

Monday, January 27, 2025



## Board of Selectmen Minutes – FINAL APPROVED

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**Board Members Present:** Dianne Craig (Chair, Selectmen); Derek Tremblay, (Vice-Chair, Selectmen); Sebastian Zyzdorf

**Guest (s):** Fire Chief Ryan Hall; Road Agent Shae Simino; Recording Secretary Melissa Salinardi; Anna White (UVLSRPC); Police Chief Ed Andersen (arrived at 6:38 pm)

### CONSENT AGENDA

The Board signed and reviewed the consent agenda.

### CALL TO ORDER

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

### APPOINTMENTS

#### Fire Department Update:

Fire Chief Ryan Hall provided the Board with two quotes for new radios for the Fire Department. Dianne Craig asked if this purchase would be taken out of his budget or a Capital Reserve Fund. Ryan stated that he will have enough money in his budget to cover the expense. The Board had no problem or further questions with the information that was provided.

Chair Craig mentioned that the Board received a resignation letter from a member of the Fire Department and asked Ryan if there was any further information to share. Ryan stated that he accepted the resignation and that elections for the Fire Department were held in the beginning of January and that he has been reelected as Fire Chief, Brandon Stocker has been elected as Deputy and Doug Frost has been elected as Captain. He added that the Rescue Captain position has not been filled but that it was not necessary, according to the Fire Association bylaws, to fill the position. He will provide a new listing of elected members to the Selectmen through an email. Ryan also mentioned that he believes everything is going well in the Fire Department. New members are stepping up and learning and things seem to be going well. The Board did not have any further questions or concerns.

### NON-PUBLIC SESSION

- Dianne Craig requested to enter into a non-public session.

***Dianne Craig motioned to go into Non-Public Session under RSA 91-A:3, II (a) & (c), “the dismissal, promotion, compensation or disciplining an employee, or the investigation of any charges against him/her”, and “Matters which, if discussed to public, would likely affect adversely the reputation of any person, other than a member of the Board.” Sebastian Zyzdorf seconded the motion. Roll call vote: Sebastian Zyzdorf-yes; Dianne Craig-yes; Derek Tremblay-yes; 3-0.***

The Board entered non-public session at 6:40 p.m.

The Board discussed a department purchase and budget concern.

*Derek Tremblay motioned to come out of the Non-Public Session at 6:50 p.m. Dianne Craig seconded the motion. Roll call vote: Sebastian Zyzdorf-yes; Dianne Craig-yes; Derek Tremblay; 3-0.*

*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: Sebastian Zyzdorf-yes; Dianne Craig-yes; Derek Tremblay; 3-0*

- Police Chief Ed Andersen requested to go into non-public session.

*Derek Tremblay motioned to go into Non-Public Session under RSA 91-A:3, II (c), “Matters which, if discussed to public, would likely affect adversely the reputation of any person, other than a member of the Board.” Dianne Craig seconded the motion. Roll call vote: Sebastian Zyzdorf-yes; Dianne Craig-yes; Derek Tremblay-yes; 3-0.*

The Board entered non-public session at 6:50 p.m.

The Board discussed a safety concern with the Police Chief.

*Derek Tremblay motioned to come out of the Non-Public Session at 6:55 p.m. Dianne Craig seconded the motion. Roll call vote: Sebastian Zyzdorf-yes; Dianne Craig-yes; Derek Tremblay; 3-0.*

*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: Sebastian Zyzdorf-yes; Dianne Craig-yes; Derek Tremblay; 3-0*

## **ROAD AGENT**

- **General Update:** Shae Simino reported that he has continued looking up options for disposing of the old truck, according to the grant specifications. He stated that he is hoping to receive some money back for the scrap material of the vehicle; however, the amount will depend on which option he chooses for disposal.

Shae reported that trash along Messer Road has increased and that he would like to place game cameras in specific areas that have seen excessive littering. Sebastian Zyzdorf asked if the game cameras would provide the Highway Department with enough evidence. Police Chief Ed Andersen spoke to the quality of the game cameras and stated that the cameras would have to be placed in the perfect location in order to get the best still-frame. The Board thought it best for Shae to first try with one of the already existing game cameras from the Police Department before more equipment is purchased.

