



Monday, October 23, 2023

## **Board of Selectmen Minutes – Final Approved**

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In attendance: Dianne Craig (Selectmen), Derek Tremblay (Selectmen), Alicea Bursey (Selectmen), Chief Ed Andersen, Bruce Nadeau, Kirsten Hershey, Shae Simino, Melissa Salinardi

### **CALL TO ORDER**

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

### **PLEDGE OF ALLEGIANCE**

### **ROAD AGENT UPDATE**

- **General Update:** Shae reported that work has begun on the Center Road bridge and the decking is scheduled for delivery on November 1st. He added that he hopes to have the bridge completely finished by November 12th or 13th. Alicea Bursey asked if an inspection was needed after the completion of the bridge. Shae stated that because the bridge is a Class VI bridge, an inspection was not necessary. Dianne Craig suggested that the project be well documented by pictures and then added to a file after completion.

**Transfer Station:** Shae mentioned that some of the Tippicanoe campers have asked whether they have the ability to use the Transfer Station. The Board reviewed the recycling ordinance and Shae added that he thought that some updates to the recycling ordinance needed to be made. The Board discussed the use of the Transfer Station by tax payers only and stated that the campers were allowed to use the Transfer Station for demolition and recycling only due to the fact that the campground owner provides the campers with a trash receptacle at the campground. There was some discussion regarding the term “trash generated in Town” and how it applies to campers. Dianne Craig mentioned that the topic of campers using the Transfer Station has been previously discussed in past meetings and suggested that the resident list created by the Town Clerk’s office be used to determine who has the ability to use the Transfer Station. The Board discussed purchasing new stickers for vehicles to help identify Goshen residents. The Board agreed to revisit the recycling ordinance and make appropriate edits.

**Highway Assistant Position - Update:** Shae updated the Board that two applicants have applied for the position. One applicant was denied and the other will be contacted for more information.

### **APPOINTMENTS:**

- **Bea Jillette (Historical Society):** Bea Jillette discussed the request for money from the Historical Society and explained that the funds are primarily needed to pay for the Historical Society’s website domain. Ms. Jillette explained that the website has been helpful when applying for grants and that the society would like to see the website cost maintained by the Town to make sure the website endures no matter what may happen to the Historical Society and its members. She added that the Historical Society will continue to pay their remaining bills out of the remaining \$300 that is allotted to them by the voters.

Dianne Craig asked who was currently in charge of the Historical Society. Bea Jillette answered that the members consisted of Mary Hudson, John Wirkkala, Sandra Sonnichsen and herself as treasurer. She added

that the Historical Society has been established since 1969 and has primarily financially supported their endeavors through fundraising. She explained the society's desire to turn the second floor of the Grange building into a museum to house the various documents and historical items that the Historical Society has been managing through the years.

The Board agreed to take sole responsibility of paying the Historical Society's website domain annually. Mary Hudson will be in touch with the Board of Selectmen secretary and they will transfer the account information to the Town's account. The remaining budgeted amount will be sent to Bea Jillette each year for the Historical Society's remaining bills.

***Dianne Craig motioned to pay the Historical Society the full 2023 budgeted amount of three-hundred dollars (\$300). Alicea Bursey seconded the motion. All were in favor-yes; motion carried, 3-0.***

***Dianne Craig motioned to transfer payment from the Historical Society to the Town for the website domain payment and to pay annually out of the budgeted Historical Society's account. Alicea Bursey seconded the motion. All were in favor-yes; motion carried, 3-0.***

*Bea Jillette left the meeting.*

#### **APPROVAL OF MINUTES**

- **Minutes of October 2nd:**

***Dianne Craig motioned to accept the minutes of October 2, 2023 'as is'. Alicea Bursey seconded the motion. All were in favor-yes; motion carried, 2-0. Derek Tremblay abstained.***

#### **APPOINTMENTS CONTINUED:**

- **Chief Ed Andersen (Property Update):**

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." Alicea Bursey seconded the motion. All were in favor-yes; motion carried, 3-0.***

**The Board invited Chief Andersen and Bruce Nadeau to join the non-public session.**

The Board entered non-public session at 7:09 p.m.

A property matter was discussed.

***Alicea Bursey motioned to come out of the Non-Public Session at 7:40 p.m. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.***

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

- **Kirsten Hershey (Property Concern):**

Kirsten Hershey addressed the Board and asked where they stand with her property concerns that have been continuously discussed since last fall. She added that the problems have not been addressed and it has caused her more frustration and cost her more money with no positive outcome. Dianne Craig stated that because the minutes of the non-public session were closed, the Board cannot discuss the details. She asked Ms. Hershey to be patient as the Board continues to monitor the situation. Derek Tremblay mentioned that these matters take time and also asked Ms. Hershey to be patient. Ms. Hershey expressed her frustration with the Board stating that she felt that the Board let her down and that they have set a bad precedent for the Town by not providing assistance in this matter.

*Kirsten Hershey, Chief Ed Andersen, Bruce Nadeau, Shae Simino left the meeting.*

## **PUBLIC COMMENTS**

None

## **ADMINISTRATIVE ASSISTANT UPDATE**

- **ZBA Inquiry (Email):** The Board received an email from the ZBA chair inquiring about a resident's construction and remodeling on Mill Village Road. They presented concerns regarding the septic and status of the renovations and whether proper procedures for the renovations were followed.

