

Monday, April 22, 2024



Board of Selectmen Minutes – Final Approved

Board Members Present: Dianne Craig (Selectmen, Chair); Derek Tremblay (Selectmen)

Guest (s): Welfare Director, Melanie Bell (call-in attendee from 6:33-6:50pm); Recording Secretary, Melissa Salinardi; Road Agent, Shae Simino; Virginia Schendler; John Turcotte; Ann Marie Howard; Tom Howard; Dave Eckman (arrived at 7:14pm)

CALL TO ORDER

Chair Craig called the meeting to order at 6:32 pm.

PLEDGE OF ALLEGIANCE

APPOINTMENTS

- **Welfare Discussion (Melanie Bell):** The Board contacted, by phone, the Welfare Director, Melanie Bell at 6:33 pm. Ms. Bell explained the Welfare application process stating that the most common way she receives applications is through the Town. She then assesses the application to determine if the individual qualifies. Ms. Bell explained that the application is quite lengthy; however, some sections can be marked 'Not Applicable' and she further stated that she is always willing to guide people through the process as long as the individual submits the application.

Derek Tremblay motioned to go into Non-Public Session under RSA 91-A:3, II (c), "Matters that, if discussed in public, would adversely affect the reputation of someone other than a member of the public body. However, if that person requests it, the meeting must be public. Such matters include any application for assistance or tax abatement, or waiver of fees or fines based on poverty or inability to pay." Dianne Craig seconded the motion. Roll call vote, Dianne Craig-yes; Derek Tremblay-yes; motion carried, 2-0.

The Board invited Melissa Salinardi to join the non-public session.

The Board entered non-public session at 6:42 p.m.

An individual welfare discussion was discussed.

The Board thanked Melanie Bell for her time and explanation of the Welfare process. The phone conversation ended at 6:50 pm.

Dianne Craig motioned to come out of the Non-Public Session at 6:50 p.m. Derek Tremblay seconded the motion. Roll call vote, Dianne Craig-yes; Derek Tremblay-yes; motion carried, 2-0.

Derek Tremblay 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. Dianne Craig seconded the motion. Roll call vote, Dianne Craig-yes; Derek Tremblay-yes; motion carried, 2-0.

ROAD AGENT UPDATE

- **Transfer Station Hours:** Shae Simino discussed the possibility of keeping the Wednesday summer hours of the Transfer Station the same during the summer months. Normally, the hours during the summer change; however, after recent observations and limited use during the adjusted hours Shae believes that the change to the hours is not necessary. Shae shared the data that he collected with the Board. Dianne Craig felt that the data was incomplete and would like to see more observation and asked if a poll could be taken at the Transfer Station to gather more information from residents. She also mentioned that having a later time in the summer helps those residents who work until 5:00 pm to be able to drop their items off after work. Derek Tremblay agreed that more data would be beneficial before making a change to the hours. The Board asked Shae to gather more information from the residents who use the Transfer Station and observe how many people are using the Transfer Station at specific times.
- **Overall Update:** Shae reported that more material has been added to roads to fix pot holes. Brush clean-up has also taken place. A load of scrap metal from the Transfer Station was gathered and taken for collection. He mentioned that he has been in communication with Scott Reed regarding the new truck. Dianne Criag asked what the timeframe for receiving the new truck would be? Shae stated that he hopes that it would be by the end of the next winter, but it is not certain. The older truck may need to be used for one more winter.
- **Lempster Coach Road Emergency Exit Bridge:** Shae stated that he had spoken with Virginia Schendler to discuss storing materials on her property for the restoration of the Lempster Coach Road bridges. Ms. Schendler stated that she is willing to do this as long as the property is returned to its original condition. Discussion was had regarding the work that would need to be done to the road itself. Dianne Craig mentioned that the Board has already received approval from Lempster to be able to access the bridges from the Town of Lempster's side; however, Lempster is not upgrading their portion of the road. It was noted that the Road Agents of the two Town's will get together and discuss the particulars. She further explained that the FEMA approval is for the Class VI bridge; however, the Town would like to fix both the Class V and Class VI bridge at the same time to save on costs.

Mr. Dave Eckman joined the meeting at 7:14 pm and entered into the discussion of the Lempster Coach Road, Class VI, bridge repair.

Dianne Craig stated that the Town just received approval from FEMA for the Class VI Emergency Exit Lempster Coach Road Bridge, but no funding has been received at this time. She explained that the Town also has to repair the Class V bridge and that, if possible, the Town would like to have both bridges repaired at the same time.