Shae mentioned that the Gunnison Lake gate has been shut and has not been reopened by the snowmobile club yet.

Dianne Craig noted that mailbox material was purchased and she asked why those purchases were made. Shae explained that during one of the previous snowstorms the Highway Department hit a resident’s mailbox and had to replace it. Dianne Craig asked that Shae let the Board know if this type of situation happens again so that they are aware. The Board had no further questions or concerns.

## **APPROVAL OF MINUTES**

- **Review of Regular Meeting Minutes (January 6, 2025):**

*Sebastian Zyzdorf motioned to approve the Regular Meeting Minutes of January 6, 2025 “as is”. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.*

## **PUBLIC COMMENTS:**

Chief Ed Andersen requested that the payroll line item in his budget be distributed to his employees in a specific way. Once the budget has been approved at Town meeting, the payroll will be adjusted according to his request.

He mentioned that the new speed signs have been working well and he hopes to provide the Selectmen with the data soon. He added that one of the speed signs has recently been moved and that the signs must be placed in well lighted areas. He hopes that in the spring or summer more regular speed signs can be placed on roads so that there are more location options for the digital signs as the digital signs must be placed on regular speed signs, especially when located on a state road.

## **ADMINISTRATIVE ASSISTANT UPDATES**

- **Utility Update:** Melissa Salinardi mentioned that a representative from Tasco security came to the Town to do a preliminary inspection of the current fire alarm and security system. The Board reviewed the estimates that were provided by Tasco. Questions were raised and the Board agreed to follow-up and discuss this topic further once the questions have been answered.
- **BRIC Grant for Hazardous Mitigation:** Melissa reported that the Town has received grant funding for updating the Hazardous Mitigation plan. Dianne Craig explained how the previous plan had been updated. She mentioned that the EMD Director will have to lead this update with the assistance of Upper Valley Lake Sunapee Regional Planning Commission and other department heads. Melissa will reach out to the EMD Director and discuss this further.
- **CAI Yearly Contract Renewal:** The Board reviewed and signed the annual contract renewal for the Town’s tax mapping vendor. There were no issues with the contract.
- **Meeting Schedule:** The Board will meet the following dates: February 10<sup>th</sup>, 24<sup>th</sup> and March 10<sup>th</sup>, 11<sup>th</sup> (for Town Elections), and 24<sup>th</sup>.
- **Forest Fire Report/Bill:** Melissa explained that she received Forest Fire Reports from the previous year from the Forest Fire Warden. She explained that the reports should have been paid within a two-week period after the incident date; however, she just received the information last week. The Board agreed that the employees should be paid for their services but that the reports need to be submitted going forward in a timely manner.

## **NEW BUSINESS**

Dianne Craig sent a letter to the Selectmen and asked the Board to discuss its contents. She formally recused herself from the conversation as it directly affects her.

The letter that was submitted is as follows, *“Dear Select Board - It has been my honor to work with the exceptional employees we have in the town, and for the residents for the last six (6) years as a Selectmen. During the last three (3) years I have continued to learn more about what it takes and the abundance of information required to be knowledgeable in this position. I have worked closely with our Administrative Assistant on many major projects such as FEMA funding for roads and bridges, hazardous mitigation, local emergency operation plans, setting up processes for state reporting, working with the Select Board in writing the personnel handbook, purchasing policy, worked to complete the Grange Hall, worked on The Granite State Fleet Grant for the towns new truck. There are so many projects that still need to be completed of which some are very time consuming. Putting together information that*

needs to be followed by new boards that are otherwise lost in the transition, cleaning up files and office records, working with the state and assessing office to make sure that the town has all updated information, and purging retention of documents.

