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**APPROVED**  
**BOARD OF SELECTMEN – MEETING MINUTES**  
**November 16, 2021**

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

**PRESENT:** Jaie Bergeron, Kevin Cote, Robert Haverty, Hal Lynde, Doug Viger, Brian McCarthy  
Town Administrator

**PLEDGE OF ALLEGIANCE**

**MINUTES REVIEW:**

**November 9, 2021**

**MOTION:** (Lynde/Cote) To approve the November 9, 2021 meeting minutes as amended.

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

**OPEN FORUM:**

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

**APPOINTMENTS:**

**BOARD OF SELECTMEN VOTE: Regarding a proposal to acquire the following: Approximately 11 acres of a 13.6-acre parcel. The lot is defined as Map 30 Lot 11-100, 71 Dutton Road. Property to be acquired for use as conservation land.**

Chairman Haverty noted that there had been two public hearings on this and at each of the public hearings, Mr. Gagnon had explained the parcel.

Mr. Cote asked to confirm whether this was an acquisition or purchase. Chairman Haverty said it was a purchase. Paul Gagnon, conservation commission, explained it is a fee simple purchase, open to the public. It is not a conservation easement, and we will own the land.

Chairman Haverty asked Mr. Gagnon to remind him of the cost. Mr. Gagnon said it was \$80,000. Mr. Gagnon said this purchase will close in 2022. The funds will come from the \$1.5 million bond approved in 2018. He explained they are spending \$1 million this year, leaving a half million dollars. Chairman Haverty confirmed the \$80,000 will come from the bond. Mr. Gagnon said that is correct, unless funds came into the land use change tax account. He said that money is always spent first, but there is currently enough money in that account to cover this purchase.

**MOTION:** (Cote/Lynde) for \$80,000 to purchase the defined lot.

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

**ZACK FENTROSS: 2020 AUDIT REVIEW**

52  
53  
54 Zack Fentross, audit manager in charge of the town's calendar year 2020 audit, came forward with Scott  
55 McIntyre, the engagement principal on the town's audit.

56  
57 Mr. McIntyre said he had asked Mr. Fentross to come as their firm has had a few transitions and the town's  
58 audit has been rotated to his leadership with Mr. Fentross' assistance. He said that Mr. Fentross will walk  
59 through the financial statements and a few recommendations for the town.

60  
61 Mr. Fentross said he would be going through the financial statements, highlighting account balances or  
62 changes from calendar year '19 to '20. He explained the takeaway from this should be that the town is in  
63 a good financial position and saw positive turn backs on the budget versus actual and has a good unassigned  
64 fund balance. Mr. Fentross said the town has received a clean opinion, no exceptions, and this is the best  
65 opinion you can receive from an independent auditing firm. This is the same opinion the town has received  
66 in prior audits.

67  
68 He explained that the management discussion and analysis was a narrative summary of the town's results  
69 of operation and discusses major financial areas.

70  
71 Mr. Fentross explained that in the statement of net position, all the town's funds are consolidated into one  
72 column. He highlighted the bonds and loans payable net of current portion, which had a \$415,000 decrease  
73 from the prior year, and explained this is due to the principal payments made in calendar year '20 on the  
74 corresponding bonds. Mr. Fentross explained that a good financial indicator is when a town will have 70  
75 to 75% of their debt that will be paid off in 10 years. Currently, the town will be paying off 100% of its  
76 debit in 6 years, which will be viewed favorably by the users of the financial statements and is a good  
77 financial position for the town.

78  
79 Mr. Fentross then highlighted the net pension liability, which had approximately a \$4.7 million increase  
80 from the prior year. He explained this is the town's portion of the unfunded liability for the NH Retirement  
81 System. He noted that this was measured as of June 30, 2020, not as of December 31, 2020 as with the rest  
82 of the financial statements. Mr. Fentross said there were two reasons for the liability increase. The first  
83 reason is the NH retirement system made changes in their assumptions and decreased the discount rate of  
84 the assumption from 7.25 to 6.75 leading to approximately a \$2.2 million increase in the liability shown in  
85 the town's financial statements. The second reason is the investment results came in a little less than  
86 anticipated, which was primarily due to COVID impacts as of June 30, 2020. This led to approximately a  
87 \$1.6 million increase in the liability.

