



Monday, July 24, 2023

Board of Selectmen Minutes – Final Approved

In attendance: Derek Tremblay (Selectmen), Alicea Bursey (Selectmen), Brandon Stocker, Shae Simino, Melissa Salinardi

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROAD AGENT UPDATE

- **Diesel Spill:** Shae Simino reported that there had been a large diesel spill on Cross Road caused by an individual who was moving an oil tank. NH DES was contacted and was on the scene when the highway department stopped to assist in the containment of the spill. Shae mentioned that the spill was in the area where water comes across Brook Road and that the spill has been contained, however, not fully removed. He stated that he reached out to Dianne Craig on Monday morning to discuss the highway departments involvement in the incident and added that he would like to give the individual who caused the spill some time to take care of the clean-up by himself. Shae noted that the NH DES is involved in the case and will be following up with the property owner.

The Board expressed that Shae should monitor the situation since the individual said they would handle the clean up early in the week of July 24th. Shae mentioned that the state requires a receipt that the contaminated materials have been disposed of properly and suggested that if the area is not clean-up by the end of the week, he would take action and then charge the individual for all disposal fees. Alicea Bursey suggested keeping track of all materials used and time spent by the highway department. Shae also mentioned that Fire Chief, Ryan Hall was aware of the situation. Alicea Bursey asked where the damaged tank currently was and whether there was still fuel within the tank. Shae was not aware of the location of the damaged tank nor whether fuel was still in the tank.

- **Road Maintenance:** Shae reported that he has been working on ditching and cleaning out the culverts. The highway department is currently on Cross Road.
- **Highway Assistant Position:** The Board discussed their schedules for interview days and times and Shae gave an update that nine applicants sent in resumes for the position. Alicea Bursey looked through the resumes and Derek Tremblay suggested sending emails to all the applicants regardless of whether they will be interviewed. The Board discussed the hiring process and determined to begin interviews as soon as possible. Derek Tremblay will send a template for responding to the applicants and Shae and Melissa will work on getting emails sent out as quickly as possible so interviews can begin.
- **New Truck:** Sandra Sonnichsen has communicated to Shae that she would be willing to look into a grant for a new truck. Some information is needed, including a map of the Goshen roads. The grant is a 80/20 split and the Board discussed having enough money in the budget for the expense. Shae thought that there would be

enough in the CRF to cover the cost if needed. Alicea Bursey suggested working the cost into his budget. Shae will research costs for trucks and continue to work with Ms. Sonnichsen on this matter.

- **Roadside Mowing:** Shae gave an update that he has received two quotes for roadside mowing. One from Dodge Farm and the other was dropped off to the secretary by AKSA.

Dodge Farm quoted \$65 hourly for use of the machine with an arm and \$60 hourly for the side machine. However, the equipment would need to be picked up and dropped off from New Boston, NH. AKSA quoted \$60 hourly for a side or arm mower (blades included) or a monthly rental of \$2,500 per machine. The machines would have to be picked up and dropped off to Lempster, NH. In all options presented, the highway department would be responsible for completing the task. No operator cost was included.

Derek Tremblay asked if Shae needed both machines and roughly how long it would take him to complete the job. Shae stated that he would need both machines and that it would take roughly two weeks but maybe less. Alicea Bursey thought it would be more beneficial for a month rental so that the highway department could have some flexibility and added that she would like to see the monthly cost from Dodge Farm. Derek Tremblay agreed and added that he would like to see one more quote before making a final decision. Derek also asked if Shae was going to mow around the Goshen town signs and Shae responded that they will get mowed this week.

- **Time Off:** Shae mentioned that he would like to take some time off. He will submit his request to the Board for approval.
- **Drone Usage:** Alicea Bursey read an email regarding assistance from Judy Aron in providing drone covered for rain damage. Brandon Stocker suggested that the drone usage would be better suited for towns that experienced much greater damage and for areas that may have been completely shut down.

APPOINTMENTS:

Emergency Management Director Position: Brandon Stocker provided a verbal resignation to the Board. Due to personal reasons, he asked to step down from the Emergency Management position. He suggested that Chris Moen may be interested in the position and that he would be willing to act as a deputy if needed. He reported that he would also be willing to continue monitoring projects that have been started and see them through to completion. The Board regretfully accepted Mr. Stocker's resignation and asked that a formal written resignation be submitted. They also agreed to invite Mr. Moen to the next meeting to discuss the position.

Brandon Stocker left the meeting at 7:17pm.

APPROVAL OF MINUTES

- **Minutes of July 10th:** The Board had no concerns or edits to the July 10th meeting minutes.

Alicea Bursey motioned to accept the minutes of July 10, 2023 'as is'. Derek Trembalay seconded the motion. All were in favor-yes; motion carried, 2-0.

