

1
2
3 **APPROVED**
4 **TOWN OF PELHAM**
5 **BOARD OF SELECTMEN—MEETING MINUTES**
6 **May 24, 2022**

7 **CALL TO ORDER**—Chairman Corbett called the meeting to order at approximately 6:30 pm

8 **PRESENT:** Heather Corbett, Jaie Bergeron, Kevin Cote, Charlene Takesian, Jason Croteau,
9 Interim Town Administrator Joseph Roark

10
11 **ABSENT:** None

12
13
14 **PLEDGE OF ALLEGIANCE**

15
16
17 **MINUTES REVIEW**

18
19 **May 10, 2022**

20 **MOTION:** (Cote/Croteau) To approve the May 10, 2022, meeting minutes as amended.

21
22 **VOTE:** (5-0-0) The motion carried.

23
24
25 **OPEN FORUM**

26
27 No one from the Public came forward for open forum.

28
29
30 **DISCUSSION**

31
32 **Final Review of the Board of Selectmen Bylaws**

33
34
35 **MOTION:** (Bergeron/Takesian) To accept the Board of Selectmen bylaws for the Town of Pelham,
New Hampshire.

36
37 **VOTE:** (4-0-1) The motion carried.

38
39 **APPOINTMENTS**

40 **Ryan Koes, Eagle Scout: Dugout Roof Project**

41 Mr. Brian Johnson, the Parks and Recreation Director, came forward to address the Board in place of Mr.
42 Ryan Koes as he was not in attendance at the meeting. Mr. Johnson informed that Mr. Koes reached out to
43 Parks and Rec. looking to complete his Eagle Scout project. He explained that Parks and Rec. had started
44 to develop the back field at Muldoon Park several years ago and that they need to add roofs to the dugouts
45 to allow children protection from the weather. He informed that Mr. Koes would be using wood for the
46 project. He further explained that Mr. Koes had already met with the Building Inspector to get approvals
47 for the design and that the building permit had been approved. He believed this would significantly improve
48 the field, as it gets used frequently.

49
50 Mr. Croteau asked Mr. Johnson if he was able to contact a contractor about the doors. Mr. Johnson informed
51 that he was awaiting the quote from the contractor.

52
53 Mr. Johnson informed that he had ordered 20 “No Dogs in the Field” signs, as animal waste being left on
54 the fields has become a significant issue. Chairman Corbett reminded that Pelham has a Zero Wastewater
55 pledge and encouraged residents to clean up after their animals.

56
57 Mr. Cote asked about the status of the Summer Camp. Mr. Johnson informed that the camp would be only
58 open to Pelham residents this year. Mr. Johnson added that 300 children were already signed up, noting
59 that he was excited that the numbers for the program are growing. He stated that they have seven lifeguards
60 on staff and were looking for additional camp counselors.

61
62 Mr. Cote asked Mr. Johnson about the status of beach Passes for the Town. Mr. Johnson stated that around
63 250 Beach Passes had been purchased so far. He informed that the highest count of residents on the beach
64 at once last year was 55 people, noting that the average number of residents on the beach at one time is
65 around 30 people.

66
67

68 **Interviews/Appointments for Conservation Commission Candidates**

69
70 Ms. Christine Kamal of 3 Rene Lane came forward to interview for the alternate position on the
71 Conservation Commission. She informed that she has been utilizing the trail systems over her 20 years of
72 residency in Town. She explained that she is very fond of hiking the trails, especially with her children. Her
73 specific goals for her time in the Conservation Commission would be to add additional signage on the trails,
74 work on preserving the wetlands, and participate in maintaining the trails.

75
76 Mr. David Abare of 15 Evergreen Avenue came forward to interview for the full-time position on the
77 Conservation Commission. He explained that he and his wife moved to Pelham 6 months ago. He informed
78 of some of his experience managing his own properties, including a 330-acre property in Vermont that he
79 has been working with foresters to maintain. He informed of a couple of instances where he maintained
80 ponds and worked with local officials to remove invasive species. He explained that he would like to help
81 ensure the Town's properties are maintained and taken care of the way they should be so that residents can
82 enjoy the trails.