88  
89 Mr. Fentross explained the page showing the government funds balance sheet, which is a short-term focus  
90 of the town's financial position. This won't show the long-term assets and liabilities as it us a short-term  
91 view. He highlighted the general fund column and explained it was a consolidation of the town's general  
92 fund plus capital reserve funds in one column. He highlighted the unassigned fund balance of \$5,427,000  
93 and said it was one of the more important figures in the financial statements. Mr. Fentross said the DRA  
94 likes to see this at 5-10% and the NH Government Finance Office Association likes to see it at between 8-  
95 16% of the town's total budget. As of December 31, 2020, the town's percentage was at 12.5, which is a  
96 strong balance for the town to have. This balance was relatively unchanged from the prior year. He  
97 explained that comparing the town's final budget to the actual amounts, the total revenues had a favorable  
98 variance of \$1,187,000, the amount of revenues that came in greater than what was anticipated, and total  
99 expenditures had a favorable variance \$1,467,000, the amount of expenditures that were less than was  
100 anticipated. Mr. Fentross noted that the town had favorable turn backs of \$2.6-2.7 million, which could be  
101 thought of as beating the budget and increasing the unassigned fund balance. In the 2020 calendar year,

102 the town used \$2.6 million of the unassigned fund balance and had turn backs of about \$2.6 million leaving  
103 the balance relatively unchanged from the prior year.

104

105 Mr. Fentross noted the due to custodial funds balance of \$12,123,000. It was explained that this used to be  
106 identified as due to the school district but because of the implementation of the Governmental Accounting  
107 Standards Board #84 it is now shown as due to custodial funds balance and was not unique to the town of  
108 Pelham but for every municipality across America and the standard has had a significant impact to  
109 communities across New Hampshire. Mr. McIntyre explained that this standard had a significant impact  
110 in New Hampshire mostly because of the way taxes are billed and collected on behalf of school districts  
111 and the counties. This is not the town's revenue. It is just being held in a custodial capacity until it is  
112 passed along to them during disbursement. He said the due to custodial funds balance was comparable to  
113 the as due to school districts on last year's sheet. It didn't change the general fund balance, just the  
114 description of the liability from due to school districts to due to custodial funds. He explained this as seeing  
115 the receipts and disbursements from what the town has always collected on behalf of school district and  
116 passed on, but never showed up before, just like motor vehicle registrations have a state fee collected on  
117 behalf of the state. This shows the town has collected about \$30 million in taxes and fees on behalf of other  
118 entities. The town doesn't control the revenue or what it can be spent on, and dispersed about \$30 million  
119 to those entities, the school district, the county and the state of New Hampshire. Custodial funds are monies  
120 being held in the town's custody on behalf of the other entities. It has always gone on but was never shown  
121 in an operating or income statement before. The inflows and outflows of the dollars were never shown. It  
122 now essentially doubles the size of the receipts in the community.

123

124 Mr. Fentross explained the firm also looks at the town's internal controls to assure the assets are  
125 appropriately safeguarded. They would make recommendations in the management letter if they saw any  
126 areas of improvement. They found no material weakness or significant deficiencies in the December 31,  
127 2020 audit. He went over the status of prior year recommendations, which were mostly resolved in the  
128 2020 calendar year. The current year recommendations are to improve oversight of the intersection control  
129 devices project and the creation of one capital project fund for all activity related to the project. He  
130 explained they are now prohibited from assisting the town with the estimation of the post-employment  
131 benefits liability and they are recommending the town have an actuarial valuation performed to determine  
132 that liability. He also gave an FYI to prepare for the Governmental Accounting Boards Statement #87,  
133 which will be implanted in the calendar year 2021 audit, in relation to the leases. Mr. Fentross said they'll  
134 be assisting the town with this as they have down with previous Governmental Accounting Board  
135 Statements.

