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**APPROVED**  
**BOARD OF SELECTMEN – MEETING MINUTES**  
**September 28, 2021**

**CALL TO ORDER** – Chairman Haverty called the meeting to order at approximately 6:30 pm.

**PRESENT:** Kevin Cote, Robert Haverty, Hal Lynde, Douglas Viger, Brian McCarthy Town  
Administrator  
*\*Mr. Lynde arrived at approximately 6:35*

**ABSENT:** Jaie Bergeron

**PLEDGE OF ALLEGIANCE**

Chairman Haverty asked Town Administrator McCarthy to lead the Pledge of Allegiance.

**MINUTES REVIEW:**

**September 14, 2021**

**MOTION:** (Lynde/Cote) To approve the September 14, 2021 meeting minutes as amended.

**VOTE:** (3-0-1) The motion carried. Chairman Haverty abstained as he was absent from the meeting.

**OPEN FORUM:**

No one came forward to address the board in open forum.

**APPOINTMENTS:**

**SUSAN SNIDE/ASST. ASSESSOR: CORCORAN CONTRACT/DRAFT ELDERLY EXEMPTION WARRANT ARTICLE**

Susan Snide, assessing assistant, addressed the board regarding signing the contract with Corcoran Consulting for another five-year cyclical and reevaluation ending in 2026. She explained that Attorney Rattigan had already reviewed the contract and his comments had been incorporated into the contract, so it was up to the board to agree and sign or authorize Mr. McCarthy to sign the contract.

Mr. Viger questioned how long Corcoran had been representing the town with the assessments. Ms. Snide said since 2008 cyclical. Mr. Viger asked the board if there was any reason they should explore checking pricing and value. He noted Corcoran has been a value asset and very satisfactory but questioned whether the market should be reevaluated.

Chairman Haverty questioned what the impact would be if another agency was to be brought in. He asked if there was ramp up time and institutional knowledge. Ms. Snide explained that both of those issues would be significant. She said there is a ramp up time for getting used to the community and the nature of the community. She explained that in 2006, when Vision had come in to do the original revaluation, they had a rough time getting into homes and trying to gather a consistent knowledge of the community. Their

52 inspectors kept burning out and they kept having to switch out inspectors. She said Corcoran has a  
53 consistent team and there is a good rhythm in Ms. Snide's office working together. Ms. Snide said she has  
54 checked with other communities with regard to pricing and we are in the right ballpark, in the middle of  
55 road, not high or low. She said Corcoran has a good reputation in the state. Chairman Haverty confirmed  
56 with Ms. Snide that we have looked into this, and we are getting a good value for what we are paying.

57  
58 Mr. Cote asked if we had a contingency plan in case something happened with Corcoran or they terminated  
59 their end of the contract. Mr. Snide said we do not. She said we would have to reach out to another firm.  
60 She explained that we would have to see who is available, depending on where the town is in the process,  
61 because most firms have signed their contracts by the 1<sup>st</sup> of the year and they are emersed in their  
62 communities.

63  
64 Mr. Viger asked if this contract was a good deal for the town, all things considered. Ms. Snide said she  
65 believes so. She explained that if we wanted to explore other firms, they would have had to start a year ago  
66 and would want to start thinking about that in 2024 or 2025 if they were going to go that route in the future.

67  
68 Mr. Lynde was curious how the price compared to what we've been paying. Ms. Snide said it is right in  
69 line. She explained that she believed the first two years of the current contract were the same and then it  
70 increased the next two years. The reval. year, 2026, is a substantial amount more, but there is a substantial  
71 amount of more work.

72  
73 Chairman Haverty confirmed the board was looking for a vote to authorize Mr. McCarthy to sign the  
74 contract. Mr. McCarthy explained the signature page is for board, not for him.

75  
76 **MOTION:** (Lynde/Cote) To approve the contract with Corcoran for five years, ending in  
77 2026.

78  
79 **VOTE:** (4-0-0) The motion carried.

