



BOARD OF SELECTMEN
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BOARD MEETING MINUTES
October 6, 2022
8:30 A.M.

Selectmen Present: Brian Doerpholz, John E.F. Craig, Martin Nolan

Guests: Dana Pinney

Mr. Doerpholz called the meeting to order at 8:30 a.m.

PRIMARY:

***** APPROVE MANIFESTS**

Mr. Doerpholz made a motion to approve the manifests. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

***** APPROVE MINUTES**

- **September 28, 2022 – Public and Non-Public**

Mr. Doerpholz made a motion to approve the minutes of September 28, 2022, both public and non-public. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

***** REVIEW SIGNATURE FOLDER - The Selectmen reviewed and signed**

8:30 MEET WITH DPW DIRECTOR GLENN SMITH

DPW Director Glenn Smith met with the Selectmen to discuss the Application to construct a driveway entrance for Ronald & Beth Herrick.

Mr. Herrick stopped at the highway barn on September 26, 2022 and shared with Mr. Smith that he was just coming from a hearing with his attorney and the Town's attorney. Mr. Herrick shared that the Town's attorney stated that the driveway off of Putney Road could be approved. Mr. Smith had taken pictures to show where access for a new driveway at the corner of Kemp Brook and Fish Rock Road would be where there is a major outlet from a culvert. Mr. Smith shared that the Selectmen's April 26, 2022 meeting, the Selectmen did not want him (Smith) meet with Mr. Herrick if his attorney was present and that is what was holding up the process. The concern is that the culvert takes a lot of water. Mr. Smith stated the culvert can't be moved and we don't typically allow someone adding onto the culvert.

Mr. Smith wanted to discuss this with the Selectmen for their input. Mr. Doerpholz asked if Mr. Herrick was trying to go perpendicular to the intersection. Mr. Smith confirmed the location and shared that because of the culvert it wouldn't work. Mr. Smith had shared with Mr. Herrick that this wouldn't be feasible.

Mr. Smith asked about Mr. Herrick's assertion that the Town's attorney has stated that this driveway request could be approved. Ms. Favreau shared that Mr. Herrick's previous driveway request was denied by the ZBA and was dismissed by the Court. Mr. Doerpholz shared that the Selectmen discussed but never proposed anything to Mr. Herrick. Mr. Doerpholz had discussed the driveway with Attorney Christine Filmore and she had advised against it.

After discussion, the Selectmen agreed and advised Mr. Smith to deny the driveway application. Ms. Favreau reviewed the previous letter that the Selectmen sent to Mr. Herrick. Discussion continued on driveways off of a Class VI road.

Mr. Smith shared that the DPW guys tried the drag box and did a test run with gravel and it didn't go well. After numerous complaints about the condition of Abel Road, the DPW paved (shimmed) the road. The DPW's grader shimming of Abel Road

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has saved the Town money and has bought some time in having to pave the smaller roads. Mr. Smith discussed Cross Road and Sandy Hollow Road. Mr. Doerpholz shared that he asked Mr. Smith to come up with a two-fold plan for major and minor roads. Mr. Smith shared that on his road list for next year is Lower Troy Road, Gap Mountain Road Extension and Jaffrey Road. Mr. Smith shared that a box culvert would be needed on Jaffrey Road and he shared what the process was for determining the type and size of a culvert. Mr. Smith asked if he could reach out to an engineering firm to get advice on where to start. Ms. Favreau shared that the \$40,437 from an additional bridging allocation hasn't been received. The Selectmen agreed for Mr. Smith to proceed.

9:30 MEET WITH JASON KOVARIK – ARGENT COMMUNICATION

Jason Kovarik from Argent Communications met with the Selectmen to discuss a renewal of the current 2010 franchise agreement that has expired and Mr. Kovarik gave background information.

Mr. Doerpholz made a motion to sign the Agreement and add an addendum for public access in the future. Mr. Nolan seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

The agreement is for five years.

11:00 MEET WITH CHIEF DISALVO

Chief Leonard DiSalvo met with the Selectmen to share that he has ordered the cruiser. Chief DiSalvo thought at CIP he was authorized putting in a new radio – at a cost of \$7,500. He wanted to make sure that we were good for the car and the radio. The quote he received for the radio was \$5,700. Chief DiSalvo shared how he shifted the radios. Ms. Favreau shared that we haven't allocated the full amount for the cruiser. Chief DiSalvo shared that MHQs costs have increased for 2023 by approximately \$7,000. Chief DiSalvo shared that he purchased a 2022 at a cost of \$49,137, without a radio or radar. ARPA funds would be \$25,000, expendable trust was \$5,334, and we would need to take more out of ARPA or put more into the expendable trust. The cost of the radio is \$5,738. Ms. Favreau shared that we would need to raise \$25,000 and that the balance in the detail account is \$37,000 but there is \$11,000 in outstanding billing. Chief DiSalvo was asked and shared that it would be used for communication and you wouldn't know when it would be needed. Discussion was held on the number of cruisers, taking \$25,000 from ARPA, \$5,000 from the expendable trust and the balance from the special detail account for the purchase of the cruiser. Chief DiSalvo shared that the radio would need to be ordered now. The Selectmen agreed for Chief DiSalvo to purchase the radio now.