136

137 Mr. Fentross thanked Deb and Brian and their team. He explained that Deb had a very quick turn around  
138 and was ready for the audit. Mr. Fentross said that Deb is a fantastic asset to the town.

139

140 Mr. Lynde said he was still trying to understand the \$12 million and what a custodial fund was. Mr.  
141 McIntyre explained it is an accounting entity utilized to account for resources that are collected but don't  
142 belong to and aren't controlled by the town of Pelham. This is in relation to the school district part of the  
143 taxes and the state portion of motor vehicle fees. He explained the town is acting as an agent on behalf of  
144 the school district and the state to collect the monies and then hand them over to the other entities.

145

146 Mr. Lynde explained the BOS sets the tax rate and when it comes in, pays on a monthly or biweekly basis  
147 to the schools and at the end of the year, they are paid every cent that was voted for. At the end of the year,  
148 there should be a surplus, which all goes into a fund balance that the selectmen have control of. This is  
149 used sometimes to pay for something, but they always use a portion to pay for taxes. He asked if that has  
150 any bearing on the custodial funds. Mr. McIntyre said they are mutually exclusive. The fund balance is  
151 used to do a project or affect the tax rate. The receipt and disbursement of monies that go to the school  
152 district or the county are shown separately. The \$12 million is the due to custodial funds were described

153 as essentially a pooled cash system. The town doesn't separate the school, county or state portions into  
154 separate bank account. Accounting wise, that's not town's revenue so the school piece is shown as a  
155 liability. The fund balance is mutually exclusive of anything to do with the schools.

156

157 Mr. Lynde said he assumes the town is in really good shape. Mr. Fentross said the takeaway should be that  
158 the town is in a good financial position.

159

160 There were no other comments or questions from the board.

161

162 Chairman Haverty told Mr. Fentross and Mr. McIntyre the board appreciates their help and guidance.

163

164

165 **JOSEPH MAYNARD/BENCHMARK ENGINEERING: REQUEST FOR THE BOS TO APPROVE**  
166 **A TURN AROUND ON SPRINGDALE DRIVE**

167

168 Mr. McCarthy explained they looking to get a building permit approved on a private road and state statutes  
169 state that if someone wants to build a house on a private road, the permit has to be approved by the BOS.  
170 As part of the approval process, it gets approved by the planning department and the highway safety  
171 committee to ensure it meets the town's requirements. During this process, Chief Midgley wanted a larger  
172 turn around for the firetrucks to get down and be able to turn around and come back and Mr. Maynard  
173 accomplished it to the chief's satisfaction. Mr. McCarthy said there was lots of info in the packet to show  
174 the history of the project. They are now looking for the board to authorize a building permit to be approved  
175 for the house. Mr. Maynard said this was for map 23, lot 352 Springdale.

176

177 Chairman Haverty confirmed the end result was for the board to vote to approve the building permit of this  
178 lot.

179

180 Joe Maynard, Benchmark Engineering, reiterated that building permits on a private road need approval  
181 from the BOS and comes into play a lot of the time for small lots around the ponds. He explained this is a  
182 1-acre lot, which came out of a larger tract of land that his client's family owns. He gave details that the  
183 turnaround will not be on this lot, but another lot owned by the client's family, which is property that  
184 surrounds this lot.

185

186 Mr. Cote confirmed this was the property that they had talked about moving the rocks back. He said he  
187 thought that was the only condition. Mr. Maynard explained when came through planning board for a  
188 variance on the lots, a turnaround had been proposed and it has been lingering through the process. They  
189 are now looking for a building permit and that is why the BOS is seeing the turnaround now.

190

191 Chairman Haverty asked Mr. McCarthy if this was the only remaining item of note on this, which Mr.  
192 McCarthy confirmed.