*I feel that I am a good asset with the knowledge I have gathered over the last six (6) years, and I like to keep busy, and enjoy working in the office. Continuing to provide support to the people of Goshen and to reduce administrative burden costs while documenting our processes for future Board members going forward is rewarding to myself and beneficial to the Town.*

*I would like to offer the following help for you to consider. I could be hired as a contractor or as an assistant position for the Administrative Assistant. Either way I would continue to be in physically in the office and work on any projects that the Town needs help with, completing FEMA projects that are ending next year, gathering documents that would help new Select Boards retain prior knowledge, work with the state on repairing Ball Park Bridge. In this year, I could assist Melissa with requesting new paper work for processing town credits for veterans, elderly, solar, set up a 5-year processes going forward and so forth. This process must be done at least every 5 years and can be done more often if needed. I would like to request a stipend of \$2,400 a year/\$200 per month in which I will continue to help work to streamline and document the processes that the Town is required to perform. And it would be my pleasure to report up to the Administrative Assistant. At the end of 2025, we could revisit this arrangement and determine if it is necessary and beneficial for both parties.*

*I enjoy working for the Town of Goshen and feel that I would be an asset to continue helping the Town and Select Board in this manner. As I am coming up with a plan for this year. I would respectfully request a vote on this position tonight to confirm that effective after the town meeting, I may move into this position.*

*Thank you*

*Dianne Craig”*

Derek Tremblay stated that he was not comfortable making a decision for the new Board members that will be elected. He added that he would agree to amend the Executive budget to include a stipend amount for this position, but then wait to vote until the new members have joined the Board. Sebastain Zyzdorf stated that he would be fine to accept Dianne into this position before the Town election; however, he agreed to amend the budget and wait until after Town elections.

## **OLD BUSINESS**

- **2025 Proposed Warrant Article Review/Budget Review:** The Board reviewed amended budget changes that were made by the Budget Committee.

***Derek Tremblay motioned to approve the amended Executive budget with an additional \$2,400 to be added. Sebastian Zyzdorf seconded the motion. All were in favor-yes; motion carried, 2-0. Dianne Craig abstained. The new Executive budget total is \$76,352.***

***Derek Tremblay motioned to approve the amended Library budget of \$55,113. Sebastian Zyzdorf seconded the motion. All were in favor-yes; motion carried, 3-0.***

***Derek Tremblay motioned to approve the amended Highway Operations budget of \$143,100. Sebastian Zyzdorf seconded the motion. All were in favor-yes; motion carried, 3-0.***

The Board reviewed the 2025 proposed warrant articles. Dianne Craig suggested that the warrant articles be placed in the order of most importance for voting purposes. The Board agreed and voted on the following;

- **Plow/Dump Truck Lease:** To see if the town will vote to raise and appropriate \$26,060 for the 2019 Plow/Dump Truck lease payment; the annual payment required by the lease which was authorized at the 2019 Annual Town Meeting.

*Dianne Craig motioned to approve the Plow/Dump Truck warrant article. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.*

- **Internet Bond:** To see if the town will vote to raise and appropriate the sum of \$51,155 for the purpose of paying the New Hampshire Municipal Bond Bank for the Fiber Internet bond payment, with said funds to come from Consolidated Communications; the annual payment required by the Bond Bank which was authorized at the 2021 Annual Town Meeting. No amount to be raised from taxation.

*Dianne Craig motioned to approve the Internet Bond warrant article. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.*

- **Offset Transfer Station:** To see if the town will vote to raise and appropriate the sum of \$35,000 for the purpose to offset the cost to operate the Transfer Station with said funds to come from the Transfer Station Special Revenue Fund. This amount is in addition to the amount contained in Solid Waste Disposal. No amount to be raised from taxation.

*Dianne Craig motioned to approve the Offset Transfer Station warrant article. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.*

- **Transfer Station Trash Cannisters:** To see if the town will raise and appropriate the sum of \$20,000 to purchase two trash cannisters for the Transfer Station to eliminate rental fees. Said funds to come from the Transfer Station Special Revenue Fund. No amount to be raised from taxation.

*Dianne Craig motioned to approve the Transfer Station Trash Cannisters warrant article. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.*

- **Discontinue Town Buildings and Property and Painting of Government Building Capital Reserve's:** To see if the Town will vote to discontinue the following capital reserve funds, said funds with accumulated interest to be transferred to the towns general fund.  
Town Buildings and Property Capital Reserve Fund created in 2009 (approximately \$12.84). Painting of Government Building Capital Reserve Fund created in 2006 (approximately \$7.94).

