



Monday, October 6, 2025

Board of Selectmen Minutes – FINAL APPROVED

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

Guest (s): James Knowlton; Scott Flood; Building Inspector Bruce Nadeau; Road Agent ShaeDel Simino; Recording Secretary Melissa Salinardi; Police Chief Ed Andersen

CALL TO ORDER

Chair Tremblay called the meeting to order at 6:30pm.

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

All consent agenda items were reviewed, signed, and approved.

APPOINTMENTS

- **Personnel Matter (Non-Public Session):** The Board agreed to enter into a non-public session under RSA 91-A:3, II (a) & (e).

Dianne Craig motioned to go into Non-Public Session under RSA 91-A:3, II (a) “the dismissal, promotion, compensation or disciplining an employee, or the investigation of any charges against him/her,” And (e), “Consideration or negotiation of pending claims or litigation.” Derek Tremblay seconded the motion. Roll call vote: Dianne Craig-yes; Derek Tremblay-yes; Sebastian Zyzdorf-yes; motion carried, 3-0.

The Board entered non-public session at 6:32 p.m.

The Board invited Building Inspector Bruce Nadeau and Melissa Salinardi into the non-public session.

The Board discussed a personnel matter. The Board also discussed steps for moving forward and agreed to allow Mr. Bruce Nadeau to respond to the complaint that was received. No motions were made during the non-public session.

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

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The Board entered non-public session at 6:52 p.m.

The Board invited Police Chief Ed Andersen and Melissa Salinardi into the non-public session.

The Board discussed an ongoing litigation matter and a personnel matter. An email response to a resident was drafted, reviewed and signed by the Board.

Derek Tremblay motioned to come out of the Non-Public Session at 7:13p.m. Dianne Craig seconded the motion. Roll call vote: Dianne Craig-yes; Derek Tremblay-yes; Sebastian Zyzdorf-yes; motion carried, 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: Dianne Craig-yes; Derek Tremblay-yes; Sebastian Zyzdorf-yes; motion carried, 3-0.

Chief Andersen reported that he spoke with the individuals that have been residing in the woods on Brook Road. He offered to take the individuals to the homeless shelter in Claremont; however, the offer was declined. He has given the individuals one week, from October 6th, to vacate the area and was assured that the individuals have an alternative place to stay after vacating the premise.

ROAD AGENT REPORT

- **General Update:** Shae Simino reported that the Highway Department has been grading and has put down roughly 700 ton of gravel. Additionally, 32 ton of asphalt has been put on Sholes Road.

Shae stated that he was contacted from a member of the trunk or treat committee inquiring whether the temporary footbridge could remain in place for the trunk or treat event happening in later October. Shae responded by suggesting that Mr. Shaun Carroll, Jr. of Newport Sand & Gravel be contacted. If Mr. Carroll gives permission for the bridge to remain in place Shae will take the bridge down after the event, but if not, the bridge will have to be taken down within the week.

Shae discussed budget items including his calcium chloride line that is over expended at this time; however, he would like to purchase another tank to finish spraying the roads before the winter. Going forward, he plans to purchase at least two tanks a year and will add it into his budget accordingly. Shae spoke about the difficulty of organizing a screener for the free sand that has been given to the Town by Newport Sand & Gravel. He mentioned that he would like to place a small sand order in case the free sand cannot be used at this time. He will continue to try and organize a screener so that the free sand can be used.

The Board asked whether his overall budget for the year would be over expended with all the additional purchases. Chair Tremblay asked Shae to reevaluate and clarify his budget before making any decisions. Shae also asked how the Board wanted him to determine budget increases for the 2026 budget year. The Board agreed that the Highway budget should be based on cost not a percentage of increase.

APPROVAL OF MINUTES

- **Review of Regular Meeting Minutes (September 22nd):**

Dianne Craig motioned to approve the Regular and Non-Public Meeting Minutes of September 22, 2025 “as is”. Derek Tremblay seconded the motion. All were in favor-yes; motion carried, 3-0.

PUBLIC COMMENTS

Chair Tremblay opened the floor for discussion.

Mr. Scott Flood, legal counsel for Mr. James Knowlton and the Arlo Winston Development Group LLC, addressed the Board regarding his client’s recent complaint made against the Building Inspector. He explained that Mr. Knowlton’s request for a certificate of occupancy (CO) for 216 Center Road was denied by the Building Inspector. He asked the Board to provide an answer to Mr. Knowlton’s email correspondence. Chair Tremblay thanked Mr. Knowlton and Mr. Flood for bringing this matter to the Board’s attention and stated that the Board will defer to the Building Inspector’s written response to Mr. Knowlton’s email. Mr. Flood asked whether the response would site the Building Inspector’s reason for denying the CO request according to actual code violations. Chair Tremblay stated that the request was responsible and that the Board would like to wait for the written response to be sent.