The Board of Selectmen was unaware if the proper permits were obtained by the resident, no paperwork was found on the matter. They reviewed the Zoning and Building Ordinances, Section B. Buildings, B.4. Dwelling Units per Building which states, "Three apartments or units for permanent or temporary residents shall be the maximum allowed for any one building except when a special exception has been granted by the Zoning Board of Adjustment." The Board was also concerned that the renovations were a violation of this ordinance. Chair Craig stated that she would speak with the Building Code Enforcer, Bruce Nadeau about the matter and see if further information could be obtained.

- **Library Update:** Melissa gave an update from Bonnie Belden regarding the Discovery Park Grant. She reported that the Library has received another \$5,000 grant for the project and that the quarterly report has been submitted. Melissa added that she has not received the reimbursement to the Town for expended funds, however, she has sent reminder emails and phone messages to the grant representative and has been told that they would reach out if any additional information was needed.
- **Healthtrust New Rates:** The Board reviewed the new rates that have been increased by Healthtrust for the employee benefits. Dianne Craig mentioned that employee retention is a concern and that health costs will continue to rise. She suggested that the Town keep the current plan for employees and make plans for the future to discuss options with the employees if increases continue to happen. Both Derek Tremblay and Alicea Bursey agreed to keep the current plan for the upcoming year.

*Alicea Bursey motioned to accept the 2024 Healthtrust contract and keep the same employee plan in affect. Dianne Craig seconded the motion. All were in favor-yes; motion carried, 3-0.*

- **UVLSPRC Support Letter:** The Board reviewed a request for support from the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC). The Board had no concerns and signed the letter of support.

- **Budget Review:** The Board reviewed the budget expenses. Melissa mentioned that department budget requests are due on November 1<sup>st</sup>. The Board will review the requests as they are received. Dianne Craig suggested sending an email to department heads thanking them for their budget requests and suggested that all departments monitor their spending as the Town approaches the end of the fiscal year.

The Board discussed the Capital Improvement Plan and agreed that no updates needed to be sent to the Planning Board. Alicea Bursey will update the Planning Board.

- **LEOP:** Melissa mentioned that the LEOP is in the review stage and that she has sent out an email for the LEOP to be reviewed by the Emergency Management Director, previous EMD director and the Board of Selectmen members, if no changes are suggested, the draft will be made final.

Alicea Bursey stated that effective November 1, 2023 she is resigning as Deputy Emergency Manager. She will submit her formal resignation to the Board and to the Emergency Manager as soon as possible.

## NEW BUSINESS

None

## BOARD OF SELECTMEN

- **FEMA:** Dianne Craig reported that Ball Park bridge is back in review and that Brickyard bridge appeal has been submitted but not reviewed by FEMA. She mentioned that Lempster Coach bridge, Class VI is in final review and the reconstruction plans have been finalized and submitted to FEMA. She suggested that the two Lempster Coach bridges be bundles together and put out for bid at the same time. Alicea Bursey asked if they had to remain separate for FEMA purposes. Dianne did not think it was necessary once the funds have been approved.

Melissa reported that a exploratory call with FEMA was set up to discuss the damages done in the July 2023 storm. She mentioned that a FEMA representative has been assigned to the new project and will connect with the Town about the next steps.

## OLD BUSINESS

- **Code Enforcement Position Review:** The Board discussed redesigning the position of the Code Enforcement Officer. They discussed creating a per diem position for the role verses the current stipend position. Derek Tremblay mentioned that the position is a specialty skill. The Board will continue to review this topic at a future meeting.
- **Handbook:** The Board is still working on handbook changes. The Board will make the changes to the policy during the next working session. Melissa mentioned that she did not have a signed purchasing policy on file. The Board will sign a copy during the next signing of documents.
- **Performance Review:** Alicea Bursey has reached out to Kayla Frink, PB Chair, to find the digital version. She will update the Board when the document is found.
- **Planning Board Update:** Alicea Bursey gave an update. She stated that the Planning Board has approved the Andersen Pit permit renewal for Phase 2. She added that they have also performed their annual Andersen and Davis Pit inspections and although a vote was not taken, they found no issues with the Pit locations. Alicea

also mentioned that the Planning Board is still reaching out to NHMA to ask questions about the property concern on Pheasant Runn Road, no updates are known at this time.

- **Future Meeting Schedule:** The Board reviewed the upcoming meetings and decided to add an additional working session on November 6th at 6:30 p.m. to the upcoming meeting list.

#### **STANDING ITEMS**

- Monthly Budget Review – last meeting of every month (summary given from the secretary).
- Veterans Monument Repair
- Flag Poles at Cemetery
- Planning Board Update
- Professional Development (Ongoing)
- MOU Review (five-year review)
- Code Enforcement Position
- Other Items

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

The meeting adjourned at 8:48 p.m.

The next meeting of the Board of Selectmen is scheduled for Monday, **November 6, 2023 at 6:30 p.m.** This will be a working session.

Respectfully submitted by Melissa Salinardi