193

194 **MOTION:** (Cote/Bergeron) to issue the building permit for map 23, lot 11-352.

195

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

197

198

199 **YVONNE LAGARD/COA: REVIEW OF THE SENIOR NEEDS ASSESSMENT FROM THE**  
200 **NRPC**

201

202 Ms. Lagard started by telling the board the Hobbs Community center would like to install programable  
203 thermostats. They got a quote from DEM for four digital, online thermostats, which included the purchase

204 and installation. The Council on Aging will be denoting the funds to purchase and install. They need  
205 approval from the BOS for \$1,236 to have DEM install and purchase programmable thermostats.

206  
207 Chairman Haverly confirmed with Mr. McCarthy the board has to vote on the acceptance of a donation.

208  
209 **MOTION:** (Cote/Bergeron) to accept the donation of \$1236 for the purchase and installation  
210 of programmable thermostats at the senior center.

211  
212 **VOTE:** (5-0-0) The motion carried.

213  
214 Ms. Lagard explained there was a senior need survey assessment conducted by the Nashua Regional  
215 Planning Commission. She gave the board a copy and a summary showing the pros and cons of living in  
216 Pelham and the recommendations.

217  
218 She said her purpose was to give an overview of the results of the senior needs assessment. She said New  
219 Hampshire has the 2<sup>nd</sup> oldest average population in the nation, due to an aging population that is living  
220 longer and low birth rates. Pelham's 10.27% growth rate from 2010 to 2020 exceeded the region's overall  
221 growth rate of 5.72%. The overall population of residents of 60 plus is projected to increase by 880 people  
222 from 2020 to 2030, a 31% increase in older adults in the community. The population of 80-84 will increase  
223 92% and the population of 85 plus will increase 101%. The projected increase 561 residents age 80 plus is  
224 going to have significant impact on the need for programs and services for older adults in the town. Pelham  
225 needs to take the data into consideration when developing the 2022 master plan. Ms. Lagard said the  
226 Pelham Council on Aging employed the Nashua Regional Planning Commission to conduct an assessment  
227 of the needs of older adults in the community and her purpose is to summarize the results, which includes  
228 residents surveys, focus group discussion and other research. Pelham is viewed as a favorable place to age  
229 in. It offers an impressive range of programs serving older adults for a community of its size. The programs  
230 and services will be challenged by the significant increase in the older population during the next 10 years.  
231 There are several gaps in services and additional needs that should be addressed for the town to become  
232 "age friendly." Hobbs Community Center is viewed as an asset, far superior to programs offered in adjacent  
233 towns. It is heavy used with limited capacity to support expanded programming. A space needs study needs  
234 to be taken for future needs and expansion planning. There should be consideration given to offer programs  
235 at other sites in town such as the library, parks, churches, etc. This would have the dual benefit in reducing  
236 the demand for spacing at the community center while integrating more activities for older adults. 90% of  
237 those surveyed drive their own vehicles and don't anticipate they will stop driving in the next 10 years.  
238 Many are comfortable driving during the day but not after dark. Road improvements should include  
239 repaving, incorporating fog lines to better define travel lanes, and clearly visible signs and lighting. People  
240 who don't drive have access to the community center handicap van. This runs Monday through Friday,  
241 9:00 to 3:00. However, a lot of folks don't want to go out between 9:00 and 3:00 so the bus should include  
242 some weekends and evening hours. The service should be expanded to include destinations outside of  
243 Pelham. State and federal grants should be explored to assist with the funding of expanded service. Uber  
244 and Lyft should be investigated as well as programs to help subsidize the cost of Uber and Lyft. 70% of  
245 the older adults surveyed live in their own homes and believe they can age in place. One out of three adults  
246 in New Hampshire will become a family care giver. There is the need to provide greater assistance to older  
247 adults and their caregivers to access in home services and other services, including home maintenance  
248 connections and improvement contractors, so older adults can be allowed to remain in their homes as they  
249 age. The town should consider the hiring of a professional social worker to assist older adults in accessing  
250 services needed to maintain their health and wellbeing and reduce the demands on caregivers. This will  
251 come with a cost. However, there are 60% more town residents aged 60 or older than children in school  
252 district, even though far fewer resources are expended for these older adults. There are 5 age friendly, age  
253 restricted residential communities for those with sufficient resources. There are only 2 affordable or  
254 subsidized senior housing developments totaling 98 rental units, of which 27 are accessible. There are no

