from All Trades Contracting LLC. A balance of \$4,850 from the Moose Plate Grant will be used towards this project, leaving the remainder to be paid by the Town.

Dianne Craig motioned to bypass the purchasing policy and accept the bid for All Trades Construction, LLC and have them complete the work prior to the September 30, 2023 Moose Plate Grant deadline. Alicea Bursey seconded the motion. All were in favor-yes; motion carried, 3-0.

- **Summer Hours:** Melissa mentioned that the spring office hours are coming to an end by mid-June and asked if she could extend the current office hours through the end of August. The Board agreed to continue the same office hours through the summer months. The Selectmen office hours will remain Monday through Thursday, 7:30 am to 3:30 pm.
- **Truck Speed:** Melissa presented the Board with a draft letter to be sent to Carroll Concrete to address the excess speed of some of the trucks coming and going from the Andersen Pit. Dianne Craig mentioned that she would like to give Mr. Shawn Carroll, Jr. a courtesy call to see if the problem can be resolved without a letter. Alicea Bursey and Derek Tremblay agreed to a phone call approach before any further actions are taken. Dianne Craig will contact Mr. Shawn Carroll, Jr. No letter will be sent at this time. Alicea shared that not all speeding traffic was Carroll related.
- **Current Use Extension:** Melissa explained that the current use project that has been contracted with Commerford Nieder Perkins, LLC (CNP) is in need of an extension as CNP has not completed the work on their end. The extension request was for August 1, 2023. The Board signed the extension.

NEW BUSINESS

Deputy Emergency Management Position: Alicea Bursey explained that she is willing to fill the position of Deputy Emergency Management and be a representation for the Board of Selectmen. She added that it is her understanding that the primary responsibility of this role will be to act as a back-up person and open the command station when the Emergency Management chair is active in an emergency crisis. Dianne Craig mentioned that there has never been someone in this position before, however, did not oppose Alicea taking the position. Derek Tremblay added that it would be a good position for someone on the Board to be in to keep people connected.

Derek Tremblay motioned to nominate Alicea Bursey as the Deputy Emergency Manager. Dianne Craig seconded the motion. All were in favor-yes; motion carried, 3-0.

BOARD OF SELECTMEN

- **FEMA:** Dianne Craig gave an update on FEMA determinations. She stated that Ball Park bridge got denied, however, she is going to go through the appeal process because she believes that the Town did everything that was asked of them and that there was no reason for the denial. She also added that Ball Park bridge is being reviewed by the State, however, the timeline on acceptance is longer and the Town could be waiting until summer 2024 before they hear any responses. Alicea Bursey suggested adding the bridge to the Capital Improvement Plan and seeing if any grants might be available.

Dianne Craig continued by stating that Lempster Coach, Class VI, will be going through and then hopefully the other Lempster Coach bridge. She added that she is insisting that any repairs or bridge maintenance be recorded and paperwork be established so that in the future, if an emergency happens, the process can be smoother.

Dianne Craig also gave an update that the application to Hazardous Mitigation for a generator for the Grange and Fire Station was denied. There is another avenue that may be pursued, but we need to complete the LEOP which had not been completed but was due to be completed soon, she has been in communication with the person who was handling the LEOP and is hopeful that another avenue can be pursued.

- **Fire Truck Transmission:** Dianne Craig mentioned that she pulled all the fire truck repair bills for the time after the flood damage and presented them to the Board for review. She stated that invoices clearly note that there was water in the transmission, however, because companies were switched after repairs had been made she does not believe there is anything else the Town can do but go forward with fixing the transmission.

Alicea Bursey asked how the Board of Selectmen could better assist the Fire Department with such issues. She added that she would like to see better communication and accountability. The Board discussed the possibility of having more updates from department heads. The Board would like to further discuss this matter at a future meeting and have an open conversation with department heads to determine the best way the Selectmen can assist them in meeting their needs for their departments.

- **Flags:** Dianne Craig was contacted by Mr. Alan Greenhalgh regarding the flags being displayed on the telephone poles. Mr. Greenhalgh would like to donate new flags to replace the older ones. After discussion, the Board agreed to accept the donation of new flags.

Alicea Bursey motioned to accept Mr. Alan Greenhalgh's donation of new flags for the telephone poles. Dianne Craig seconded the motion. All were in favor-yes; motion carried, 3-0.

OLD BUSINESS

- **Handbook:** This item was tabled until a future meeting.
- **Planning Board Update:** Alicea Bursey presented an update stating that the Planning Board is reviewing the Pheasant Runn development run-off situation and is pursuing sending a letter to abutters to make them aware, however, the Planning Board wishes to contact the Town attorney for further discussion before finalizing the letter and making a decision.
- **Additional Meeting Work Sessions:** Alicea Bursey asked the Board if they would like to hold an additional meeting to be used as a working session either one or two additional Monday's of the month. Dianne Craig suggested the Board start with one extra meeting and see how it goes.

Alicea Bursey motioned to have one additional work session meeting on the third Monday of the month through the summer. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.

- **Mt. Sunapee Expansion Plan:** Derek Tremblay gave an update that he has been receiving emails regarding the Mt. Sunapee Expansion Plan, however, he does not see anything that would affect the Town. He mentioned that there is some concern from residents regarding an additional parking lot but other than that, he does not see any other issues.
- **FB Monitoring:** Derek Tremblay mentioned that someone from WMUR had reached out on the Town's FB to discuss the history of Goshen and wondered if anyone had come to the Town. Melissa stated that she did see any WMUR representative and was not aware if anyone was spoken to. Alicea Bursey will continue to maintain the Town's FB account.

- **Town Attorney:** Derek Tremblay voiced his concern regarding the more frequent use of the Town attorney especially in regards to civil matters. He expressed that he is not in support of speaking to the attorney for everything and would like to see that interaction be kept to a minimum especially when discussing any civil matters.
- **Employee Retirement:** Derek Tremblay discussed the retirement of two employees under the old personnel policies and asked if the Board was planning to take action on these matters. Dianne Craig mentioned that no request was made during the time of employment and no records could be found therefore, it would be difficult to track compensation unless it was tracked by the prior administrator and there were no records that were found with that information. Once the position became part-time there is no longer benefits available. Derek Tremblay was concerned that the Board never finalized a decision on this matter. Dianne Craig again mentioned that due to the fact that no benefits are provided for part-time employees, she did not feel that benefits could be given. Both Alicea Bursey and Dianne Craig agreed that when an employee leaves their position benefits are given. The Board agreed to plan accordingly for Joel Lussier's retirement.

STANDING ITEMS

Monthly Budget Review – last meeting of the month – summary from the secretary.
 Veterans Monument Repair
 Flag Poles at Cemetery
 Planning Board Update
 Professional Development - Ongoing
 Deputy Emergency Management Position
 Other Items

Alicea Bursey motioned to adjourn. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.

The meeting adjourned at 9:23 p.m.

The Board will have an additional working session on **June 19, 2023 at 6:30 p.m.**

The next regular meeting of the Board of Selectmen is scheduled **June 26, 2023 at 6:30 p.m.**

Respectfully submitted by Melissa Salinardi