*Dianne Craig motioned to approve the Discontinue Town Buildings and Property and Painting of Government Building Capital Reserve's warrant article. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.*

Derek Tremblay asked if the vote tally could be added into the final warrant articles. Dianne Craig explained that according to the Department of revenue representative the Town would have to adopt this particular RSA in order to put the tally vote into the Town Report.

Derek Tremblay looked up RSA 32 and read it aloud, "V-a. The legislative body of any town, school district, or village district may vote to require that all votes by an advisory budget committee, a town, school district, or village district budget committee, and the governing body or, in towns, school districts, or village districts without a budget committee, all votes of the governing body relative to budget items or any warrant articles shall be recorded votes and the numerical tally of any such vote shall be printed in the town, school district, or village district warrant next to the affected warrant article. Unless the legislative body has voted otherwise, if a town or school district has not voted to require such tallies to be printed in the town or school district warrant next to the affected warrant article, the governing body or the budget committee adopted under RSA 32:14 may, on its own initiative, require that the tallies of its votes be printed next to the affected article."

Derek Tremblay believed that according to the RSA, any legislative body could adopt this practice. The Board will continue discussion at a future meeting.

- **Highway Work Schedule:** Sebastian Zyzdorf reopened a discussion that had occurred by the Board during a previous meeting regarding a more set schedule for the Highway Department. Currently the Highway Department's work schedule is not specifically stated for specific months and is subject to change based on the Road Agent's recommendation to the Board and can change based on weather.

*Sebastian Zyzdorf motioned to open discussion on the Highway Department's work schedule. Dianne Craig seconded the motion.*

Sebastian Zyzdorf suggested that a baseline schedule of six-months of 4/10-hour days and six-months of 5/8-hour days be observed. He added that flexibility due to weather can continue but that having a more concrete schedule would be a better approach. Derek Tremblay stated that he did not support this decision and stands by his previously stated remarks. Dianne Craig stated that she has always been in agreement to set a more concrete schedule for the Highway Department and would agree to this decision.

*Sebastian Zyzdorf motioned to implement a baseline six-month schedule from November 1<sup>st</sup> to April 30<sup>th</sup> as a 5/8-hour day work week and a six-month schedule from May 1<sup>st</sup> to October 31<sup>st</sup> as a 4/10-hour day work week with the understanding that adjustments can be made at the recommendation of the Road Agent and approval by the Selectboard. Dianne Craig seconded the motion. Motion carried, 2-yes, 1-no. Motion passes.*

- **Calcium Equipment:** Shae asked for clarification regarding the calcium chloride sprayer cost that he originally included in his budget. Based on his meeting with the Budget Committee on January 21<sup>st</sup> it was recommended to remove the calcium chloride sprayer cost as a line item and make the purchase a one-time warrant article. When bills were reviewed on January 27<sup>th</sup> by the Selectmen, it was noted that the sprayer had already been purchased and at that time not approved by the Selectboard or Budget Committee. Due to the fact that the sprayer was purchased prior to Town budget approval this item will be paid for through the Highway Operating budget and no additional cost will be made to the 2025 proposed budget.
- **Website Design/Technology Update:** Derek Tremblay gave an update that the Technology team met with representatives from the Overwatch Foundation to discuss a potential grant for migration to a .gov domain. He stated that the process would take time and he would continue to provide updates.
- **FEMA:** A public hearing will be held during the next meeting to accept reimbursement funds from FEMA that have been previously expended.

**STANDING ITEMS & OTHER BUSINESS** (Some standing items may not have been discussed during the current meeting).

- **Monthly Budget Review:** (Monthly reports are reviewed during the last meeting of the month).
- **Veterans Monument Repair**
- **Planning Board Update:** No new updates.
- **Brickyard Road Bridge**
- **Abandoned Property**

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

The meeting adjourned at 8:17 p.m.

Respectfully submitted by Melissa Salinardi.