

Monday, February 26, 2024



## Board of Selectmen Minutes - FINAL

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In attendance: Dianne Craig (Selectmen, Chair), Alicea Bursey (Selectmen), Derek Tremblay (Selectmen), Shae Simino, Melissa Salinardi

### CALL TO ORDER

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

### PLEDGE OF ALLEGIANCE

### ROAD AGENT UPDATE

- **Road Posting Updates:** An update was given that the roads should be posted due to the recent weather changes. Shae Simino reported that he had received a complaint stating that the roads should be posted before a specific date. However, after research, Shae discovered that there was not a specific date according to RSA 231:190-191 and the roads can remain posted at the discretion of the Road Agent and the Board of Selectmen.

*Alicea Bursey motioned to post the roads in accordance with RSA 41:11 effective February 16, 2024 with a tentative release date of April 15, 2024. Derek Tremblay seconded the motion. All were in favor; motion carried, 3-0.*

Shae reported that brush cutting has begun and will continue as the Highway Department works to reshape the roads. He also mentioned that he received a cost increase notice from a vendor that has been used in the past. Alicea Bursey mentioned that he may have to figure a larger increase into his budget for the next year. Dianne Craig mentioned that the increase may already be accounted for in his 2024 budget. Shae will monitor his expenses accordingly.

- **Turnaround Update:** Shae stated that he spoke with the owner of the turnaround area on Rands Pond Road and as of right now, the Highway Department has been given permission to use the turnaround. The Board had no questions or concerns.
- **Resignation Letter:** The Board received Joel Lussier's resignation letter with an effective end date of April 26, 2024.

*Alicea Bursey motioned to accept Mr. Lussier's resignation letter with an effective end date of April 26, 2024. Derek Tremblay seconded the motion. All were in favor; motion carried, 3-0.*

- **Assistant to the Road Agent Position:** Shae stated that he has been brainstorming different hiring options in case a full-time replacement is not found. Alicea Bursey stated that she will draft the ad for the position to be placed in the Kearsarge shopper. The ad will be submitted by Wednesday, February 28, 2024. Alicea Bursey also suggested that Shae look into outsourcing options for Highway assistance.

- **Closing the Gate:** Judy Wilson of the snowmobile club responded to the Board’s email and stated that the club was fine with the Board’s suggestion to close the snowmobile gate at the Gunnison Lake entrance. The Road Agent will close the gate on Tuesday, February 27, 2024.

## APPROVAL OF MINUTES

- **Review of Minutes (January 22, 2024):**  
*Alicea Bursey motioned to approve the minutes of January 22, 2024 with her edits that were provided on January 22, 2024. Derek Tremblay seconded the motion. All were in favor; motion carried, 2-0. Dianne Craig abstained.*
- **Review of Minutes (February 12, 2024):**  
*Dianne Craig motioned to approve the minutes of February 12, 2024 “as is”. Alicea Bursey seconded the motion. All were in favor; motion carried, 2-0. Derek Tremblay abstained.*

## PUBLIC COMMENTS

None

## ADMINISTRATIVE ASSISTANT UPDATES

- **PA-29 Forms:** The Board reviewed and signed one PA-29 submitted application.
- **Town Report:** The Town Report is printed and ready for pick-up. Shae Simino and Melissa Salinardi will coordinate a time for pick-up from the printer. The Town Reports will be made available for public display as soon as possible.

## NEW BUSINESS

- **Meeting Schedule:** Alicea Bursey read the following prepared words;  
*“Good evening, Board of Selectmen,*

*This evening I’d like to address the service we provide to the people of Goshen and ways we might be able to adjust our meeting schedule to meet those needs and improve response time.*

*At present, we meet on the second and fourth Monday of each month. We do this consistently with little regard for holidays to make sure needs continue to be met. This set up has resulted in meetings lasting three to four hours twice per month, in other words six to eight or more hours each month in meetings alone. Since our quorum size is small, we are limited to following up on items in a meeting or asking our admin to coordinate where possible with violating the spirit of the Right-to-Know laws. This has resulted in slowed response times to our residents, in some of our general operations, as well as to our employees.*

*To improve this situation, we have started to have working group meetings. Which are every bit an official meeting, with quorum, publicly announced, with minutes. The one difference is that the agenda is more controlled allowing for additional time to make deeper dives (our homework if you will) into topics like performance evaluations, contract reviews, policies reviews, and more. Again, these meetings are open to the public and we do take appointments for them as well offer public comments, an agenda is also prepared. We have worked to keep those meetings to no more than two hours and this has helped to improve response times, follow-ups, and to get work moving. This set up is working and I’d like to suggest we expand it permanently.*

*Here is why, by the numbers: Adding an additional one to two meetings (the first and third Monday's of the month) at two hours each is still six to eight hours of meetings in the month. Thus making the Board more accessible to the people of Goshen. I'd further suggest that we take a closer look at regulating our agenda, including limiting (where appropriate) appointments to 15 minutes, possibly creating a written policy on how meetings are run, restricting length of public comments (if permitted by regulations), etc. In the last two years, we have had two new full-time employees, and in the next year we will have another new full-time employee. Communication and mentorship to them will be greatly benefitted as well through additional opportunities to speak with the Board in a quorum setting.*

