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**APPROVED**  
TOWN OF PELHAM  
BOARD OF SELECTMEN MEETING  
MINUTES  
April 28, 2015  
**APPROVED – May 12, 2015**

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

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PRESENT: Mr. Hal Lynde, Mr. William McDevitt, Mr. Doug Viger, Mr. Robert Haverty,  
Mr. Paul Leonard

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ABSENT: Town Administrator Brian McCarthy

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**PLEDGE OF ALLEGIANCE**

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**APPOINTMENT**

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**Salem Farmer's Market Presentation – Jane Lang Manager/Coordinator and Members of Pelham Community Spirit**

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Mr. Lynde heard from a member of the Pelham Community Spirit ('PCS') group that the Salem Farmer's Market were losing their place of operation at Lake Street Garden Center in Salem, NH and were looking for another location. The topic of discussion was the possible use of the Village Green for the farmer's market.

Ms. Jane Lang Salem Farmer's Market Manger/Coordinator along with Pelham Community Spirit members Brenda Eaves and John Russell came forward for the discussion. Ms. Eaves told the Selectmen that PCS had been thinking of coordinating a farmer's market and now seemed the right time to pursue having one. She said PCS members would coordinate the process and be present during the times the market was open. They were seeking authorization from the Selectmen to proceed with having a farmer's market and authorization to use Town property to do so. Mr. Russell told the Board Ms. Lang had bypassed all the hopes of what a farmer's market could bring to the community. He believed they had a nice offering that would go along with and add to the Pelham community.

Ms. Lang thanked the Board for meeting with her. She provided a brief history of how the farmer's market began and how it had grown during the past five years. Salem Farmer's Market has been voted number one the past two years by WMUR television station viewers. She stated the most important thing about the market was that they brought local food from local farmers and producers to the communities. They educate the community on how to eat healthy and of the benefits of buying locally grown products. During the past year they became a 501(3)(c) non-profit charitable organization, which was prorated back to 2012. The Farmer's Market offers SNAP and accepts food stamps. Ms. Lang was proud that each of the farmers bring their own products to market; they don't allow any buy and sell. There are a total of forty seven active farmers and producers who rotate their attendance weekly and seasonally. The market is open Sundays from 10am to 2pm, during which there is an average of 300-500 customers. Ms. Lang described CSA pickups, which is when a

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45 customer buys shares from a farmer and picks up those products at the market. She spoke of the  
46 weekly process to coordinate the market.

47

48 Mr. McDevitt saw that the farmer's market had a request for expansion with the Salem Planning  
49 Board and questioned how it contrasted with the request in front of the Selectmen. Ms. Lang replied  
50 they needed to look at different options since they didn't know what the outcome of the Pelham  
51 Selectmen's meeting would be.

52

53 Mr. Russell spoke to the clean up after the market. He indicated Ms. Lang had assured them all  
54 vendors were responsible for clean up so there would be nothing left behind when the market was  
55 through. Ms. Lang added they had a very good policy and procedures required of vendors that would  
56 be provided to the Town for review.

57

58 Ms. Lang discussed the market season. Spring/Summer outdoor time ran between April and October;  
59 Fall through Winter would run indoors. She asked if the Town Hall lobby and hallway would be  
60 available for use. She noted the dairy farmer would need access to their truck. There are currently  
61 two vendors that require electricity. She questioned if they could have signage on the day of the  
62 market to inform people where it was being held. She also asked if they could have a 'sandwich' on  
63 the Village Green to let people know the farmer's market would be coming. Mr. Lynde replied PCS  
64 was familiar with the Town's procedures regarding signs and didn't foresee any problems regarding  
65 such. Ms. Lang told Selectmen they did two fundraisers per year. One would be a community  
66 cookout in August, for which they use market products. Mr. McDevitt commented there had been  
67 cooking on the Village Green during the last couple years, mostly in conjunction with the Summer  
68 Concert Series. Ms. Lang questioned if animals on leashes were allowed on Village Green. One of  
69 the vendors made dog treats. She told the Selectmen they would provide owners with appropriate  
70 means for cleanup. Mr. McDevitt replied they don't prohibit dogs on the Village Green. Ms. Lang  
71 asked if the Town Hall parking area was plowed out in the winter. The Selectmen said the area  
72 would be cleared given that access was also needed to the Police and Fire Stations.