255 assisted living or nursing homes in Pelham, but they are available in neighboring communities. The cost  
256 of living high in town is viewed as high by many of those surveyed. The perception is there is a lack of  
257 affordable, older, adult friendly housing alternatives available. There is a high rate of home ownership in  
258 a relatively high income level, local demand is unclear for subsidized, senior housing. It is recommended  
259 by the NRPC that a study is conducted to determine if additional affordable or subsidized rental housing is  
260 needed for the older, adult residents. If needed, documented and justifiable, it may be pertinent to offer  
261 incentives to increase the supply of this type of housing. Many of the town's older adults are healthy and  
262 ambulatory. They wish to walk for exercise and recreation. There is a strong core of sidewalks in the heart  
263 of town that are ADA compliant with crosswalks. Pelham's subsidized, senior housing developments could  
264 be linked by a sidewalk network to the Hobbs Community Center, town hall and several other facilities  
265 serving the older adults with a few strategic extensions. There are federal grants available to assist with  
266 sidewalk improvements. There is a robust park system and expansive conservation lands that include a  
267 network of trail in town. The survey results show they are underutilized by older adults. Efforts should be  
268 made to increase awareness of the resources. NRPC's recommendation is to expand programming for older  
269 adults to take greater advantage of the resources and to consider handicapped accessibility to the extent it  
270 is practical.

271  
272 Becoming an age friendly community will require more than addressing specific needs. It will require  
273 incorporating the needs of older adults in all aspects of planning improvements in town. The emphasis  
274 should be on addressing access to healthcare, transportation, housing, social engagement, parks and public  
275 buildings to benefit the rapidly growing adult population in town. Ms. Lagard said she hopes the 2022  
276 master plan subcommittee will consider the recommendations when developing the town's new master  
277 plan.

278  
279 Mr. Lynde said he picked up on one of the last comments and he thought it was a good one. He feels rather  
280 than having condos, we need to have buildings for the elderly. He believes the type of things in the center  
281 of town have worked well and he would be supportive of that as they are more affordable versus \$300,000,  
282 \$400,000, \$500,000 homes.

283  
284 Ms. Lagard said the survey was pretty clear in saying the housing needs are unclear. One thing was clear  
285 that many who live in the age friendly communities were not original town residents. The Council on  
286 Aging's concern is with afford housing for people who live in town, not attracting more from outside the  
287 town

288  
289 Mr. Lynde said he believed the people who are running those are obligated by who the funding comes from,  
290 and they have to do it that way. He said he is thinking we could replicate that type of building without  
291 doing that. Ms. Lagard said they will have to share that thought with the master plan committee.

292  
293 There were no further questions or comments from the board.

294  
295 **DISCUSSION:**

296  
297 **PLANNING DEPARTMENT FEE SCHEDULE REVIEW**

298  
299 Mr. Cote explained he had resident approach him in regard to the town's fee structure and was shocked at  
300 how low the town's fees were. Mr. Cote said he thinks it's a good thing the town's fees are low. However,  
301 as they are looking to hire full time building inspector and there are other costs associated with planning  
302 department, to be in line with other towns, Jenn Beauregard, planning director, sent what the town might  
303 think of increasing the fees to in order to be in line with other towns.