80  
81  
82 Ms. Snide said the next issue she wanted to bring to the board's attention is she is recommending increasing  
83 the income and asset limits for the elderly exemption. She explained that elderly exemptions are a means  
84 test and they have to qualify by some measure or level of income. This number is what the community  
85 feels it should be. She explained the analysis she has done looking at the current limits, which they are  
86 discovering are difficult for people to manage their homes at 65 and above, for single person income of  
87 \$35,000 and a \$45,000 for a married couple and assets of \$130,000. Ms. Snide explained this doesn't leave  
88 a lot of leeway for the future if they were to have major repairs needed on their homes or cars or major  
89 medical issues. She explained that with past revaluations, they had adjusted exemption limits, not the  
90 income or assets, by an average percentage of increase in values and she is recommending doing something  
91 similar this time. Ms. Snide went through the current limits for each age group. She explained that the  
92 assets exclude the primary home but include everything else that is owned including antiques, furs, etc. She  
93 explained that prior to the current revaluation, the average 2020 home value for the town's elderly was  
94 \$280,000, which with the reval. went up to approximately \$357,000. She said the 2021 values range  
95 between 20% to 37% with an overall average of 27% and she is recommending on the higher end of that to  
96 be able to capture everyone they currently have in the system and make sure the value impact of the recent  
97 revaluation doesn't put them further underwater. She explained that using the 2020 tax rate, they only  
98 exempted \$98,000 in taxes for the elderly. She is unsure of what it will be this year because the new tax  
99 rate is unknown. She explained that in her analysis she looked at the income levels for single and two  
100 person families in the Nashua region in order to see if our elderly were forced out of their homes where  
101 they could go and what type of benefits or assistance they would be able to receive and what their income  
102 would have to be. She said 60% of our median income for our area would be \$46,000 for a single person

103 and she is recommending just a little under that number. Ms. Snide further explained that in our community,  
104 it is difficult for the elderly to be able to find alternative housing without this assistance and that's why she  
105 is recommending these limits. She said these numbers have been static since 2015 and she doesn't believe  
106 we'll have 443 applicants in any given year. The town has averaged about 40 applicants every year in her  
107 15 years here.

108  
109 Mr. Viger asked if there had to be a warrant article to change this, which Ms. Snide confirmed.

110  
111 Mr. Lynde said he thought we had done a comparison with surrounding towns the last time they had done  
112 this. He asked if we could get that information. Ms. Snide said she can get it, but she has shied away from  
113 doing that. She explained that she tries to compare communities that are similar in size, median income,  
114 etc. and nobody seems to want to pay attention to that, but instead want to only look at Salem, Hudson and  
115 maybe Windham. Mr. Lynde said he understands the property values have gone up but asked if their  
116 income levels have gone up. Ms. Snide said their income doesn't go up. Mr. Lynde said he believed Ms.  
117 Snide was proposing they could have more income. Ms. Snide said it is part of her proposal, as well as  
118 raising the exemption limit.

119  
120 Chairman Haverty confirmed that this would be a warrant article for the board to evaluate.

121  
122 Mr. McCarthy asked Ms. Snide to go through the current numbers, which she did.

123  
124 Mr. McCarthy said he will add this to the draft warrant articles for the board's final review. He explained  
125 they are due to the budget committee on November 4 so the board has a couple of meetings to get it squared  
126 away.

127  
128  
129 **CONSERVATION COMMISSION APPLICANT (ALTERNATE): SCOTT BOWDEN**

130  
131 Scott Bowden, 42 Balcom Road, came forward to apply for an alternate position on the conservation  
132 commission.

133  
134 Chairman Haverty asked if he was applying for the 2- or 3-year position. Mr. Bowden said he would  
135 consider whichever they want him to go for.

136  
137 Mr. Bowden went through his experience as a member of the conservation commission in Antrim 30 plus  
138 years ago and his involvement with the New Hampshire Association of Wetland Scientists. He said he has  
139 been active in Pelham. He's a trail adopter for Peabody Town Forest. He explained that Pelham does a lot  
140 more work than Antrim did, and Pelham gest involved in a lot of details. He imagines that he would be  
141 taking some of the work load off the existing members.