73

74 Mr. Haverty inquired if animals other than dogs were brought to the market. Ms. Lang stated they  
75 had never had the farmer's animals brought to the market for a children's petting area or in cages.  
76 They do however have various activities for children. Mr. Haverty questioned insurance coverage.  
77 Ms. Lang told the Board the market had its own liability insurance, plus every vendor was required to  
78 have insurance. Ms. Eaves added that PCS also had insurance. Ms. Lang stated the market and all of  
79 the vendors would list the Town as a certificate holder. She also spoke of the importance of food  
80 safety and the requirement for vendors to be approved through the health system either with their  
81 town and/or the State. She noted they discourage 'bake sales'.

82

83 Mr. Leonard questioned if the name of the market would be changed from Salem New Hampshire  
84 Farmer's Market of SNHFM to Pelham New Hampshire Farmer's Market. Being a 501(3)(c), Ms.  
85 Lang replied it would be the Salem New Hampshire Farmer's Market in Pelham because she couldn't  
86 make the changes at the present time.

87

88 Mr. McDevitt spoke to the cost of using the Town Hall hallway. There is a minimal charge to use  
89 Sherburne Hall because the Town doesn't have a janitorial staff. They haven't been questioned  
90 regarding the use of the hallway. Ms. Lang said they could have further discussion; at this time she  
91 was mainly concerned with securing a location.

92

93 Being that the market was an organization selling goods, Mr. Haverty wanted to know if there was a  
94 Hawkers/Peddlers license requirement that would be imposed on this type of activity. Mr. McDevitt

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95 replied the Town issues Itinerant Hawkers licenses, which was aimed at people who travel door to  
96 door. He said the Town didn't have a license for someone to set up in Town Hall. He didn't feel that  
97 the Farmer's Market fell under the definition of 'itinerant'.  
98

99 Mr. Haverty wanted to know the volume of customers. Ms. Lang said they had on average between  
100 300-500 people (not counting children). Mr. Haverty said they had to take traffic and parking into  
101 consideration. Ms. Lang didn't want to create any problems. There was a brief discussion regarding  
102 parking. The area in front and behind the municipal building had available parking; the Library and  
103 Fire Station could also accommodate customer parking.  
104

105 Park & Recreation Director Brian Johnson, who was seated in the public, came forward at Mr.  
106 Lynde's request. He told the Board he would be happy to work with the market to create a schedule  
107 that would accommodate everyone.  
108

109 Mr. Haverty asked who decided which vendors attend the market. Ms. Lang made the decision. Mr.  
110 Haverty wanted to ensure Pelham residents would have an opportunity to be involved. Ms. Lang  
111 replied Pelham residents currently had the ability to be involved; they reach out to all local farmers.  
112

113 Mr. Viger spoke of the farm stand located at Mammoth and Sherburne Road and questioned how the  
114 business would be incorporated. Mr. Lynde replied it was a farm stand. Ms. Lang explained the  
115 market was more than just vegetables; it was about farmer's goods.  
116

117 Mr. McDevitt made a motion to approve the location of the Salem Farmer's Market as requested in  
118 the April 20, 2015 letter, recognizing that they are a 501(3)(c) charitable non-profit organization,  
119 and that they be allowed to use Village Green and the hallway and lobby way of Town Hall. Further,  
120 that there be no charge, given the community-wide benefit and charitable nature, except if there is a  
121 burden imposed on the Town for cleanup. Mr. Haverty seconded for discussion. He asked if the  
122 Board wanted to contemplate including an expiration date or a specified date to revisit the motion to  
123 review the situation and adjust the approval. Ms. Lang indicated she would like some sort of  
124 agreement with the Town that could include a review stipulation. Mr. Viger saw the situation as a  
125 relationship that would grow/expand over time. However, he also felt the agreement should include  
126 an escape clause for the Town's protection. Mr. McDevitt amended his motion to stipulate it would  
127 be subject to a written agreement between the parties.  
128