83

MOTION: (Cote/Croteau) To appoint Ms. Kamal to the Alternate position on the Conservation Commission.

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

84 ---

MOTION: (Cote/Bergeron) To appoint Mr. Abare to the Full-Time position on the Conservation Commission.

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

85

86 Chairman Corbett thanked Ms. Kamal and Mr. Abare for volunteering their time for the Town.

87

88

89 **Pelham Highway Department: Announcement of Crack Sealing and Paving Bids/Approvals**

90

91 Mr. James Hoffman came forward to address the Board. He informed that the bids have been sent out and
92 received for paving and crack sealing. He stated that they had used Superior Seal Coating in the past, had
93 success in working with them, and their prices were lower than the competing bid. He stated that he
94 recommended R & D Paving. He explained that while they are more expensive than the competing bidder,
95 he liked R & D Paving's plan for the roads and that the Town has had success in working with them in the
96 past. He added that their plan for the roads would also have less impact on traffic.

97

98 Chairman Corbett asked Mr. Hoffman to explain how the Town decides which roads to pave. Mr. Hoffman
99 explained that the Town looks at the roads in the roughest shape and then looks at roads in the same location
100 to cluster them for the paving companies.

101

102 Mr. Bergeron asked Mr. Hoffman if he knew any information on when the State might fix Route 38 in
103 Town. Mr. Hoffman replied that he had not heard anything - he was aware that it was getting bad, especially
104 after the rough winter on the roads.

105

106 Mr. Cote asked about the process for crack sealing in Town. Mr. Hoffman informed that after talking with
107 other Road Agents, he believed the best way for crack sealing would be to start with the main roads and
108 roads that have been paved most recently. He thought it a waste of money to fill in extremely cracked roads
109 with crack sealing.

110

111 Mr. Croteau asked if Mr. Hoffman could call the State about Route 38, as he hears numerous complaints a
112 day about the poor conditions of the road. Mr. Hoffman stated he would call, noting that the State has denied
113 him help recently for brush in intersections. He said he would call to at least try to get an update on the
114 State's status for fixing the road. Ms. Takesian stated that she believed the biggest problem was people
115 swerving to avoid the potholes.

116

117

118

119

120 **Pelham Highway: Nuisance Beaver Dam Maintenance**

121
122 Mr. Hoffman stated that the specific dam they are referencing is the one on Balkan Road. He noted that the
123 dam has no direct effect on any of the roads and runs behind the neighborhood it is in. He continued that
124 the State was taking care of the dam, and two years ago, two of the State employees working on the dam
125 were washed downstream when the dam broke. He explained that they usually handle small dams, noting
126 that this one spans the length of the water and is much larger than they are used to working with. He stated
127 that they would need to partially break the dam to lower the water level, and he was unsure if it was
128 something they should be doing as the dam is on private property.

129
130 Mr. Cote asked if the dam was a public safety issue even though it was on private property. Mr. Hoffman
131 replied that he did not believe it to be an issue of public safety. He stated that the State instructed them to
132 see if anything downstream had been washed out when the dam broke. He noted that it did not affect the
133 surrounding area. He reiterated that the dam was very large and that there was a significant force behind
134 the water, stating he did not want to see anyone get hurt while working on it.

135
136 Interim Town Administrator Roark stated that the New Hampshire Fish and Game are not interested in
137 nuisance beavers and provided a list of licensed trappers. He added that a UNH group gave them additional
138 information on nuisance beavers. He explained that he was informed that the property owners could reach
139 out to these licensed trappers if they believed the beavers to be a problem. Attorney Ratigan echoed this,
140 stating that the Town has no obligation as it is on private property and not negatively impacting the
141 roadways. Mr. Hoffman stated that there would be liability concerns with having the Town go on private
142 property to manage a beaver dam, especially as someone could get hurt in the process or water could back
143 up and wash downstream. Mr. Hoffman suggested sending a letter to residents to inform them that the Town
144 would no longer be maintaining the dam after a specific date.

