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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

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13 **PLEDGE OF ALLEGIANCE**  
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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**  
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- 24 ➤ Effective as of April 18<sup>th</sup> – 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**  
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37 No one came forward.  
38

39 **APPOINTMENT(S)**  
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41 **Assessing Assistant Sue Snide – Discussion Elderly Exemption**  
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## BOARD OF SELECTMEN MEETING/May 2, 2017

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

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

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

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

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

The Board thanked Ms. Snide for coming forward.

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

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

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

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

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

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

## BOARD OF SELECTMEN MEETING/May 2, 2017

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

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

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

### **OTHER BUSINESS**

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

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

**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.

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

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

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

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

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

**Update – Hobbs Community Center parking lot**

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

**Update – Drought Update / Water Ban Update**

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

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

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

Ms. Spencer agreed with everything that had been said.

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

**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.

**TOWN ADMINISTRATOR'S / SELECTMEN REPORTS**

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

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

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

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

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

**REQUEST FOR NON-PUBLIC SESSION**

**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;

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

**MOTION:** ( ) To leave non-public session.

**VOTE:** ( ) The motion .

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

**VOTE:** ( ) The motion .

The Board returned to public session at approximately pm.

**ADJOURNMENT**

**MOTION:** ( ) To adjourn the meeting.

**VOTE:** ( ) The motion .

The meeting was adjourned at approximately pm.

Respectfully submitted,  
Charity A. Landry  
Recording Secretary