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3 **APPROVED**
4 **TOWN OF PELHAM**
5 **BOARD OF SELECTMEN**
6 **MEETING MINUTES**
7 **May 2, 2017**
8 **APPROVED – May 9, 2017**
9

10 **CALL TO ORDER** - approximately 6:30PM
11

PRESENT: Mr. Doug Viger, Mr. Hal Lynde, Mr. William McDevitt, Ms. Amy Spencer

ABSENT: Mr. Paul Leonard, Town Administrator Brian McCarthy

12
13 **PLEDGE OF ALLEGIANCE**
14

15
16 **MINUTES REVIEW**
17

18 **April 11, 2017**

MOTION: (Lynde/McDevitt) To approve the April 11, 2017 meeting minutes as written.

VOTE: (3-0-0) The motion carried.

19
20 Ms. Spencer arrived.
21

22 **ANNOUNCEMENT**
23

- 24 ➤ Effective as of April 18th – Town Clerk/Tax Collector’s office will be changing their hours on
25 Tuesdays to 11am-7pm until further notice. The temporary change in hours is a result of a new
26 software upgrade and training that will improve our service to Pelham citizens. We apologize
27 for any inconvenience;
- 28 ➤ Blood Drive - Monday, May 15, 2017 at Pelham Senior Center from 9am to 2pm. To schedule
29 an appointment, please call 1-800-828-1975;
- 30 ➤ Pelham Farmer’s Market - has been canceled due to a lack of volunteers. We apologize for
31 any inconvenience;
- 32 ➤ PUBLIC HEARING - May 9, 2017 in Sherburne Hall in reference to the Ratification of the
33 March 16, 2017 Town Meeting Vote per House Bill 329.

34
35 **OPEN FORUM**
36

37 No one came forward.
38

39 **APPOINTMENT(S)**
40

41 **Assessing Assistant Sue Snide – Discussion Elderly Exemption**
42

43 Mr. McDevitt explained that last year the Selectmen put a committee together; however they didn't
44 move forward with a tax exemption on the ballot for Town Meeting. He said some of the seniors were
45 unhappy about such. He felt the Board needed to address what to do and suggested they either form a
46 committee, or put together a proposal to move forward.

47

48 Ms. Snide provided the Board with two spreadsheets; one taken from the Hillsborough County
49 Department of Revenue Administration, and the second was from the Town of Windham that showed
50 all of the Town's credits and exemptions. She reviewed the information contained on each and
51 explained how it compared to Pelham. She told the Board she had no preference for which direction
52 the Town went and noted the only guideline in the Statute was they couldn't go below \$13,200 for
53 income.

54

55 In terms of direction, Mr. McDevitt believed if they were going to make an increase they should
56 consider being towards the middle figure for exemptions. He suggested perhaps not having a
57 committee; but rather have the Selectmen come up with a series of their own numbers (possibly by their
58 next meeting) and seek public comment. He said they might also consider having a discussion with
59 people at the Senior Center and obtain feedback.

60

61 Ms. Spencer and Mr. Viger agreed. Mr. Lynde wanted additional time to 'digest' the numbers.

62

63 Mr. Viger stated the Board could review the numbers, perhaps hold a public hearing and accept
64 feedback. The Board agreed. Ms. Snide asked the Board to send her the numbers they were thinking
65 of. Ms. Spencer said it would be helpful if Ms. Snide could provide information for how many people
66 currently qualified and how many additional people would qualify, as well as what the tax impact would
67 be.

68

69 The Board thanked Ms. Snide for coming forward.

70

71 **Diane Chubb – Volunteer application for Zoning Board member**

72

73 Mr. Viger understood Ms. Chubb (who was recently appointed as an alternate member of the Zoning
74 Board) was seeking a full time membership. The application for full membership was the same
75 application submitted for the alternate position. He noted they opened applications to submissions and
76 would leave it open until the next Selectmen's meeting to make an appointment.