Chief DiSalvo shared that the Attorney General's Office is doing a presentation on scams on October 26th at 6 p.m.

Chief DiSalvo also shared that the Police Department would set up a tent in the Village for Halloween.

Chief DiSalvo asked how the Selectmen wanted them to handle heat at the Police Department, as they have oil and electric. Mr. Nolan shared that the mini split is more economical and noted that the bay in the Fire Department can't be colder than 60 degrees. After discussion, Chief DiSalvo would set the mini splits at 50 degrees and look at the cost after a month of heating use.

At 11:33 a.m. Mr. Doerpholz made a motion to go into non-public session under RSA 91-A:3 II(c). Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

At 11:41 a.m. Mr. Doerpholz made a motion to leave non-public session. Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

At 11:41 a.m. Mr. Doerpholz made a motion to seal the non-public minutes as disclosure would adversely affect the reputation of the person other than a member of the board. Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

At 11:42 a.m. Mr. Doerpholz made a motion to go into non-public session under RSA 91-A:3 II(c). Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

At 11:50 a.m. Mr. Doerpholz made a motion to leave non-public session. Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

At 11:50 a.m. Mr. Doerpholz made a motion to seal the non-public minutes as disclosure would adversely affect the reputation of the person other than a member of the board. Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

At 11:51 a.m. Mr. Doerpholz made a motion to go into non-public session under RSA 91-A:3 II(c). Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

At 12:10 p.m. Mr. Doerpholz made a motion to leave non-public session. Mr. Craig seconded and the motion passed 3-0. Roll Call vote: Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes.

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*** ECONOMIC COMMITTEE APPOINTMENT

Mr. Doerpholz shared that Beth Lorenz, Chair of the Economic Committee has recommended Isaac Morse as an alternate member for a term of 3 years.

Mr. Doerpholz made a motion to approve Isaac Morse as an alternate. Mr. Nolan seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

*** REVIEW LEGAL INVOICES

Mr. Doerpholz reviewed the legal invoices in the amounts of \$442.19 and \$1,512.50. Mr. Doerpholz shared that unfortunately the balance of 3,457.79 would be left in the legal line item. Mr. Doerpholz shared that by the end of the month, this would wipe out our legal budget. Mr. Doerpholz shared that there are other budgets that would be underspent where a transfer to cover legal expenses can be made from.

*** FOLLOW-UP DISCUSSION ON JUNKYARD POLICIES

Ms. Favreau shared the public hearing is scheduled for next week. Mr. Doerpholz reviewed the draft and made a change to Section 2 – D – 2 – Local Government Body. Mr. Doerpholz felt that the references could be deleted and just have it state the Board of Selectmen.

Ms. Favreau shared that this does mentioned that the policy doesn't only apply to commercial.

Mr. Doerpholz made a motion to adopt the junk yard policy as amended with a public hearing and public information on October 13, 2022. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

*** FOLLOW-UP DISCUSSION ON TOWN POLICIES

- Investment Policy
- Building Permit Policy on Class VI Roads

Investment Policy - Mr. Doerpholz shared that in reviewing the Town Policies, the Selectmen had questions regarding the Investment Policy. Ms. Favreau shared with the Selectmen a copy of the Treasurer's Monthly Report. It was noted that the interest rates with TD Bank are a lot better.

Building Permit Policy on Class VI Roads - The Selectmen discussed possibly abandoning the language under the Building Permit Policy on Class VI Roads and just citing the RSA. After discussion, the Selectmen agreed to remove this policy in its entirety.

Mr. Doerpholz made a motion to delete the Building Permit Policy on Class VI Roads. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

*** REVIEW NEWSLETTER ARTICLES

The Selectmen reviewed the newsletter articles. It was asked and Ms. Favreau confirmed that these are put on the website.