129 Ms. Lang told the Selectmen she needed to meet with the Salem Planning Board, but would be back  
130 in touch with the Selectmen.  
131

**MOTION:** (McDevitt/Haverty) To approve the location of the Salem Farmer's Market as requested in the April 20, 2015 letter, recognizing that they are a 501(3)(c) charitable non-profit organization, and that they be allowed to use Village Green and the hallway and lobby way of Town Hall. Further, that there be no charge, given the community-wide benefit and charitable nature, except if there is a burden imposed on the Town for cleanup. The approval is subject to a written agreement between the parties.

**VOTE:** (5-0-0) The motion carried.

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135 **MINUTES REVIEW**

136

137 **April 14, 2015**

138

**MOTION:** (Haverty/Viger) To approve the April 14, 2015 meeting minutes as amended.

**VOTE:** (5-0-0) The motion carried.

139

140 **ANNOUNCEMENTS**

141

142 ➤ **Planning Board seeking volunteers for:**

- 143 ○ Master Plan Update Committee
- 144 ○ Zoning Review Board
- 145 ○ Capital Improvements Plan ('CIP') Committee

146 ➤ **Seeking Alternates to the following boards:**

- 147 ○ Planning Board
- 148 ○ Board of Adjustment
- 149 ○ Conservation Commission

150 Any interested candidates, please contact Town Administrator Brian McCarthy

151 ➤ **NGRID – Merrimack Valley Reliability Project (MVRP) Information Sessions Being Held**

- 152 ○ Open House on Wednesday, May 6<sup>th</sup> at Matthew Thornton Elementary School, 275
- 153 Mammoth Road, Londonderry, NH
- 154 ○ Q&A –Thursday, May 7<sup>th</sup> at Hudson Memorial School, 1 Memorial Drive,
- 155 Hudson,NH

156 ➤ **National Grid will have contractors traversing in and around the power line right-of-way to**  
157 **conduct environmental and constructability field work** – representatives from National Grid  
158 and Vanasse Hangen Brustlin, Inc. are authorized to be in the area and will have  
159 identification and/or letters of introduction about the work on hand.

160 ➤ **Congratulations to third grade student at Pelham Elementary School, Jude Correa for**  
161 **winning the Gene Mills National Wrestling Title in the 85lb division**

162

163 **OPEN FORUM**

164

165 None

166

167 **APPOINTMENT(S) CONTINUED**

168

169 **Board Interviews:**

170

171 **Conservation Commission – 4 Full Time Openings:**

172 Paul Gagnon – reappointment

173 Louise Delehanty – new appointment

174 Karen MacKay – for reappointment previously interviewed at April 14<sup>th</sup> meeting

175 Kaela Law – for new appointment previously interviewed at April 14<sup>th</sup> meeting

176 The Selectmen have held off making appointments until everyone who applied had been interviewed.

177

178 Mr. Gagnon came forward to discuss his application of reappointment to the Conservation  
179 Commission. He told the Board he had been on the committee since 2002 and was also involved  
180 with the Forestry Committee. He enjoyed the effort of protecting open spaces.

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181

182 Mr. Viger stated Mr. Gagnon's past had been phenomenal and wanted to know what the anticipated  
183 objectives were for the future. Mr. Gagnon replied they wanted to finish what they started. They  
184 had committed to protect 1,000 acres and had approximately 135 acres to go. He said there was  
185 approximately 40 acres coming forward.

