

Monday, March 25, 2024



Board of Selectmen Minutes – FINAL APPROVED

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

CALL TO ORDER

Chair Craig called the meeting to order at 6:31 pm.

PLEDGE OF ALLEGIANCE

ELECTION OF OFFICERS

Alicea Bursey motioned to nominate and approve Dianne Craig as Chair of the Board of Selectmen. Derek Tremblay seconded the motion.

Discussion was had. Derek Tremblay mentioned that he would be willing to take the Chair position if Dianne Craig wanted to step down from those responsibilities. Dianne Craig stated that she was willing to accept the position for her last year as a Board member.

VOTE: All were in favor; motion carried, 3-0.

Dianne Craig motioned to nominate and approve Derek Tremblay as Vice-Chair of the Board of Selectmen. Alicea Bursey seconded the motion. All were in favor; motion carried, 3-0.

The Board discussed the ex-officio positions. Dianne Craig mentioned that she would like to step down from her position as Budget Committee representative. She asked Derek Tremblay if he was interested in taking the position. The Planning Board representative position was also discussed.

Derek Tremblay stated that he would like to keep his position on the Planning Board and that the Budget Committee meeting schedule would be more difficult for him to attend due to his schedule in the winter months. He stated that his attendance at the Planning Board meetings was “not that bad” and that he would like to continue his involvement with certain Planning Board items.

Dianne Craig motioned to nominate and approve Derek Tremblay as Ex-officio to the Planning Board. Derek Tremblay seconded the motion. All were in favor; motion carried, 3-0.

Dianne Craig motioned to nominate and approve Alicea Bursey as Ex-officio to the Budget Committee. Alicea Bursey seconded the motion. All were in favor; motion carried, 3-0.

The Board members agreed to cover each other’s position if the ex-officio was unable to attend.

ROAD AGENT UPDATE

- **Storm Report:** Shae Simino stated that he was busy over the weekend clearing the eighteen inches of snow that fell. He also mentioned that the yellow truck lost power steering during the storm clean-up. He has ordered a part and it should be fixed within a few days.
- **Tires:** Shae reported that the tire bin at the Transfer Station was recently emptied, however; disposal fees were high. Shae stated that he will start looking at other vendor's disposal fees in an attempt to lower costs.
- **Transfer Station:** Shae wondered if the money in the Capital Reserve Fund for the Transfer Station could be used for purchasing dumpsters. He thought that there may be a savings in owning our own dumpsters rather than renting them monthly. Dianne Craig clarified that the money was not in a Capital Reserve Fund but rather in a passport account and that a request to make a purchase would have to be approved at a Town meeting. She suggested submitting a warrant article for next year's budget and town meeting.
- **Road Maintenance:** Shae stated that before the storm he did some work to fix the potholes on Cross Road.
- **Granite State Clean Fleets Truck Grant:** Since approval of the truck grant, Shae stated that he has called REED Truck Service to start looking at cost and availability of the new vehicle. Dianne Craig asked Shae to keep the Board informed of any new developments and reminded him to keep a log of mileage and gas used for the old truck as reports for the grant management will need to be submitted.

Alicea Bursey mentioned that she will get together with Shae to come up with a public service announcement of the approval of the grant for social media. She also mentioned that naming the new truck may be something that can be turned into a social media post to engage and keep the residents informed of the grant progress.

Alicea Bursey asked what the timeline was for getting the new truck. Shae stated that it could be awhile and that the old truck may need to be used for one more winter. He stated that the deadline according to the grant is summer 2025.

Alicea Bursey also mentioned that she will be working with Shae to discuss the bonding process and potential projects that should be considered for bonding. Dianne Craig asked if Shae was taking inventory on the Town owned equipment. Shae stated that he was working on an inventory list.

- **Employee Time Cards:** A question regarding when the new week of time starts was presented. Dianne Craig stated that any time worked on Sunday would fall on the new week. The employees pay week runs from Sunday to Saturday.

APPOINTMENTS

Ryan Hall – Fire: Ryan Hall was unable to attend this meeting.

APPROVAL OF MINUTES

- **Review of Minutes (March 11, 2024):**
Alicea Bursey suggested edits.

Dianne Craig motioned to approve the minutes of March 11, 2024 “as amended”. Alicea Bursey seconded. All were in favor; motion carried, 3-0.

- **Review of Minutes-Election Day (March 12, 2024):**

Alicea Burseley suggested edits.

Dianne Craig motioned to approve the minutes of March 12, 2024 “as amended”. Derek Tremblay seconded the motion. All were in favor; motion carried, 3-0.

- **Review of Minutes (March 15, 2024):**

No edits were made.

Dianne Craig motioned to approve the minutes of March 15, 2024 “as is”. Alicea Burseley seconded. Motion carried - Alicea Burseley-yes; Dianne Craig-yes; Derek Tremblay-abstained.

