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**APPROVED  
TOWN OF PELHAM  
BOARD OF SELECTMEN - MEETING MINUTES  
July 10, 2018**

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

**PRESENT:** Mr. William McDevitt, Mr. Doug Viger (arrived after the meeting commenced), Ms. Amy Spencer, Ms. Heather Forde, Town Administrator Brian McCarthy

**ABSENT:** Mr. Hal Lynde

**PLEDGE OF ALLEGIANCE**

**MINUTES REVIEW**

**June 19, 2018**

**MOTION:** (Spencer/Forde) To approve the meeting minutes of June 19, 2018 as written.

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

**ANNOUNCEMENTS**

There were no announcements.

**OPEN FORUM**

No one came forward.

**APPOINTMENT(S)**

**NRPC – Mapping Project**

Paul Gagnon of the Forestry Committee came forward with Ryan Friedman of the Nashua Regional Planning Commission ('NRPC'). He said members of the Forestry Committee and Conservation Commission had worked with NRPC to create on-line maps of Town property trails. Mr. Friedman explained that they had worked with the Cutter-Merriam Conservation Area, Cutler-Spaulling Conservation Area, Gumpas Pond complex, Peabody Town Forest, Kirby-Ivers Town Forest, Costa Conservation Area and Wolven Park to map the trails using GPS and photographs. He reviewed the information contained on Map Geo that could be accessed on-line via computer, tablet or cell phone. There will be printed kiosk maps (22"x17") at each trail location containing information such as location, hours, what is allowed, etc. He then went through the information that will be able to be accessed via desktop computer and the benefits of having access to navigation information via tablet and cell phone.

## BOARD OF SELECTMEN MEETING/July 10, 2018

Mr. McCarthy felt that the Forestry Committee and NRPC had done a good job at making Town trails user friendly. Mr. Friedman noted he walked five of the six properties and didn't have cell reception problems.

Mr. McDevitt said the question has always been how to get people to use the trails and believed the proposal would help. He thought it sounded great and would personally have confidence to follow some of the trails in places that weren't familiar.

For publicity, Ms. Forde suggested using the website 'choosepelhamnh.com' going through the Pelham Economic Development. She said it would be nice to highlight something that wasn't exclusively commercial to get people to travel into Town. Mr. Friedman said they had heard similar things from other Towns. Mr. McDevitt said Mr. Gagnon should contact Planning Director Jeff Gowan regarding such.

Mr. Gagnon noted the Forestry Committee was paying NRPC \$6,900 for the package, which he felt was a 'steal'. The funds came from the timber harvest fund.

Mr. McCarthy questioned if there were different types of hiking trail for everyone. Mr. Gagnon replied there were trails of different lengths and difficulty for every age to use.

The Board thanked Mr. Gagnon and Mr. Friedman for the presentation.

### **Frank Ferreira, Director of Transfer Station and Highway Department: Crack Sealing-Paving bids & Knotweed discussion**

Mr. Ferreira presented the paving bids to the Selectmen.

**MOTION:** (Spencer/Forde) To award the paving bid to R&D Paving.

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

**MOTION:** (Forde/Spencer) To award the crack sealing bid to Superior Seal Coat Inc.

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

Mr. McDevitt stated Mr. Lynde (who was not present) received an expression of concern from a resident about Japanese Knotweed growing in Town. Their concern was spreading the knotweed by cutting it. Mr. Ferreira stated 75% of the problem in Town was knotweed sticking out into the road and blocking sight distance. He said the only thing they could do was cut it. Ms. Forde asked if the clippings were bagged afterwards. Mr. Ferreira answered no. He was told the best thing after cutting it was to leave it in place. He said to avoid it sticking to the mower, they allow the rotary flail to keep spinning so the air could get rid of most of it.

Mr. McCarthy questioned if there was a chemical solution. Mr. Ferreira answered yes, although he wasn't sure how good it worked. He noted they would have to hire a licensed company to use it. He commented that the whole bush would need to be attacked, because just going along the road would allow the plant to overtake the area again.

Mr. McDevitt referenced information contained in the Best Management Practices put out by the New Hampshire Department of Agriculture, Markets and Food that might be helpful. He suggested getting

## BOARD OF SELECTMEN MEETING/July 10, 2018

the Conservation Commission involved and asking them what to do with it. He said there was a patch of knotweed between Lyons Park and Meeting House Park that they could experiment with possible solutions. Ms. Forde mentioned the fact that there were local companies that offered goat rentals as eco-friendly way of weed removal. She said it might be a worthwhile experiment at the Meeting House Park location. The Selectmen didn't disagree.

Mr. McDevitt was familiar with the area at Jeremy Hill Road and asked what other areas had infestations. Mr. Ferreira said they were all over Town. Mr. McDevitt reiterated his suggestion to ask the Conservation Commission to look at the situation and come back with a recommendation. The Board agreed.