186

187 Mr. Lynde thanked Mr. Gagnon for the work he had done along with the members of the  
188 Conservation Commission and Forestry Committee to protect valuable land in Town for conservation  
189 and passive recreation.

190

191 Ms. Delehanty came forward to discuss her volunteer application. She told the Board she had a love  
192 of outdoors and animals both wild and domesticated. Prior to retiring she was an elementary school  
193 teacher for 32 years during which she always used projects (dealing with the environment and  
194 animals) in conjunction with teaching. She always tried to instill in the students that Earth Day isn't  
195 just one day per year, but all year round. She believed it was important to educate children at a  
196 young age so they carry the connection to nature throughout their lives. Ms. Delehanty wanted to  
197 make a difference and leave the earth a better place.

198

199 Mr. McDevitt met Ms. Delehanty two years ago and felt her dedication would be a great addition to  
200 the Conservation Commission.

201

202 Ms. Delehanty told the Board she was also concerned about the pipeline and offered to assist in any  
203 way to protect the wildlife.

204

205 Mr. Haverly said it was good to see fresh faces come forward and offer to volunteer.

206

207 There was a brief discussion regarding the number of members the Conservation Commission could  
208 have. The RSA indicates the committee can have between 3 to 7 full members. Mr. Lynde proposed  
209 staggering the membership terms so the expirations weren't occurring at the same time.

210

211 Mr. McDevitt made a motion to appoint Paul Gagnon and Karen MacKay each to a three year term  
212 from April 1, 2015 until March 31, 2018 and to appoint Kaela Law and Louise Delehanty each to a  
213 one year term from April 1, 2015 until March 31, 2018. Mr. Viger seconded the motion for  
214 discussion. Based on the agenda, it was his impression that the applicants were applying for full-  
215 term positions. He questioned if it was appropriate for the Selectmen to determine what the time  
216 limits would be for the individuals seeking appointment. He said there were four people applying for  
217 four positions. Mr. Lynde replied the Selectmen would normally have filled the two open positions.  
218 He felt the Selectmen should bring balance to the terms by staggering the expirations. He said if  
219 anyone objected, he would be glad to hear it. Mr. Viger felt the positions should be reposted and let  
220 the applicants choose which term they wanted to seek. Mr. Lynde believed the problem came from  
221 not expecting four applicants. Which everyone agreed it was a good thing to have numerous people  
222 come forward to volunteer.

223

224 Mr. McDevitt withdrew his motion. Mr. Viger agreed to withdraw his second.

225

226 Mr. Gagnon came forward to suggest he and Ms. MacKay be appointed for a one year term. He  
227 understood staggering the expirations would bring balance to the committee. He noted that all the  
228 applicants would be happy with however the Board chose to make appointments.

229

230

**MOTION:** (Haverty/Leonard) To appoint Paul Gagnon, Karen MacKay, Kaela Law and Louise Delehanty each to a three year term on the Conservation Commission beginning April 1, 2015 until March 31, 2018.

**VOTE:** (4-1-0) The motion carried. Mr. Lynde voted no.

231

232

Mr. Lynde voted no because he didn't feel they were in compliance with how the statute read. Mr. McDevitt felt they were in strict compliance with the statute because the language pertained to 'new' boards and the commission was not a new board.

234

235

236

**PUBLIC HEARING – To accept the donation of the removal and replacement of the roof at Raymond Park Lodge to Parks & Recreation with a value (to include labor & materials and installation) of approximately \$12,500 by Mr. Stephen Brussard of Brussard General Contractors, Inc.**

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240

Park & Recreation Director Brian Johnson came forward to discuss the donation. Over a year ago he was introduced to Stephen Brussard by Officer Brian Kelley. Mr. Brussard was looking for something to do for the Town. Mr. Johnson noted Mr. Brussard paid off the summer camp scholarships and helped upgrade the camp lodge. He was now coming forward with an offer to redo the roof at the Raymond Park Lodge, which was on the Park & Recreation 'radar' list for a couple years.