304  
305

### Proposed Planning Department Fee Revisions

306  
307

<b>SIGNS</b>	<b>Now</b>	<b>Proposal</b>
Up to 25 sq. ft.	\$20.00	\$20.00 (no change)
Up to 50 sq. ft.	\$35.00	\$35.00 (no change)
Over 50 sq. ft.	\$1.00 sq. ft.	\$1.00 sq. ft. (no change)
Temporary Sign	\$20.00	\$20.00 (no change)

308

<b>BUILDING PERMIT FEES</b>	<b>Now</b>	<b>Proposal</b>
New Construction, Additions; 1 <sup>st</sup> and 2 <sup>nd</sup> floor	\$.20 per sq. ft.	\$.25 per sq. ft.
3 <sup>rd</sup> floor and above	\$.15 per sq. ft.	\$.20 per sq. ft.
Garages/unfinished areas (ex. attached)	\$.15 per sq. ft.	\$.20 per sq. ft.
Sheds	\$25.00	\$.20 per sq. ft.
Decks, Chimneys, Retaining Walls	\$25.00	\$30.00
Alterations	\$50.00	\$50.00 (no change)
Above Ground Pool	\$25.00	\$30.00
In-Ground Pool	\$25.00	\$50.00
Well	\$25.00	\$50.00
Conversions (Seasonal to Year- Round)	\$25.00	\$50.00
Demolition	\$25.00	\$50.00
Foundation Only	\$25.00	\$50.00
Foundation w/ Rebar	\$75.00	\$150.00
Stop Work Order	\$25.00 per day	\$50.00 per day

309

<b>COMMERCIAL/INDUSTRIAL</b>	<b>Now</b>	<b>Proposal</b>
New Construction & Additions	\$.35 per sq. ft.	\$.35 per sq. ft. (no change)
Area over 10' in height on single floor	\$.15 per sq. ft.	\$.15 per sq. ft. (no change)
3rd Floor and above	\$.15 per sq. ft.	\$.15 per sq. ft. (no change)

310

<b>OTHER</b>	<b>Now</b>	<b>Proposal</b>
Minimum Fee (for all permits)		
Residential	\$25.00	\$25.00 (no change)
Commercial	\$100.00	\$150.00
Re-Inspection Fee	\$50.00	\$50.00 (no change)

311

312

313

Chairman Haverty confirmed everyone had an opportunity to review the proposed changes.

314

315

316

317

318

Mr. Bergeron asked if Mr. Cote felt the planning board is happy with the increases. Mr. Cote explained it isn't a planning board discussion. It's the planning department. He said it was a member of the planning board that brought this to his attention.

319

320

321

322

323

Mr. Bergeron said Mr. Cote mentioned at last week's meeting that it might not be enough. He asked whether Mr. Cote is happy with proposed fees. Mr. Cote said his opinion is that Ms. Beauregard did a good job with presenting the other towns' fees and he would take her guidance on this. Mr. Bergeron said it looks good to him. It's a start and we have to start somewhere.

324 **MOTION:** (Cote/Lynde) to approve the new planning department fee schedule as  
325 recommended by the interim planning director.  
326

327 **VOTE:** (5-0-0) The motion carried.  
328

329  
330 **REDESIGNATION OF CLASS VI ROADS**  
331

332 Mr. McCarthy explained that this goes back to Deb Waters email regarding issues going on with some of  
333 the conservation properties. There is a lot of traffic on the old class VI roads, and they branch off of these  
334 roads onto conservation property and are causing a lot of damage. The question that has come up in  
335 discussions is what are some ideas to reduce vehicle traffic and protect the conservation areas. One idea  
336 was to consider reclassifying some of the class VI roads to an emergency fire lane. Right now, because  
337 they are Class VI roads, a gate can be put across them, but it cannot be locked. People have to be able to  
338 open the gate and get through. With reclassification to emergency ways, a gate system with locks can be  
339 put up and controlled by the conservation commission and fire department. Doing this will reduce OHRV  
340 traffic in the conservation areas. Mr. McCarthy said he believed this would not be done to all class VI  
341 roads. He asked Paul Gagnon, conservation commission, to identify the roads and give more information  
342 on the damage.  
343