77

78 Mr. Lynde understood Ms. Chubb had sat in on her first Zoning Board meeting and asked if it was
79 different than she expected. Ms. Chubb replied during her first meeting she was appointed to vote for
80 a couple cases. She found the meeting very interesting and felt it was a good mix as what she does as
81 an attorney to figure out the issues and weigh the criteria to make a decision. Mr. Lynde noted he
82 recently attended a planning forum and spoke to one of the presenters about how they define keeping
83 within the 'spirit and intent' of the ordinance.

84

85 Mr. Viger stated they would keep the application period open for another week and would make
86 appointments at their next meeting.

87

88 **Parks & Recreation Director Brian Johnson – Project for Pelham Veteran's Memorial Park**

89

90 The Board was provided with an information packet containing a brief summary, photographs and
91 dollar figure for the proposed pavilion at Pelham Veteran's Memorial Park ('PVMP').

92

93 Mr. Johnson explained each year after summer camp he has a meeting with staff to discuss what
94 improvements could be made to better suit the camp. One big item that came up this year was the fact
95 that children don't have any specific place to eat their lunch in the shade. He researched post and beam
96 structures and displayed a photograph of what they would like to build, which he felt was also
97 aesthetically pleasing. The structure would be approximately 20ftx32ft and house approximately eight
98 picnic tables. Mr. Johnson stated that the proposed cost of \$20,000 would come from the 80's Fund;
99 money that they made from summer camp and from a remaining balance from the Rockingham Park
100 games of chance activities. He was confident that the \$20,000 would allow them to get the project
101 done. He showed where the pavilion would be located along the tree line close to the lodge.

102
103 Understanding that the Town has grown a lot, Mr. McDevitt questioned if the pavilion would be large
104 enough. Mr. Johnson believed it would be. He reviewed the space they had and believed it would
105 provide what they needed for summer camp and would also provide an area for residents to use for
106 birthday parties and such. Mr. McDevitt commented that the dollar amount was over the bid threshold.
107 Mr. Johnson replied he had come in front of the Board to ask permission to put out an RFP.

108

109 The Selectmen gave Mr. Johnson permission to put the project out for bid.

110

111 **OTHER BUSINESS**

112

113 **Vote – Board of Selectmen to vote to expend funds from the Pelham Veteran's Memorial Park**
114 **Trust Fund**

115

116 Mr. Viger reviewed a request to expend \$207.66 from the Pelham Veteran's Memorial Park Trust Fund,
117 for the purpose of purchasing (including shipping) beach permit decals. Mr. Johnson noted that the
118 money generated from the sale of the beach permits is deposited into the Trust Fund. He believed beach
119 permit sales generated approximately \$3,800-\$4,000 last year.

120

MOTION: (Spencer/Lynde) As Agents to Expend, the Selectmen voted to withdraw \$207.66
from the Pelham Veteran's Memorial Park Trust Fund for the purpose of purchasing
permits and shipping.

VOTE: (4-0-0) The motion carried.

121

122

123 **Resignation – Kaela Law resignation from the Conservation Commission**

124

125 Mr. Viger read aloud the resignation of Kaela Law, in which she thanked the Board for the opportunity
126 to serve the Town.

127

128 Mr. Lynde stated Ms. Law was a strong voice in the community on several things, most notably the
129 pipeline. He said she was a great organizer who participated with Pelham Community Spirit. He added
130 she was an asset to the Town and will be greatly missed. Mr. McDevitt and Ms. Spencer agreed and
131 voiced how she would be missed.

132

MOTION: (Lynde/McDevitt) To accept, with regret, the resignation of Kaela Law from the
Conservation Commission.

VOTE: (4-0-0) The motion carried.

133

134

135 **Update – Hobbs Community Center parking lot**

136
137 Mr. Viger received information from McCarthy. He said unfortunately they didn't anticipate the
138 parking lot would be updated before the end of summer; there were drainage items to be taken care of,
139 a second coat of asphalt needed to be put in and a pavilion would be installed over the bus. They did
140 anticipate the project would be completed before the end of fall.