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**MOTION:** (Haverty/Viger) To accept with gratitude, the donation of labor, materials and installation with an approximate value of \$12,500 to be done at Raymond Park Lodge, which includes the removal and replacement of the roof on the lodge by Mr. Stephen Brussard of Brussard General Contractors, Inc.

**VOTE:** (5-0-0) The motion carried.

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249

The Selectmen thanked Mr. Brussard for his generosity.

250

251

**Brian Johnson, Parks & Recreation Director – 80's Fund Review 2013-2014 comparison**

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253

Mr. Johnson provided the Selectmen with a spread sheet summary and report of the 80's Fund. He explained that the function of the 80's Fund was used to collect money for various programs and in turn paid for programs to be run. It was a revolving account that allowed programs to be self-funded. Mr. Johnson reviewed the figure comparisons between the past years. The small profits made from programs goes toward maintaining the areas used for programs.

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259

Mr. Lynde was impressed by the number of programs listed. Mr. Johnson replied they kept busy and continually tried to add programs. He provided an overview of the department's expense budget and funds from the Rockingham Park charitable gaming. He summarized projects that were scheduled during the year and in the future.

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264

Mr. McDevitt reviewed the programs in the 80's Fund and called attention to disc golf, which showed a deficit. Mr. Johnson explained the figure shown in disc golf was before his time as Director; he believed the number listed was the original figure from a grant that was received. He stated disc golf is a non-revenue generating program. Mr. McDevitt felt it should be removed at some point since it wasn't a realistic figure. Mr. Johnson said the report could be a little confusing

265

266

267

268

269 since fees are collected and held until programs start. Mr. Viger questioned if Mr. Johnson should sit  
270 with the Finance Director to go through the report and have it reflect existing accounts. Mr. Lynde  
271 asked if the account was audited. Mr. Johnson answered yes; the auditor asked him some questions  
272 about it. He reiterated that a lot of the report was from before his time as Director; he inherited some  
273 of the numbers, which is why he didn't put a lot of credence in the running balance.

274

275 Mr. Lynde stated Mr. McCarthy should review the situation to see if it could be updated.

276

277 Mr. Johnson described some of the projects they would be doing during the year using the fund, not  
278 from tax dollars. Mr. Leonard suggested highlighting activities/programs on a quarterly on PTV for  
279 public awareness. It would be a good opportunity to let residents know those things were done  
280 without using tax dollars.

281

## 282 **OTHER BUSINESS**

283

### 284 **Kinder Morgan Pipeline – Coalition Letter**

285

286 Mr. Lynde noted the Selectmen were concerned about some of the language contained in the letter,  
287 but were inclined to sign it with the intention of drafting a more detailed letter specific to Pelham's  
288 concerns. There was a typographical error in the FERC number, which would be corrected.

289

290 Mr. Lynde commented that one of the Selectmen's concerns was the letter indicating there were  
291 cheaper alternatives than through the existing pipeline. He reported that he attended a meeting of the  
292 Energy Facilities Advisory Committee and raised that issue. One of the gentlemen who helped  
293 author the letter explained the basis for the statement was the fact that other proposals would replace  
294 pipelines that exist within the existing right-of-way with a smaller dimension and therefore cheaper.  
295 He would like to know if they would recover the cost of the pipelines by passing it onto rate payers.  
296 Mr. Lynde believed the Selectmen would be willing to sign the letter drafted by the coalition.

297

298 Mr. Viger made a motion to authorize the Town Administrator to sign the coalition's letter, as  
299 amended, on behalf of the Selectmen. Mr. Haverty seconded the motion.