*The setup also allows us to improve our attendance numbers. While Riggins Rules (see NHMA article), specifically the first rule indicates that those in a role such as ours should expect to attend nearly 100% of the meetings. This isn't always achievable. Additional meetings each month will boost our numbers from 24 to somewhere between 36 and 48 other obligations notwithstanding such as voting day. To be clear, I'm not offering an excuse to miss meetings, this is a pathway to improving our service to the Town and reducing administrative burden. This plan aligns well with current practices around check signing which occur each Monday on an individual basis regardless of whether a meeting exists that day.*

*The other added benefit, also in line with Riggins is that we can do our assignments in these sessions. This may reduce the amount of time spent external to these meetings, since we would be able to share our knowledge on a project with our Board members in real time versus waiting two or more weeks for a quorum and in some situations even longer when a full Board should really review a topic.*

*I'm supportive of adding up to two meetings per month for a total of four meetings per month but would like the Board to discuss this option. Of note, a head of this meeting, I reached out to NHMA for guidance on the change process should we decide to move forward. Their guidance was the Board may call additional meetings at any time by complying with RSA 91-A and providing 24 hours notice in two public areas. Beyond that if we have a set of procedures in place which state a fixed schedule we can simply vote on changing that language accordingly."*

***Alicea Bursley motioned to alter the Board of Selectmen meeting schedule to four times per month. With meetings occurring on the first, second, third, and fourth Mondays starting at 6:30pm. Dianne Craig seconded the motion and moved to discuss it further.***

Dianne Craig mentioned that it may be beneficial to increase the meetings; however, she was not sure that four meetings were necessary at this time. She added that she agrees to start with three monthly meetings and then discuss whether an additional fourth meeting is needed at a future meeting. Derek Tremblay was not opposed to having three meetings a month. He also suggested that the meetings be called "meetings" rather than "work sessions". The Board discussed having regular meetings on the 1<sup>st</sup>, 2<sup>nd</sup>, and 4<sup>th</sup> Mondays of the month starting after the already established March meetings.

***Derek Tremblay motioned to table the discussion and reaffirm the meeting schedule during the March 25, 2024 meeting. Alicea Bursley seconded the motion. All were in favor; motion carried, 3-0.***

## **OLD BUSINESS**

- **FEMA:** Dianne Craig explained that FEMA denied the funding request for the damage to the Brickyard Road bridge for the second time. This is based on no DOT records of the bridge ever being inspected and no records that the bridge was ever made a class five road from Brook Road up 150 feet beyond the bridge. DOT further shared they have no record of this being a road. At this time, the Town has no recourse to fix the washed-out

Brickyard Road Bridge. As of today's meeting, the Brickyard Road portion coming from Brook Road is not listed on the NH DOT's ArcGIS site (<https://hub.arcgis.com/datasets/NHGRANIT::nh-dot-roads/explore?>) nor has it ever been included in the Town's highway Block Grant Aid for class four and five highway mileage.

Due to these reasons, Dianne Craig believes that it would be in the best interest of the Town to not pursue any further actions to this bridge repair. Derek Tremblay and Alicea Burse agree that no further action to repair the damages should be taken. The Board discussed holding a public hearing on this matter.

***Alicea Burse motioned to hold a public hearing on March 11, 2024 to discuss whether Brickyard Bridge should be repaired. Derek Tremblay seconded the motion. All were in favor; motion carried, 3-0.***

Abutter notifications and notices of the public hearing will be posted in publicly designated places (Town Hall, Goshen Post Office and the Goshen Town website).

Dianne Craig also shared that the scope of work for Lempster Coach Bridge has been signed and reviewed is now waiting FEMA approval before the Town can begin the bidding process.

- **Handbook:** Alicea Burse shared her edits to certain sections of the handbook. The Board reviewed these edits. The Board will continue to make edits to the handbook during a future meeting.
- **Code Enforcement:** This item will be discussed during the next meeting.
- **Property Concern/ZBA Inquiry** – Pending ZBA Review
- **Property Concern (Cease and Desist)** – Pending until a future meeting

**STANDING ITEMS** (These standing items may not have been discussed during the current meeting).

- **Monthly Budget Review**

- **Veterans Monument Repair**

- **Planning Board Update:** The Planning Board will be holding a Public Hearing for the Excavation Permit Renewal of the Davis Pit on March 7, 2024. Selectmen representation will be present for the public hearing.

- **Performance Reviews:** Dianne Craig shared that performance reviews will take place for employees on March 12, 2024 during the Town election.

- **Office Hours:** Melissa Salinardi reminded the Board that the office hours and her daily working hours would be changing starting March 1<sup>st</sup> based on the changes that were approved during a previous meeting in 2023.

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

The meeting adjourned at 8:05 p.m.

Respectfully submitted by Melissa Salinardi