### **OTHER BUSINESS**

#### **Krista Martell tax abatement request**

Mr. McDevitt stated that the item was postponed. Mr. McCarthy replied he would put it on the agenda for July 17<sup>th</sup>.

#### **Update on the Naming/Signs at Raymond Park**

As was discussed at the Selectmen's last meeting, Mr. McDevitt stated that Mr. William Hayes had forwarded an example for signs. He suggested obtaining cost estimates for those signs to be posted on both signs for the park. There was no objection.

#### **Revising the Hawkers and Peddlers License Program**

Mr. McDevitt stated the Board had discussed revising the Hawkers and Peddlers License at a previous meeting. He sent a copy of his revision to the Board and felt they should begin to address it and finish the discussion when everyone was present. He spoke about who was required to obtain a license. He questioned why the cost was \$500. Mr. McCarthy replied that the application had not been revised in eighteen years and it was good they were reviewing. Mr. McDevitt asked about the background check and how long it took to be completed. Mr. McCarthy said the turn-around time was based on Concord, but he would speak to the Police Chief regarding such. Mr. McDevitt said the disadvantage of the set up was the time frame for a person to get a license. He noted the license should include 'services'. He would like to see any agents (of a company) going door-to-door have a copy of the license on their person.

Mr. McCarthy said he had been on the police side of enforcement and noted a lot of time the people come in and saturate sections of Town until the Police run them out. He said the true business person will appreciate the changes.

Ms. Forde inquired if the Police could create a legitimate list of who was 'knocking on doors'. Mr. McCarthy would like to have a section on Hawkers and Peddlers on the Town website for residents to access. He wanted to utilize a communication platform they weren't doing in the past. Mr. McDevitt said people could call the non-emergency number for the Police if they have any questions about people.

Mr. McCarthy said he would speak with the Police Chief and give the Selectmen information. The Board will discuss further once they hear from the Police Chief. He spoke about the signature portion of the license and asked if they could have the Selectmen Chair or the Town Administrator could have authority to sign. He said if someone submitted first thing in the morning and the background check was done late morning, he could sign the license and send them on their way. There was no objection.

## BOARD OF SELECTMEN MEETING/July 10, 2018

Ms. Forde questioned if they should authorize 'any' Board member to sign to help the process. There was no objection. Mr. McDevitt felt the broader it was the better.

### **Water conservation update.**

The Board was provided with a drought monitor map for the State. Mr. McCarthy read aloud a statement sent out by the State that addressed the three-month drought outlook. The State is promoting outdoor water use restrictions. He said when the news first broke he sent a press release recommending citizens start conserving water now. He suggested updating that information since it looked like Pelham would be in a drought before fall. There was no objection.

Mr. McDevitt recalled that the Town had restricted lawn watering in the past but residents with Pennichuck water had to follow Pennichuck's restrictions. Mr. McCarthy said that was correct. Pennichuck implemented their own water conservation program and taking aggressive sanctions against people who ignored their conservation request. The Town enacted a water ban and hung door-knockers. He said once the State declares a drought the Town can impose a water usage restriction. Mr. McDevitt understood that the Town would also be conserving. Mr. McCarthy replied two weeks ago he sent a message to the Town's landscaper about conservation. Mr. McDevitt suggested sending an announcement informing residents if the State declares a drought in the area the Town may prohibit lawn watering as was done two years ago. Mr. McCarthy told the Board he would do an update to the recent announcement indicating in light of the new information from the State they anticipate a water ban coming in the not to distant future (per RSA 41:11,d).

### **Quarterly Expense/Revenue report review**

Mr. McCarthy provided the Board with the quarterly budget report for expenses/revenues.

Mr. Viger arrived.

The Board reviewed the information. Mr. McDevitt asked if there were any areas of concern. Mr. McCarthy answered no. He said his biggest concern was with the Highway Department because of the storms and overtime; however, the Director had done a really good job at monitoring expenditures. He commended all the department heads for their oversight of budgets.

### **TOWN ADMINISTRATOR / SELECTMEN REPORTS**

Mr. McCarthy reported that the audit was nearly complete and provided a brief summary to the Board.

Ms. Forde informed the Food Pantry has a clear need to stock the shelves. She said if anyone has fresh produce/dairy/eggs they will accept it. Information can be found at: <http://www.stpatricks-pelham.com/food-pantry/> She then spoke about a family with young children who lost their mother. The local boy and girl scouts will be holding a benefit at Altitude Trampoline Park in Pelham, Sunday, July 15<sup>th</sup> 8pm-10pm.

### **ADJOURNMENT**

**MOTION:** (Forde/Spencer) To adjourn the meeting.

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

The meeting was adjourned at approximately 7:37pm.

BOARD OF SELECTMEN MEETING/July 10, 2018

187  
188  
189  
190

Respectfully submitted,  
Charity A. Landry  
Recording Secretary