300

301 Mr. McDevitt stated he intended to vote yes on the motion, but at the same time had reservation  
302 regarding the letter because it contained specific statements that he didn't know for a fact whether  
303 they were true or not. He highlighted some of areas of concern. Mr. Lynde suggested informing the  
304 coalition of their reservation that the letter was based on statements that were not fully vetted and  
305 before it's presented ask for an outline of the basis for those statements. Mr. McDevitt will write  
306 out his concerns and provide them to Mr. McCarthy for presentation to the coalition.

307

**MOTION:** (Viger/Haverty) To authorize Town Administrator Brian McCarthy to sign the  
proposed letter, as amended, on behalf of the Selectmen.

**VOTE:** (5-0-0) The motion carried.

308

309 Mr. McDevitt spoke to the Pelham specific letter. He noted that the Town received a publication  
310 entitled the Local Government Guide to Pipelines from the Pipeline Safety Trust, and independent  
311 organization of public interest. He felt the Town should be concerned with not only the proposed  
312 pipeline but also the existing pipeline. He reviewed the information and read aloud some of the  
313 verbiage from the 2010 Federal Register. Mr. McDevitt spoke of a Federal requirement (49 CFR  
314 192.615) of Gas Emergency Response Plan Requirements. He stated the only thing the Fire

315 Department has for emergency response is a toll free phone number to call. He commented about the  
316 negligence to the Federal Law that requires the current pipeline operator to meet regularly and  
317 establish a liaison with emergency preparedness personnel. He said this had never occurred. Mr.  
318 McDevitt noted in the Kinder Morgan safety statements, it indicates Tennessee Gas Pipeline  
319 Company conducts annual meetings with first responders, local officials and contractors in all  
320 counties, cities and towns in which they operate and will continue doing so. He was concerned if  
321 such meetings haven't occurred with the existing pipeline, would they occur with a new pipeline,  
322 which would be bigger and more dangerous. Mr. McDevitt drafted a letter for the Selectmen to  
323 review that was intended to zero in on the public safety aspects and lack of communication.

324

325 Mr. Leonard also had a copy of the information from the Kinder Morgan meeting and referred to it as  
326 good marketing collateral. He believed information and real life responses to incidents could be  
327 found on the National Transportation Safety Board website. He noted that the Pelham pipeline  
328 coalition group has assembled some statistics to what could be a potential Pelham letter to go along  
329 with the multi-town coalition letter. Mr. Leonard questioned at what point Pelham could put them on  
330 the spot and ask for responses to questions that have gone unanswered.

331

332 Mr. Lynde felt having the Pelham specific letter include questions, coupled with experiences would  
333 allow Pelham to speak to what would be imposed on the Town and Southern New Hampshire. Mr.  
334 McDevitt provided the Selectmen with a proposed letter for review/comment.

335

336 Mr. Lynde told the Board he had a discussion with the Fire Chief regarding the pipeline and  
337 emergency action. He noted most of the towns that would be affected don't have an existing pipeline  
338 and were interested in how much tax dollars they would receive. He provided assessment  
339 information for the pipeline and compressor station. He said the Fire Chief indicated the Town had  
340 an '800' (toll free) number to call; in the event of a fire or emergency, the Fire Department had no  
341 way of putting it out. Mr. Lynde pointed out two key elements one being a quick response in  
342 shutting the line down and the second was having the ability to ensure there was no collateral damage  
343 from a fire. He commented that the line ran through some areas that weren't readily accessible.

344

345 Mr. Leonard recalled a situation several years ago of a dump truck dumping fill under the lines on  
346 Windham Road. The truck touched one of the lines and blew the transmission; power was out for a  
347 large portion of Town for half day. He couldn't imagine what would happen during a catastrophic  
348 situation.

349

350 **Resident Correspondence – Request for Additional Sidewalks**

351

352 Mr. McDevitt read aloud a resident letter requesting consideration to adding sidewalks within the  
353 Town. Mr. Lynde stated years ago the Town approved a warrant article to set aside money to  
354 construct a sidewalk between the high school and the center of Town. He noted they could never get  
355 more money added to it and eventually dismantled the fund. He believed there was a need and left it  
356 to the Board for consideration.