Dave Eckman stated that he did not see a problem of advertising the work in this way. Dianne Craig stressed that the FEMA funds available would be for the Class VI portion and that the two projects would have to be kept separately for those reasons; however, the Board would like to be cost effective with these projects and have them completed at the same time. Mr. Eckman explained the RFP and bidding process. He explained that the first and most important step is to get the wetland permit which may take a few months. He mentioned that he will start the process and start to put information together.

Mr. Eckman thought that if all goes well with the wetlands permit, the Town may be able to start work on the bridges in the fall or early winter, weather permitting. Dianne Craig stated that there was no guarantee to this timeline as many steps need to be completed; however, she was hopeful that the process could move along quickly. It was mentioned that if weather became an issue, the work would have to begin in the spring after mud season because access for residents would need to remain open.

Mr. Eckman continued to discuss some of the companies and their process for building. He stated that once he does some leg work, he will be in touch with the Board to discuss next steps. He also mentioned that he will meet with Virginia Schendler and the Road Agent to discuss her property concerns so that he can include that in the RFP before it goes out to bid.

The Board thanked Dave Eckman for joining them. The Board also thanked Virginia Schendler for being willing to allow her property to be used to store materials for these bridge repairs.

Dave Eckman, Virginia Schendler, John Turcotte, Ann Marie Howard, and Tom Howard left the meeting at 7:51 pm.

APPROVAL OF MINUTES

- **Review of Minutes (April 8, 2024):**

Derek Tremblay motioned to approve the minutes of April 8, 2024 “as is”. Dianne Craig seconded. All were in favor; motion carried, 2-0.

PUBLIC COMMENTS

None

ADMINISTRATIVE ASSISTANT UPDATES

- **Cemetery Board Member Position:** Melissa Salinardi presented the Board with a resignation letter from Chris Moen. Chris Moen has resigned from the Cemetery Board effective April 15, 2024. The Board noted that the Cemetery Board has only one member and will determine the best way to assist the Cemetery Board member going forward.
- **Budget:** The Board reviewed a monthly budget report. The Board had no concerns.

NEW BUSINESS

- **CISA Cybersecurity Report:** The Board stated that they had reviewed the information presented by CISA representative. Further discussion will take place when all members can be present.

OLD BUSINESS

- **Code Enforcement Position:** Dianne Craig mentioned that the position has been advertised; however, no one has shown interest yet. The Board agreed to speak with the current Building Inspector regarding the position.
- **UVLSRPC Email (Follow-up):** Dianne Craig stated that she followed-up regarding the email she received from Upper Valley Lake Sunapee Regional Planning Commission. It was clarified to her that the UVLSRPC does not provide the speed signs, but rather assists the Town with acquiring them from the state; however, the

process of receiving the speed signs may be lengthy. Derek Tremblay stated that he was in favor of going forward with purchasing speed signs based on the recently approved Article at Town meeting.

- **Property Concern/ZBA Inquiry:** The Board reviewed a letter submitted from the Zoning Board regarding building permits and regulations. Derek Tremblay stated that he agrees with the Zoning Board's research and is in full support of enforcing the Zoning and Building Regulations regarding remodeling of homes and building permit applications. Dianne Craig stated that she is also agrees. Derek Tremblay further stated that actions should be taken if residents have not been in compliance with the submission of building permits for the remodeling of homes. Dianne Craig mentioned that the Board should send out regulation reminders to residents who may be in violation. The Board agreed to discuss this issue further with the current Building Inspector during the next meeting.
- **Handbook:** The Board will continue to make edits to the handbook during 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 (confirm Board member attendance):** Derek Tremblay provided a brief update that the 30-day appeal period for the Davis Pit permit renewal has ended and the Planning Board signed the new permit. He stated that the election of officers took place and Sebastian Zyzdorf is now the Chair of the Planning Board and Kayla Frink is Vice-Chair.
- **Brickyard Road Bridge**
- **Abandoned Property (new item added)**

Dianne Craig mentioned the collapsed house on Route 10, just past the center of Town. She is concerned that the house is a safety issue as it continues to collapse. Dianne Craig wondered if there was something that the Board could do regarding the structure. Shae Simino looked up RSA 155-B regarding Hazardous and Dilapidated Buildings. The Board will review the RSA and continue discussion at a later meeting. Derek Tremblay asked to add the topic to the standing items list.

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

The meeting adjourned at 8:29pm.

Respectfully submitted by Melissa Salinardi