PUBLIC COMMENTS

None

ADMINISTRATIVE ASSISTANT UPDATES

- **Upcoming Inspections:** Melissa Salinardi updated the Board that the fire extinguishers received their annual inspection today and that the Town Hall generator is scheduled to be serviced, Tuesday, March 26th. She also mentioned that the audit review is scheduled for April 3rd.
- **Library Update:** Melissa mentioned that Bonnie Belden rescinded the Library’s request made on March 11, 2024. The following email was received by Bonnie Belden on March 20, 2024, stating, *“The Library Trustees retract our request for Capital Reserve Funds of \$2,450. Yesterday, when discussing a deposit for the library replacement windows and door, the owner of Claremont Glassworks noticed an error, and revised the updated cost from \$17,450 to \$14,300. making it within the grant budget. He was very sorry for causing the confusion! A 50% deposit of \$7,150 has since been made. Thank you for your willingness to work with the Trustees on this matter.”* The Board took no further actions.
- **Resident Concern (Brickyard Road Bridge):** Melissa brought an email to the Board from Mr. Donald Zipfel, an abutter of the Brickyard Road Bridge. He addressed some of his concerns and would like additional information regarding next steps. She mentioned that she responded to Mr. Zipfel by sending him a copy of the public hearing minutes.

After reviewing Mr. Zipfel’s email, Dianne Craig noted the following comment was incorrectly stated, *“... the town had agreed to repair the bridge, ordered and took delivery of the materials the day of the Goshen floods that destroyed the I beams underneath, which remain submerged.”* Dianne stated that the Town never took delivery of the materials.

Dianne Craig also commented on the following line from Mr. Zipfel’s email, *“It was because of the dirt pile and Bridge Out signs posted by the town that FEMA has denied the funds to repair the bridge.”* Dianne wanted to clarify that funds were denied by FEMA because Brickyard Road is not a classified road according to the NH DOT. Dianne also wanted to make sure it was noted that the bridge was not the only access to Mr. Zipfel’s property.

The Board has agreed to continue research and go through past Town meetings to gather more information. They will hold public hearings in the future to keep the abutters aware of their progress and decisions. No further actions were made at this time.

NEW BUSINESS

- **Past Meeting Minutes:** Dianne Craig mentioned that she and the Administrative Assistant went back over the past five years and pulled minutes that did not adhere to the proper start time or where meeting times were not posted at all. Several meeting minutes were found not only from the current Board but also from prior Boards.

There was some discussion as to whether the minutes could be ratified by the previous board. Derek Tremblay did not think that the previous Board could go back and ratify prior Board's minutes. Alicea Bursey stated that the viability of the minutes from the past five years could be questioned if the Board did not ratify them. Dianne Craig stated that her main concern would be to make sure that all votes were approved correctly. She suggested that the Board look over the minutes and determine the next steps. Derek Tremblay stated that he was uncomfortable in making decisions for other Boards. Alicea Bursey stated that the Board would just be considering the minutes valid not changing any prior Board's minutes. The Board decided to table the discussion. No actions were made at this time.

OLD BUSINESS

- **Meeting Schedule:** The Board discussed the upcoming meeting schedule. Alicea Bursey and Dianne Craig thought it best to hold three meetings a month. Derek Tremblay stated that he researched other Town's in the area and found that the standard practice is for municipalities to hold two monthly meetings. Alicea Bursey stated that the thought behind holding three meetings was so that the meetings can be shorter in length and so that items can be discussed in a timely manner. Derek Tremblay stated that he is in favor of streamlining the meetings but did not think it was necessary to have three meetings a month. Dianne Craig stated that during some months, especially when meetings fall on holidays, the Board can decide to only hold two meetings.

Alicea Bursey motioned to hold three Board of Selectmen meetings a month on the first, second and forth Monday's of the month. Dianne Craig seconded the motion. Motion carried – Dianne Craig-yes; Alicea Bursey-yes; Derek Tremblay-no.

The April 2024 Board of Selectmen meetings will be on April 1st, 8th, and 22nd. All meetings will begin at 6:30 pm.

The Road Agent asked if he had to attend all three meetings. The Board agreed that the Road Agent should attend the current second and forth meeting of the month unless an emergency meeting with the Board was needed.

- **Handbook:** The Board will continue to make edits to the handbook during a future meeting.
- **Property Concern/ZBA Inquiry:** Alicea Bursey gave an update that the ZBA has started to look into whether a building permit was needed for the concern that was previously presented. She has been asked to attend the next ZBA meeting to discuss the matter further.

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

- **Monthly Budget Review – will start in April.**
- **Veterans Monument Repair**

- **Planning Board Update (confirm Board member attendance):** The next Planning Board meeting is April 11, 2024. No new updates were made at this time.
- **Brickyard Road Bridge**

Derek Tremblay mentioned that he is going to support the Administrative Assistant in the research phase of potentially migrating websites. He believes there is a better, more efficient way that the website can be designed and create more engagement among residents. He would like to see the Town look into other options. It was also mentioned that the Town may need to have a more secure website. Dianne Craig asked if the Town received the CISA cybersecurity report. Melissa Salinardi said, “yes”. The Board will review the results during the next meeting.

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

The meeting adjourned at 8:18 pm.

Respectfully submitted by Melissa Salinardi

-