344 Mr. Gagnon agreed that this needs to be taken slowly as there is learning to be done here. He said Attorney  
345 Rattigan has sent some RSAs. Mr. Gagnon thinks this needs to be worked offline as a subcommittee. He  
346 said he has worked with the fire chief and the police chief. They will be putting up a couple of gates. The  
347 off-road vehicles are wreaking havoc to the hiking trails. He explained that the forestry committee is  
348 meeting Monday and he believes they will be approving 2 gates, one where the trails meeting Spaulding  
349 Hill Road and one where they meet Tower Hill Road. They are trying to fix the problem in the short term.  
350 Mr. Gagnon believes what Mr. McCarthy spoke of would be a great long-term fix but thinks there needs to  
351 be a subcommittee to study it and Attorney Rattigan's input to make sure it is fully understood. He said  
352 approval is needed from abutters if the roads are going to be closed. There are not many abutters as most  
353 of the land is town owned but Mr. Gagnon said he can think of 3 abutters if the class VI section of Spaulding  
354 Hill Road and Tower Hill Road were to be closed. Time is needed to get abutter input and to make sure  
355 Attorney Rattigan agrees the strategy is right and to make sure police and fire are in agreement. Rather  
356 than waiting, they are going to get the two gates installed and will tell the company that the gates may be  
357 relocated at a later date so the installation could be worked with that in mind. Mr. Gagnon explained this  
358 was all started by the fire that burnt 33 acres. He said he had discussed with Chief Roark today that there's  
359 no ordinance in town that says you can't do target practice on town land. There are signs that saying hunting  
360 is allowed but discharge of firearms isn't allowed. However, Chief Roark told Mr. Gagnon that there's no  
361 ordinance to back it so they can't fine or arrest someone for shooting on town land. Chief Roark is  
362 investigating what other towns have in the way of ordinances and will probably be coming to the board to  
363 have an ordinance put in place regarding target practice on town land. Mr. Gagnon explained there are 3  
364 things going on in parallel, trying to put gates up for the short term, Chief Roark working an ordinance, and  
365 the need to address the class VI roads. Shutting them down would help with the off-road vehicles and still  
366 give fire and police access. This would allow for repairs as they wouldn't constantly be damaged by off  
367 road vehicles.  
368

369 Chairman Haverty mentioned he believed gates were tried in the past and they were ripped off, which Mr.  
370 Gagnon said was correct. Chairman Haverty asked why this was being tried again. Mr. Gagnon said Chief  
371 Roark is looking into a GPS triggered camera. Mr. Gagnon said it will probably get triggered a lot by those  
372 walking the trails. Chief Roark wants to be able to see what is going on and be able to send officers out to  
373 arrest a person if they were destroying the gate before having to wait to pull trail camera footage off of a  
374 card.



375  
376 Chairman Haverty confirmed there are additional steps being made for enforcement. He asked if there was  
377 an education effort that should be done to define class VI roads versus private trails. Mr. Gagnon explained  
378 that Charlie Gale and the forestry committee are working to come up with signage for the gates to  
379 differentiate the trails from class VI roads.

380  
381 Chairman Haverty went back to the shooting issue and saying it's legal for someone to hunt on town  
382 property. Mr. Gagnon said that is legal, even though it's under discharge of firearms. However, the forest  
383 fires wouldn't have been started with hunting guns. There are no high-powered rifles allowed for hunting.  
384 There were a few comments on what part of the state this wasn't allowed south of.

385  
386 Chairman Haverty asked Mr. Gagnon if this forest fire was started as a result of shooting. Mr. Gagnon said  
387 it definitely was. There was discussion of what they were shooting at. He said the chief believes it was the  
388 hot shells coming out of the gun dropping on some dry leaves. He said they tried to put out with a couple  
389 bottles of water. There was no cell service and by the time they got the cell service the fire was pretty well  
390 started. It was mentioned this fire was in April.