141
142 **Update – Drought Update / Water Ban Update**

143
144 Mr. Viger pointed out that the Selectmen were provided with a drought update issued April 27th that
145 took out a section of Pelham from the 'abnormally dry' area. There was still concerns regarding wells
146 within the Town. He hoped if the rain fall continues the Town would be in good shape for the summer.
147 Mr. Viger stated the Town would be proactive with limiting its water use and sprinkling lawns and
148 fields. He recommended everyone else do the same. He also recommended that the Board lift the
149 watering ban at this time and review in the near future.

150
151 Mr. McDevitt felt the Board could lift the ban because it would become difficult to impose a lawn
152 watering ban when the map shows the Town as not being in the drought. He noted people being served
153 by Pennichuck had to follow the rules laid down by Pennichuck. He wanted the Town to set a good
154 example in places there were irrigation systems by cutting down watering.

155
156 Mr. Lynde recommended people reduce lawn watering (at the most) to every other day, which may
157 help the lawns grow a good root system. He noted if there was a very dry spring, the Town may be
158 back in a drought situation so it would be helpful for people to conserve as much as they could.

159
160 Ms. Spencer agreed with everything that had been said.

161
162 Mr. Viger stated they could write up a press release for the regular advertising areas to inform residents
163 that the watering ban had been lifted; however he felt there should be a disclaimer that caution is still
164 recommended.

165
MOTION: (McDevitt/Spencer) To remove the lawn watering ban effective immediately but
remind people that water is not an inexhaustible resource in Town and to please
exercise caution.

VOTE: (4-0-0) The motion carried.

166
167 **TOWN ADMINISTRATOR'S / SELECTMEN REPORTS**

168
169 Mr. McDevitt noted there had been ongoing discussion about the subdivision near the corner of
170 Sherburne Road and Mammoth Road and the use of two wells at that location as possible community
171 wells to serve people at the top of Sherburne Road. He said Planning Director Jeff Gowan was working
172 to find out the required well radius for a large ground water withdrawal. He explained if they withdrew
173 a large amount of water the protection area would change. He understood Mr. Gowan received
174 information from a well driller, but would continue to pursue information from the Department of
175 Environmental Services.

176
177 Mr. Lynde discussed the recent Planning Board meeting, during which they discussed the letter sent by
178 the Selectmen relative to Warrant Article #4 not being able to be enforced due to a flaw in the
179 notification process and informing that the Selectmen felt there should be a Special Town Meeting. He
180 stated the Planning Board voted (4-3-0) in favor of proceeding with a Special Town Meeting. Mr.

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181 Lynde commented that they needed to have answers regarding the process. Mr. Viger suggested
182 creating a checklist and having Mr. McCarthy research the process, speak to Counsel and create the
183 checklist and calendar schedule.

184

185 There was a brief discussion regarding the timeframe of the hearings, possible dates for a Special Town
186 Meeting as well as the coordination of location, printing ballots, ballot machines, etc.

187

188 Ms. Spencer discussed the recent dance held for Max Bedard, which was very well attended. She said
189 everyone had a wonderful time at the event and thanked the Joseph Middlemiss Big Heart Foundation,
190 Merrimack Valley Golf Course, Methuen Police Department and everyone who was involved and
191 attended.

192

193 **REQUEST FOR NON-PUBLIC SESSION**

194

MOTION: (Spencer/McDevitt) Request for a non-public session per RSA 91-A:3,II,a
(Personnel)

ROLL CALL: Mr. Viger-Yes; Mr. Lynde-Yes, Mr. McDevitt-Yes; Ms. Spencer-Yes;

CALL:

195 It was noted that when the Board returned, after the non-public session, the Board would not take any
196 other action publicly, except to possibly seal the minutes of the non-public session and to adjourn the
197 meeting. The Board entered into a non-public session at approximately 7:22pm.

198

MOTION: () To leave non-public session.

VOTE: () The motion .

199

200

MOTION: () To indefinitely seal the non-public meeting minutes.

VOTE: () The motion .

201

202

203 The Board returned to public session at approximately pm.

204

205 **ADJOURNMENT**

206

MOTION: () To adjourn the meeting.

VOTE: () The motion .

207

208 The meeting was adjourned at approximately pm.

209

210

211

212

Respectfully submitted,
Charity A. Landry
Recording Secretary