PUBLIC COMMENTS

None

ADMINISTRATIVE ASSISTANT UPDATE

- **Budget Review:** Melissa Salinardi presented the Board with a budget update. She stated that she continues to clean-up the QuickBooks account before budget season begins. She pointed out a few line items including the legal line which is almost completely used. Alicea Bursey insisted that further tracking be done for all legal expenses so that the Board can review this line more closely and if necessary, pursue reimbursement from cases that have become civil matters. Derek Tremblay believes that the Board should be cautious when allowing Town legal to interact with resident's legal counsel and advised limiting these kinds of interactions in the future. The Board also has concerns with the Town using legal counsel in civil matter cases and would like to avoid this in the future.

Derek Tremblay made mention to the Highway budget and asked that Shea continue to monitor his budget closely and asked if all bills were accounted for. Melissa stated that there may be a large bill still coming from K.A. Stevens from materials and operator costs used to repair roads after the rain damage.

- **Traffic Concern:** The Board read aloud a letter submitted by the SAU #102 in regards to excessive speed from traffic during their School Fair Event on May 20, 2023. The letter stated that the excessive speed was a “dangerous situation for all in attendance” and the School Board wanted to bring the issue to the Selectmen. The Board reiterated that they have met with Chief Andersen and have given him permission to find a solution for monitoring the speed with possible solar powered speed limit signs. The Board will continue to monitor this situation as updates are available from the Chief.
- **Cybersecurity:** Melissa provided a report regarding the cybersecurity checklist that she went through with a Primex representative. The Board reviewed the checklist and agreed that changes may need to be made to update the Town's cybersecurity system. Derek Tremblay suggested the possibility of moving into a .gov domain and suggested looking into how other Towns have transitioned into this type of domain. The Board agreed to have Melissa go ahead and get the free CISA assessment review to determine what areas may need to be addressed.
- **Former Employee Compensation:** Melissa reported that she was asked by a former employee if information was found regarding their compensation owed to them. Melissa stated that upon first inspection, she was not able to find any records indicating compensation owed to the employee and that she would have to go back in the records to determine how much time was actually used by the employee and how much available time was unused. Alicea Bursey expressed concern that four to five years have passed since the employee retired from full time employment and that it has been several months since the employee's employment has ended with the Town. The Board discussed next steps and agreed that they would like Melissa to start researching financial entries followed by a search of timecards. The Board will revisit the discussion at the end of the summer.

NEW BUSINESS

- **Solar Funding:** Alicea Bursey brought a solar funding grant email to the Board's attention and mentioned that she thought that the Town needed to have solar regulations in place to be able to apply for the funding. Derek Tremblay will look into the regulations for solar and the grant rules.

BOARD OF SELECTMEN

- **FEMA:** Melissa gave a report that there was a FEMA meeting scheduled for Tuesday morning. She also reported that the appeal letter and supporting documents for Ball Park Bridge needed to be submitted by July 24th and that all information has been sent on time.

- **Mt. Sunapee Expansion Plan:** Derek Tremblay gave an update that he has received an email 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.

OLD BUSINESS

- **Handbook:** The Board discussed a possible handbook training opportunity through Primex on October 5th and asked if Melissa thought she would like to attend. Both Board members were unable to join the session due to schedule conflicts and Melissa stated that she did not think it was necessary for her to join the training as she does not feel comfortable creating handbook decisions.
- **Meeting Schedule:** The Board will discuss upcoming meeting dates when all members are present.

STANDING ITEMS

- Monthly Budget Review – last meeting of every month (summary given from the secretary).
- Veterans Monument Repair
- Flag Poles at Cemetery: The Board asked Shae what condition the poles were in. Shae responded that one of the poles is damaged beyond repair and the Board asked Shae to dispose of the damaged pole accordingly. The Board agreed to remove this item from the standing list.
- Planning Board Update: Derek Tremblay provided the Planning Board update at which he noted the next actions the Planning Board would like to make regarding the water damage/erosion from rains at the Pheasant Runn location. Alicea Bursey cautioned the Board that this is a civil matter and beyond providing information to requisite parties, etc. the Town's involvement should be minimal. Alicea further shared that her recollection of Planning Board duties did not include the right to access properties without consent of the property owner and that site visits are likely not appropriate at this point. Derek mentioned that the Planning Board did receive permission from Mr. Bell to access his property.

There was discussion about how private roads should be addressed and the regulations of the Town regarding road specifications. Alicea Bursey shared that the Driveway Regulations for the Town note that where two more access points occur the access itself should be upgraded to the specifications of the Town's regulations. The Board discussed updating the class VI road waiver policy to address any possible concerns. Derek Tremblay offered to relay these points to the Planning Board.

- Professional Development (Ongoing)
- Deputy Emergency Management Position – The Board agreed to remove this item from the standing list as it has already been addressed.
- MOU Review (five-year review)
- Code Enforcement Position
- Other Items

Alicea Bursey motioned to adjourn. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 2-0.

The meeting adjourned at 8:53 p.m.

The next regular meeting of the Board of Selectmen is scheduled for **August 7th 2023 at 6:30 p.m.**

Respectfully submitted by Melissa Salinardi