142  
143 Mr. Lynde asked what Mr. Bowden meant by, "to do it right." Mr. Bowden explained that there are rules,  
144 mostly federal and some state. He said the official purpose of the commission is to determine the best use  
145 of land. He said everyone has opinions, but there are rules. It's not about feelings. It's about collecting  
146 data, evaluating, describing situations, and perhaps comparing to the rules. By do it right, he means follow  
147 the rules they are supposed to follow.

148  
149 **MOTION:** (Cote/Lynde) to appoint Scott Bowden for a three-year position of a conservation  
150 commission alternate with a term expiring in 2024.

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

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**DISCUSSION:**

**DRAFT TOWN WARRANT REVIEW**

Mr. McCarthy explained this is the draft 2022 Town Meeting, Town Warrant. He said page one is the typical verbiage and he will fill in the number of articles once that is determined.

Article 1, Mr. McCarthy said he knows there are two selectmen positions up. Dottie is getting back to him on the rest of the positions for trustees, budget committee, etc.

Articles 2 & 3, Jenn Beauregard, planning director, anticipates 2 zoning articles coming from the planning board.

Article 4 is the town budget. Those numbers are being reviewed by budget committee.

Article 5 is the New Hampshire Block Grants, what the state gives the town every year for the repair of roads and it can also be used purchase equipment for the highway department, if needed. We are waiting for that number to come in from the state.

Article 6 is compensated absence. Mr. McCarthy explained that this is the account they keep based on the DRA requiring the town to keep a certain percentage of their exposure. An example would be if they had to close tomorrow and pay everyone out, they want to have at least 50% of that number, if not more. Mr. McCarthy is looking to put \$200,000 in this year as the town has had a lot of retirements and people leave that they have been paying out of that account. Mr. McCarthy said he can get the balance and the projected future expenditure for retirements to have an idea of the liability for the next year or so.

Articles 7 & 8 are conservation. Mr. McCarthy explained these articles appeared on the warrant last year, but there was an issue with notification of abutters. Town counsel has recommended notifying everyone that needs to be notified and putting the articles back on this warrant.

Articles 9, 10 and 11 are conservation articles.

Articles 12 & 13 are forestry.

The last article will be the citizens' petition and Mr. McCarthy will add the elderly exemption article.

Mr. Viger asked if Mr. McCarthy has received feedback from department heads, for example, the forestry vehicle from the fire department and the motorcycle for police and possibly something with the seniors. Mr. McCarthy said he has received no feedback from the department heads yet, but he will remind them as he typically does.

Mr. McCarthy noted they have to be given to bud comm on November 4. The board will vote on this on October 26.

**RESTRUCTURING THE TRANSFER STATION**

Mr. McCarthy noted that Bob Long is now running the show at the transfer station with Larry's retirement, and he has been helping him along. They are in the process of getting a few trailers repaired to be ready

205 for the holiday activity. Mr. McCarthy said Mr. Long has some good ideas and has already made some  
206 small changes. Mr. McCarthy met with the full staff last week to hear any concerns, which there was  
207 nothing earthshattering. Everyone agreed to put their best foot forward, be positive and work together to  
208 get the transfer station to the level it's capable of being at.

209  
210 Chairman Haverty asked when the current contract is up. Mr. McCarthy said it is October or November of  
211 2022. Mr. McCarthy said they have to figure out how to go about the transition, whether it goes out to bid  
212 or the town decides to do its own trash runs. Doing our own trash runs will have an initial cost outlay to  
213 purchase a tractor. They would pay for employees to get their CDLA and once the trailers were full, the  
214 employees could make trash runs. Mr. McCarthy said he has been unable to get new numbers while we are  
215 under contract. The consultant Mr. McCarthy has spoken to suggested putting together an RFP detailing  
216 how we want to do it, which is up to the board, and put the RFP out to get numbers. Mr. McCarthy said he  
217 believes it is safe to say the cost will go up significantly when the contract up. They are in the process of  
218 getting the can separator and shuffling resources to try to make it cost effective and maybe generate a little  
219 more revenue. He said it's something to start thinking about now.