*** BUDGET DISCUSSIONS - COLA

Ms. Favreau shared that at the Town Administrator's meeting last week, it was shared what towns are doing for COLA. She shared that they are all doing something different. Ms. Favreau noted that we typically base our COLA on Social Security. A few town's would go the full amount of Social Security's COLA. Ms. Favreau shared that some towns pay 100% of an employees' health insurance premium. We pay 12% and we were the highest. Ms. Favreau noted that all towns are having problems with hiring. Town's now have to pay a higher starting wage. Ms. Favreau mentioned that the Town of Hanover is looking at creating housing for town employees. They can't attract anyone new as they can't find affordable housing.

Discussion was held on the recalculation of inflation, Social Security's COLA amount, how town's wage scales compare, hiring, and our wage scale.

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It was asked about reducing the premium percentage from 12 to 10 and having 2% more in pay. Ms. Favreau thought that health insurance rates were going up, if we reduce to 10% she didn't know how it would wash out. Ms. Favreau shared that health insurance is only for full-time employees. She shared that towns are more flexible than corporate America with hours. One of the things mentioned at the Town Administrator's meeting was that some towns have gone to a 4 day work week. Mr. Doerpholz asked about the benefits for the State's Retirement System. Ms. Favreau shared that the rates are going down. It is like a pension. The town pays 13.85% and as of July it is going down to 13.45%. Employees put in 7%. Mr. Doerpholz shared that at the time of retirement, employees won't know what they would make. He mention how it was at his previous company, which was employee owned. Discussion was held on having a town match, State Retirement Plan, and other options.

Mr. Doerpholz asked where the Selectmen stood regarding COLA. Mr. Craig thought a lot fell on what other flexibilities there are. Mr. Craig liked the concept of a 4 day work week. Mr. Doerpholz shared that it only would affect a few departments. Ms. Favreau was asked if it was problematic going to a 4 day work week. She felt it was the DPW because of the winter weather. Mr. Nolan thought they could determine what schedule would work for them. During the summer time the DPW does a 4 day work week. Mr. Craig asked if there was any downside to having a 4 day work week. Ms. Favreau shared that we should be supportive of how departments want to handle a work week.

Ms. Favreau would draft a letter for the Selectmen to sign regarding departments work week schedule.

After discussion, Mr. Nolan made a motion to approve a 6% COLA, effective April 1, 2023. Mr. Doerpholz seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

*** REVIEW ABATEMENT APPLICATION

Mr. Doerpholz reviewed the Abatement Application for Mr. Taylor. Mr. Doerpholz shared that the Selectmen could deny or offer a reduced amount. Mr. Doerpholz mentioned that Mr. Taylor paid \$50,000 for the property and shared that it could be totally abated or abate the value of \$55,800. Ms. Favreau shared that it is 10% of the market value.

After a lengthy discussion, Mr. Doerpholz made a motion to revise the assessment prior to the revaluation of \$55,800, creating a LUCT bill of \$5,580. Mr. Craig seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Opposed. Approved – 2-1

*** FOLLOW UP REGARDING LCHIP SITE VISIT

Mr. Craig sent the Selectmen an update on the LCHIP visit. We have until Monday, October 10th to submit our proposal. Ms. Favreau shared that they don't like new, they lean towards replacement.

The Selectmen reviewed LCHIPs guidelines. Mr. Craig felt that if we are going to go with replacement, he suggested we contract with GDC as he felt they have a good sense of what we are looking for.

*** DISCUSS 10/12/22 MEETING

Mr. Nolan shared that he isn't available on October 12th. After discussion, the Selectmen agreed to meet on Thursday, October 13, 2022 at 6:00 p.m.

Mr. Craig mentioned that he isn't available on Thursday, October 20th and the Selectmen agreed to cancel the meeting and not reschedule.

INFORMATION

■ Email from Jeff Craig

Mr. Doerpholz shared that all of the lamps at the Department of Public Works have been replaced and one ballast needed to be replaced in the Police Department at an additional expense of \$115.00

Mr. Craig made a motion to approve the additional cost. Mr. Nolan seconded. Mr. Doerpholz – Yes, Mr. Craig – Yes, Mr. Nolan - Yes. Approved – 3-0

Library Fence - Volunteers are needed to paint the spindles that are only primed. Mr. Smith is going to bring in more soil.

The Selectmen have reviewed the case - a variance was issued based upon information submitted to NH DES and the Selectmen do not feel that there have been any violation to what has been permitted.

The Selectmen asked Ms. Favreau to arrange an exit interview.

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ON-GOING BUSINESS:

- *** TOWN-WIDE ISSUES TO BE ADDRESSED AND THEIR ENFORCEMENT**
- Unregistered vehicles
 - Debris and junk in yards

Mr. Doerpholz made a motion to adjourn the meeting at 1:05 p.m. Mr. Nolan seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Brian Doerpholz, Chairman

John E.F. Craig

Martin Nolan
Board of Selectmen