357

358 Mr. McDevitt agreed there were areas that needed sidewalks, such as on Old Bridge Street. The  
359 difficulty was the cost for maintaining sidewalks in the wintertime. He stated the Town was under  
360 Federal obligation (Americans with Disabilities Act) to maintain sidewalks in the winter. He said an  
361 article could be placed on the warrant to see if people were interested in reestablishing a fund for the  
362 construction of sidewalks. Mr. Haverty spoke of needing specialized equipment to maintain  
363 sidewalks. He said it went beyond simply mowing and maintaining a dirt path. While he appreciated  
364 the resident's desire and illustrated need, it was a complicated issue. Mr. Haverty said a point argued



365 at the Planning Board (during his time as Selectman Representative) when new subdivisions are  
366 being reviewed are the monetary and resource perspective of maintaining sidewalks. Mr. Leonard  
367 questioned if a stipulation, possibly and impact fee could be added to plans in specific areas, such as  
368 the Town center mixed use district. Mr. Haverty didn't know of an impact fee that could be used for  
369 operational maintenance. Generally they are collected because of a capital need resulting from a  
370 specified growth.

371  
372 Mr. Viger spoke of the annual cost (\$25,000-\$30,000) for maintaining the roundabouts. He noted  
373 although the State built them, the Town was now responsible for maintaining them.

374  
375 Mr. Lynde felt the Selectmen should add a discussion item for consideration regarding sidewalks  
376 when reviewing budgets (July/August). He felt there should be sidewalks in specific locations, such  
377 as from the high school to the Town center and within the center where people are walking. He felt  
378 having a sidewalk within a subdivision would be an added expense the Town doesn't need.

379

380 **Light Replacement Program**

381

382 Mr. Viger told the Board they were still in the application process awaiting approval. Liberty  
383 Utilities has had some questions about the specific lights the Town proposed for installation to  
384 ensure they meet the criteria of the rebates.

385

386 Mr. Leonard asked if the program was part of New Hampshire Saves. Mr. Viger replied it was a  
387 function of New Hampshire Saves, but doesn't fall under that specific category. Mr. Leonard  
388 inquired if more detailed information had been determined, such as specific lights, warranties and  
389 who would stand behind the products (manufacturer or installer). Mr. Viger replied they were  
390 currently doing that process; once approved by the third party engineer, the package can be  
391 determined as far as who would cover the items. He noted they all seemed to be third party  
392 warrantees. The subcontractor was reviewing the items to ensure they were not subpar. Mr. Leonard  
393 asked if the third party was an engineer from Liberty. Mr. Viger replied it was subcontracted by  
394 Liberty.

395

396 Mr. Leonard spoke to the reasons for his questions. He said after the Selectmen's last meeting a  
397 resident warned not to circumvent the bid process for the project. Mr. Viger replied they might run  
398 into an issue with the bid process because it should have been done before hand because the project  
399 is being approved for a vendor, product and prices; to be competitive, they would need to pick a new  
400 vendor and begin the process again. He was waiting on details for doing so; originally the process  
401 was started to get Pelham in the queue. He stated the bid process was important and noted the Board  
402 would need to evaluate the situation make a decision regarding such when information was returned.  
403 He said it was also made clear that the Town was being reviewed/approved based on the specific  
404 vendor's rates and fixtures. Going out for bid would require a new application process. Mr. Leonard  
405 reviewed the New Hampshire Saves application and saw that the Town could be the recipient of the  
406 fund and in turn could decide who did the work. Mr. Viger understood that wasn't the process;  
407 Liberty Utilities will pay a contractor directly for their portion and the remaining portion would come  
408 off the Town's bill. He commented to pay a contractor a lump sum of money the Town would need  
409 an appropriation to do so. He reiterated that the Board could make a decision to go out to bid once  
410 the application process was done; however, it looked like they would be approved based on the  
411 vendor that was set forth. Mr. Leonard voiced concern for not going through a bidding process.