391  
392 Mr. Cote asked if they were thinking of putting gates up for the class VI roads. Mr. Gagnon said it was just  
393 at the trails. Mr. Cote confirmed the class VI roads will still be open. Mr. Cote said with the talk of  
394 discontinuing class VI roads, most of the land is owned by town but there are a couple of land locked pieces.  
395 If discontinued, the owners would have rights and easements. He asked about the New England Forestry  
396 Foundation. Mr. Gagnon said they were a land trust, and they do timber harvesting. He said the town owns  
397 a little piece of land in the middle of their land and they need to get permission from the town to timber  
398 harvest the town's piece. He said the fire department did have to go through their land and part of their  
399 land burned in the fire. Mr. Gagnon said they are not talking about making the roads impassable. They are  
400 talking about leaving them as fire lanes and closing them to public access. The roads will still be there.  
401 They would be allowed through the gates to do a timber harvest or their required annual walks. Mr. Gagnon  
402 said this won't be solved in one meeting. It will take some work to figure out the class VI roads. He thinks  
403 the gates, signage and trail camera might be able to be done pretty quickly though.

404  
405 Chairman Haverty confirmed he is seeing 3 distinct parts. One is the gates, signs and cameras. The second  
406 is the ordinance with regards to shooting. The third is the class VI roads and the implications of changing  
407 them into a fire lane and how they could be gated. Mr. Gagnon confirmed this is correct.

408  
409 There were no other questions or comments from the board.

410  
411 Mr. McCarthy said he believes this is going in the right direction. They will start putting people together  
412 and report back to the board.

#### 413 414 **SELECTMEN/TOWN ADMINSTRATOR REPORTS**

415  
416 **Mr. McCarthy** said the CARES Act has come out with more federal money available to communities in  
417 the form of assisting senior centers with expanding space. He has applied for that grant and is waiting to  
418 hear back. If the town is awarded money from this grant, it could be used to help offset improvements  
419 being made to the senior center. He also noted that he and Vice Chair Viger met with Senator Morse about  
420 the water line proposal. He has been given a copy of all of the applications and requested info and Mr.  
421 McCarthy is waiting to hear back from him on the status of that project.

422  
423 **Mr. Cote** said he briefly attended the conservation commission meeting and has reached out to them to be  
424 part of the upcoming master plan process as their goal of trying to conserve 25% of the town's land is  
425 valuable. He noted they have decided to go with Resilience Planning for the master plan and will be looking

426 for volunteers. The process will start after the town elections as it is in the budget and the budget has to  
427 pass. Sam Thomas, planning board, will be the chairman of the committee. This should be approximately  
428 a 14-month process. If anyone is interested in volunteering, they can reach out to Sam Thomas or Mr. Cote.  
429 The more volunteers the better.

430  
431 **Mr. Viger** no report.

432  
433 **Mr. Lynde** no report.

434  
435 **Mr. Bergeron** no report.

436  
437 **Chairman Haverty** no report.

438  
439  
440 **REQUEST FOR NON-PUBLIC SESSION**

441  
442 **MOTION:** (Viger/Lynde) Request for a non-public session per RSA 91-A:3, II, (A)

443  
444 **ROLL CALL VOTE:**

445 Mr. Bergeron - yes  
446 Mr. Lynde – yes  
447 Mr. Cote- yes  
448 Mr. Viger - yes  
449 Mr. Haverty - yes

450  
451 (5-0-0) The motion carried.

452  
453 It was noted that when the Board returned, after the non-public session, the Board would not take any other  
454 action publicly, except to seal the minutes of the non-public session and to adjourn the meeting. The Board  
455 entered a non-public session at approximately 7:40 pm.

456  
457 **ADJOURNMENT**

458  
459  
460 Respectfully submitted,  
461 Jill Atkinson  
462 Recording Secretary  
463  
464