

Monday, June 24, 2024



Board of Selectmen Minutes – FINAL APPROVED

Board Members Present: Dianne Craig (Chair, Selectmen); Alicea Bursey (Selectmen)

Guest (s): Steve Lamery; Road Agent Shae Simino; Recording Secretary Melissa Salinardi

CONSENT AGENDA

The Board signed and reviewed the consent agenda.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

APPOINTMENTS

None

ROAD AGENT UPDATE

- **Burning Brush:** Shae Simino reported that he is not able to burn brush at the Transfer Station at this time until a burn permit is acquired due to vegetation being too close to the burn pile. He stated that he is planning to contact the Fire Department to see if they would like to use this opportunity to perform a controlled burn. However, until the vegetation can be managed, no brush can be burned or accepted at the Transfer Station. Alicea Bursey stated that she will post that the Transfer Station is not accepting brush until further notice.
- **Lear Hill Road:** Shae stated that he sent out an email to vendors asking for estimates for a partial repair to Lear Hill Road. He has heard back from one company and will meet with them to discuss the repair. He is hopeful that others will reply as well.
- **Highway Update:** Shae reported that he changed a culvert on Lempster Coach Road and added that he will post the weight limit sign which was discussed at the June 10th meeting. He also mentioned that he has worked on shoulder repair on Lear Hill Road.
- **Assistant Road Agent Employee Position:** The Board acknowledged Shae's recommendation for the Assistant Road Agent position and will discuss an offer letter later in this meeting.
- **Lempster Coach Bridge:** The Board discussed next steps for the restoration of the Lempster Coach Road bridges. Dianne Craig stated that she would like to see both the Class V and Class VI bridge repaired by the end of the year. However, it was noted that the repairs will be based on the contractor's timeline.

Alicea Bursey mentioned that she brought a colleague, who is an engineer, to view the Lempster Coach Bridge. He shared his thoughts and concerns regarding the design of the bridge and current position of the bridge. He thought that the water falling off the bridge may be an issue. Shae stated that he is already working on a plan to monitor and maintain the guardrails so that this issue is addressed.

PUBLIC COMMENTS

Chair Craig opened the floor for discussion.

Steve Lamery: Directed a question to Shae Simino regarding the burning of brush. He asked if the qualifications of burning change from season to season and wondered if it would be beneficial to wait until the winter to burn the brush. Shae stated that yes, the qualifications change; however, the pile would be too high if he waited to burn the pile.

Steve Lamery: Asked questions about the Anderson Pit and their ongoing operations. He wanted to know which Board monitored the movement and procedures of the gravel pit. Alicea Bursey stated that she has previously served on the Planning Board and would be able to answer some of his questions but that he may want to also address the Planning Board.

Alicea Bursey continued by stating that the Planning Board does a once-a-year site inspection of the pits that is open to the public. She stated that reclamation work is stated in the excavation permit as a “reclaim as they go” clause and that Phase I is almost completed.

Mr. Lamery asked if Board members were qualified to review the gravel pit. Alicea Bursey stated that there are no qualifications for Board members as they are all volunteer positions; however, the Board can always reach out to the State, which has been done in the past, if there are more questions or concerns. She added that as well as being reviewed by the Town once a year, the State monitors the pit activity and the gravel pit is subject to State permitting regulations.

Mr. Lamery expressed frustration with the proceedings of the gravel pits and voiced concern that the trucks are entering the Anderson Pit earlier than the permitted time. Alicea Bursey stated that she has personally sat outside of the pit entrance to monitor activity and that the Planning Board should be made aware of Mr. Lamery’s concerns. She shared the process of complaints and how they are normally addressed at the Planning Board.

Mr. Lamery further stated that he feels that Newport Sand and Gravel is not doing the things that they said they would and that they are continually pushing the boundaries of how much they can get away with. He shared that he will bring his concerns to the Planning Board.

Mr. Lamery left the meeting at 7:03 pm.

NON-PUBLIC SESSION

Alicea Bursey 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: Alicea Bursey-yes; Dianne Craig-yes; 2-0.

The Board invited Shae Simino and Melissa Salinardi into the Non-Public Session.

The Board entered non-public session at 7:04 p.m.

The Board discussed an employee position and drafted an offer letter.

Alicea Bursey motioned to come out of the Non-Public Session at 7:46 p.m. Dianne Craig seconded the motion. Roll call vote: Dianne Craig-yes; Alicea Bursey-yes; 2-0.

APPROVAL OF MINUTES

- **Review of Minutes (June 10, 2024):** Tabled until a future meeting.

ADMINISTRATIVE ASSISTANT UPDATES

- **Website Design/Management:** Melissa mentioned that she reached out to Lou Bradbard and Doug Frost. Mr. Bradbard is willing to come to a meeting to discuss the current website program with the Selectmen. The Board asked her to invite Mr. Bradbard and Doug Frost to one of the upcoming meetings to discuss this further.
- **Copier:** The Board reviewed the copier estimates provided by Connected Office Technologies, Canon, and NBM and agreed that the Connected Office Technologies estimate was the best leasing option. The Board asked Melissa to confirm the total cost including taxes. The Board agreed to go ahead with the purchase of the Sharp-BP-70M31 model through Connected Office Technologies as long as the total cost is within the budgeted amount.

NEW BUSINESS:

- **Intent to Cut:** The Board reviewed a supplemental intent to cut for Troy Hill Holdings, LLC, located on Lear Hill Road (Map 204, Lots 12& 10). The Board was concerned that the property was still indicated as current use and asked Melissa to contact the assessing company for more information. The Board did not sign the intent to cut and agreed to review it at the next meeting on July 1st.

OLD BUSINESS

- **Handbook:** The Board will continue to work on finalizing the handbook.
- **FEMA:** No new updates at this time.

NON-PUBLIC SESSION

- **Employee Position:**

Alicea Bursey 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: Alicea Bursey-yes; Dianne Craig-yes; 2-0.

The Board entered non-public session at 9:00 p.m.

The Board drafted an offer letter for an employee position.

Dianne Craig motioned to come out of the Non-Public Session at 9:15 p.m. Alicea Bursey seconded the motion. Roll call vote: Dianne Craig-yes; Alicea Bursey-yes; 2-0.

- **Building Permit:**

Alicea Bursey 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: Alicea Bursey-yes; Dianne Craig-yes; 2-0.

The Board invited Melissa Salinardi into the Non-Public Session.

The Board entered a non-public session at 9:20 p.m.

The Board discussed a building permit.

Alicea Bursey motioned to come out of the Non-Public Session at 9:29 p.m. Dianne Craig seconded the motion. Roll call vote: Dianne Craig-yes; Alicea Bursey-yes; 2-0.

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

- **Monthly Budget Review:** The Board reviewed the budget and had no further questions or concerns.
- **Veterans Monument Repair**
- **Planning Board Update:** The Planning Board continues to prepare for the Master Plan community survey. Melissa mentioned that a proposed major subdivision may be presented to the Planning Board within the next few months. The Board was interested in the progress of this proposed subdivision.
- **Brickyard Road Bridge**
- **Abandoned Property**

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

The meeting adjourned at 9:30 pm

Respectfully submitted by Melissa Salinardi