412

413 Mr. Lynde stated the Selectmen would have public discussion once further information came  
414 forward. He understood there was a limited amount of money that Liberty Utilities would devote to

415 the projects within its service areas. He said if Pelham fell out of the queue there was no guarantee  
416 they could get back into it again. The Board will be faced with a quandary of weighing the total  
417 benefit to the Town and how to proceed.

418

419 **Update on Bridges**

420

421 Mr. Lynde reported he was included in a meeting approximately three weeks ago with Lisa Martin of  
422 Quantum Construction and Dan Evans Project Engineer along with Town Administrator Brian  
423 McCarthy and Planning Director Jeff Gowan to review the status of the Willow Street Bridge  
424 Program. He stated the project was on track and provided a summary of the work that had been  
425 done. Mr. Lynde commented there was a provision for a sidewalk on the bridge. He said the report  
426 was done and a public hearing regarding the flood study and bridge work, including representatives  
427 of Vanasse Hangen Brustlin, Inc., would be conducted. After which, the final report would be sent to  
428 the Department of Transportation and the Town would seek reimbursement for 80% of the  
429 engineering costs. During the meeting there was a brief discussion about Abbott Bridge. Mr. Lynde  
430 said a proposal for engineering work would be drafted and forwarded to Selectmen for review.

431

432 Mr. Leonard questioned if the Daniel Gionet Memorial Bridge (formerly Main Street Bridge) was on  
433 the list for work. Mr. Lynde replied it was a State project currently in process. He commented work  
434 on that bridge would happen before the other two bridges. He described the work that would be  
435 done.

436

437 Mr. Leonard asked if one of the bridges would include a provision for casing/channel in the event  
438 Pennichuck Water seeks to expand to Route 38 in the future. Mr. Lynde asked Mr. Leonard to put  
439 his question in written form to the Board copying the Planning Director.

440

441 **Disposition of Fund 42**

442

443 Because of the late hour, Mr. Lynde suggested having a discussion at a future meeting.

444

445 Mr. McDevitt saw information provided to the Board but was unsure if it was old or new  
446 information. Mr. Haverty was unsure of the issue being brought forward. Mr. McDevitt suggested  
447 having the Planning Director submitting a letter of recommendation.

448

449 Mr. Lynde stated the Board would discuss the item at their next meeting.

450

451 **March 2015 Revenue & Expense Review**

452

453 Mr. Lynde deferred the review until the next meeting.

454

455 **SELECTMEN REPORTS**

456

457 Mr. McDevitt provided a newspaper article to the Board that addressed a decrease of revenues  
458 generated from glass recycling, which may also affect Pelham.

459

460 Mr. Lynde told the Board he had a discussion with Transfer Station Director Stan Walczak and  
461 Highway Road Agent Don Foss regarding possibly having one person handle both departments.  
462 From that meeting, Mr. Walczak indicated he would ride with Mr. Foss around Town a couple hours  
463 per week. Mr. Viger stated the Selectmen had not made a decision regarding the departments and  
464 felt it premature for Mr. Walczak to ride with Mr. Foss. Mr. Lynde understood his direction from the

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465 last meeting was to put together a structure for the department. He indicated Mr. Walczak offered to  
466 put together a structure from his prospective of how a department would look. Without a decision by  
467 the Selectmen, Mr. Viger didn't want Mr. Walczak to be set on the job only to have the Board  
468 change courses. He didn't want to upset anyone. Mr. Lynde understood and was open to  
469 alternatives.

470

471 **ADJOURNMENT**

472

**MOTION:** (Haverty/McDevitt) To adjourn the meeting.

**VOTE:** (5-0-0) The motion carried.

473

474 The meeting was adjourned at approximately 8:57pm.

475

476

477

478

Respectfully submitted,  
Charity A. Landry  
Recording Secretary