Mr. James Knowlton expressed frustration with the timeline and overall process. He stated that he did not appreciate his time being wasted and expressed that he had hoped an answer would have been prepared for the meeting given that the complaint was sent a week ago. The Board explained that the complaint was just given to the Building Inspector during the non-public session. Melissa Salinardi explained that it is her practice to directly deliver information to the Selectmen first and then allow the Selectmen to discuss the situation further with the employee. She apologized if the process was not clearly stated. Mr. Knowlton confessed that he was not aware of that step and again, expressed frustration with the timeline and lack of response from the Building Inspector and the Board.

Mr. Flood and Mr. Knowlton both expressed concerns regarding the Building Inspector’s performance and stated that Mr. Nadeau has not been professional and that they deserve an answer that is based on proper code citation not just the opinion of the Building Inspector. Chair Tremblay again stated that the Board could not respond to their request at this time and that they would defer to the Building Inspector’s response.

Mr. Flood asked whether the CO has been denied. Chair Tremblay stated that the answer will be given to Mr. Knowlton in writing from the Building Inspector as soon as possible. Mr. Flood asked why an answer could not be given now, seeing that the Building Inspector was present for the meeting. Chair Tremblay stated that the Board would like Mr. Nadeau to answer the question according to the way it was asked.

Mr. Flood stated that he hopes a CO will be issued to his client. Mr. Knowlton added that he wants to be able to move forward with his sale process and does not want to continue to draw this out if not necessary.

Chair Tremblay again stated that the requests that have been made are responsible and the Board will wait for Mr. Nadeau to answer the complaint in writing. Chair Tremblay thanked Mr. Flood and Mr. Knowlton for attending the meeting.

Scott Flood and James Knowlton left the meeting at 7:47 p.m.

ADMINISTRATIVE ASSISTANT UPDATES

- **Employee Performance Reviews:** The Board discussed when annual employee performance reviews will be conducted. The Board agreed to perform the performance reviews at 6:00pm, before the regular meeting on October 27th. The Board also agreed to allow Melissa Salinardi to annually conduct the performance review for the custodian position.

NEW BUSINESS

- **Intent to Cut:** The Board reviewed an intent to cut for Gary Stansfield and Dawn Emory's property located on Brook and Ekberg Road, tax map and lots, 209-019-001, 411-008-000, and 411-007-003. The Board reviewed the intent to cut and had no issues or concerns. The intent of cut was signed.

OLD BUSINESS

- **Kearsarge Energy Presentation (Solar Tax Agreement):** Melissa Salinardi stated that a written agreement from Kearsarge Energy was received. The agreement stated that the company is willing to comply with the Town's request to follow the pending solar ordinances (see BOS Minutes from 9/22/25 for further details). The Board had no further questions or concerns and Chair Tremblay signed the tax agreement with Kearsarge Energy.
- **Ball Park Bridge Update:** Melissa Salinardi reported that the certified letter receipts have been received from all vendors that have been sent requests for qualification (RFQ) letters. Two vendors have already shown some interest and she hopes to hear more information regarding the Ball Park Bridge project soon.
- **Hazardous Building:** The Board agreed to continue the process based on legal counsel.
- **Property Litigation Update:** No new information was provided at this time.

STANDING ITEMS & OTHER

- **Budget Review**
- **Abandoned Property**
- **Planning Board Update:** Sebastian Zyzdorf reported that the Board discussed a resident's complaint against the recent subdivision on Ball Park Road; however, no action was made. He added that the recent annexation was completed with no issues. The next Planning Board meeting will take place on November 6th.

OTHER BUSINESS:

- **Non-Public Session:** The Board agreed to enter into a non-public session under RSA 91-A:3, II (a) & (e).

Dianne Craig motioned to go into Non-Public Session under RSA 91-A:3, II (a) "the dismissal, promotion, compensation or disciplining an employee, or the investigation of any charges against him/her," And (e), "Consideration or negotiation of pending claims or litigation." Derek Tremblay seconded the motion. Roll call vote: Dianne Craig-yes; Derek Tremblay-yes; Sebastian Zyzdorf-yes; motion carried, 3-0.

The Board entered non-public session at 8:00 p.m.

The Board invited Building Inspector Bruce Nadeau and Melissa Salinardi into the non-public session.

The Board continued discussion regarding a personnel matter. They suggested that the Building Inspector respond to Mr. James Knolwton's complaint within the timeframe that was suggested in the email received. Mr. Nadeau stated that he will respond to the complaint.

Dianne Craig motioned to come out of the Non-Public Session at 8:15p.m. Derek Tremblay seconded the motion. Roll call vote: Dianne Craig-yes; Derek Tremblay-yes; Sebastian Zyzdorf-yes; motion carried, 3-0.

Dianne Craig 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. Derek

Tremblay seconded the motion. Roll call vote: Dianne Craig-yes; Derek Tremblay-yes; Sebastian Zyzdorf-yes; motion carried, 3-0.

Derek Tremblay motioned to adjourn at 8:16. Dianne Craig seconded the motion. All were in favor-yes; motion carried, 3-0.

The meeting adjourned at 8:16 p.m.

Respectfully submitted by Melissa Salinardi.