220  
221 Chairman Haverty said his thought was if we are looking to do it differently and need to purchase some  
222 sort of equipment or something to support the operation, we only have one town meeting before and the  
223 warrant articles are due two meetings from now.

224  
225 Mr. Cote said if we are looking to buy a tractor, we don't have to do at this warrant article. He explained  
226 we can sign the contract and then hire contractors to run private truckers to run the trash for the couple  
227 months.

228  
229 Mr. McCarthy said private truckers could also be an option. He said with guidance from the NNRA and  
230 Bob Long, who has institutional knowledge, we have a lot of options. He understands the concern, but  
231 thinks we have time to make a reasonable change, if that was the decision. He explained they may not  
232 make any changes and put it out to bid.

233  
234  
235 Mr. Lynde asked to go back to the town warrant. He said he doesn't understand article 12. He asked what  
236 they are spending the money on. Mr. McCarthy said that is a question for the forestry committee and he  
237 doesn't have answer. He said he can find out. It was also mentioned that Jaie Bergeron might have had a  
238 better idea, as he is the rep to forestry.

239  
240 **SELECTMEN/TOWN ADMINSTRATOR REPORTS**

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242  
243 **Mr. Lynde** nothing to report.

244  
245 **Mr. Viger** said the Spirit Committee had a car show on the Village Green over the weekend. It was very  
246 well attended. The music was excellent. The committee continues to bring attractions to the Village Green.

247  
248 **Mr. Cote** nothing to report.

249  
250 **Mr. McCarthy** said they need to move 11/9 BOS meeting to 11/16 to accommodate the Festival of Trees  
251 staff. Mr. McCarthy noted they would have meetings on November 9 and 16, instead of November 23. He  
252 said the facilities manager position posted today, as Mark Carter is retiring the end of the month. They  
253 have 5 interviews tomorrow for the building plumbing inspector and they have had 1 already. Consultants  
254 from MRI will be there Thursday to do the interviews. Mr. McCarthy said he attended the groundbreaking

255 for Memorial School on Saturday, and it was a nice ceremony. The district is excited for the school  
256 renovation to be underway, and it should be completed in a couple of years.

257  
258

259 **Chairman Haverty** reported that budget committee is going on very smooth and everything seems  
260 generally well received. This finishes budgets for the town side and then school and warrant will come  
261 after that. He said had an opportunity last week to observe the Pelham Police Department in their annual  
262 qualifications for standard and low light firearms and pistols. He noted they are qualifying in the darkness.  
263 He said the level and vigor of training, the instructions the officers were given and their dedication to the  
264 training is something to be proud of. Chairman Haverty believes this is something that sets Pelham's Police  
265 Department apart from a lot of other departments. He is thankful to department for hosting him.

266

267 **Charlene Takesian** came forward to clarify that the Festival of Trees would be in the hall on November  
268 23, not November 9 so the November 23 meeting is the one that needs to be rescheduled. It was confirmed  
269 the meetings would be held on November 9 and November 16, instead of November 23.

270

271 **REQUEST FOR NON-PUBLIC SESSION**

272

273

274 **MOTION:** (Cote/Lynde) Request for a non-public session per RSA 91-A:3, II, a&e  
275 (personnel).

276

277 **ROLL CALL VOTE:**

278

Mr. Lynde – yes

279

Mr. Cote – yes

280

Mr. Viger – yes

281

Mr. Haverty - yes

282

283

(4-0-0) The motion carried.

284

285 It was noted that when the Board returned, after the non-public session, the Board would not take any other  
286 action publicly, except to seal the minutes of the non-public session and to adjourn the meeting. The Board  
287 entered a non-public session at approximately 7:25 pm.

288

289 **ADJOURNMENT**

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Respectfully submitted,  
Jill Atkinson  
Recording Secretary