145
146 Mr. Cote informed that while you can remove a nuisance beaver dam, the beavers will likely build a new
147 one. He suggested sending the list of licensed trappers so that the homeowners could contact them if they
148 would like.

149
150 Chairwoman Corbett read from Title XVIII Fish and Game, stating, "*No person shall destroy or disturb or*
151 *interfere with the dams or houses of beavers without first obtaining a special permit from the Executive*
152 *Director.*" Mr. Cote replied that that is only for State properties. He explained that he called the Fish and
153 Game department and asked the same question.

154
155 Chairwoman Corbett stated that they would give 30 days' notice for the Town stopping maintenance of the
156 dam for reasons pertaining to potential liability for damage to property, both public and private, and the
157 potential for injury to the highway staff. She added that they would provide a list of authorized trappers for
158 personal property, not State property.

159
160 Mr. Paul Gagnon of the Conservation Commission came forward to speak. He informed that they struggle
161 with the same issues. He noted that the Conservation Commission struggles with the idea of killing wildlife
162 after protecting the lands they live in. He informed that they do not typically get involved unless the beavers
163 flood the trails or properties.

164 **DISCUSSION (CONT.)**

165

166 **Water Commission Status Update**

167

168 Mr. Roark informed that there was a recent meeting to discuss the current water status in Pelham. He
169 explained that one of the goals of the meeting was to reconstitute the Water Commission, as most of the
170 members' terms expired on March 31st of this year. He informed that he reached out to Mr. Bill Scanzani,
171 a former member, and asked if he knew of anyone that would be interested in joining the Water
172 Commission. He informed Mr. Roark that four of the original members would be interested. Attorney
173 Ratigan felt that the Board had the authority to reappoint the members to the Water Commission, as their
174 terms had all expired and there was a need for the Commission. Attorney Ratigan suggested that they run
175 an ad for the Water Commission. Mr. Cote agreed to ask the previous Water Commission members to
176 reapply. Mr. Roark stated that he would reach out to the previous members to extend a volunteer application
177 to them as well as reach out to other interested parties.

178

179 Ms. Takesian asked if they could stagger the terms. Mr. Roark stated that he and Attorney Ratigan
180 recommended staggering the terms.

181

182 *Note: The conversation was tabled at this time to allow for the Public Hearing for the Land Purchase by*
183 *the Conservation Commission. The remainder of this discussion will continue here for continuity.*

184

185 Mr. Cote read aloud from RSA 38:18: Commissioners: *"For the more convenient management of any such*
186 *electric, gas, or water works system, any such municipality may vest the construction, management, control,*
187 *and direction of the same in a board of commissioners to consist of 3 or more citizens of such municipality,*
188 *the commissioners to have such powers and duties as the municipality may prescribe. Their term of office*
189 *shall be for three years and until their successors are elected and qualified. The first Board of*
190 *Commissioners may be chosen for terms of one, 2, and 3 years, respectively, by the legal voters..."* He
191 continued to add from the warrant article, *"The water district shall be managed by a five-member Water*
192 *Commission whose members shall be Pelham Residents appointed by the Board of Selectmen for an initial*
193 *term of either one, two, or three years, and shall thereafter be appointed to a term of three years."* He stated
194 that he believed the warrant article was not written correctly. He thought that they would need to be
195 appointed for three years.

196

197 Ms. Takesian asked for clarification on if when someone is first appointed, it would be for one year, and
198 then the term would be for three years. Mr. Cote replied that is correct. He stated that the wording still did
199 not make sense to him and that if Attorney Ratigan advised to stagger them, he was in support of staggering
200 the terms.

201

202 The Board agreed to discuss the staggering of terms with Attorney Ratigan to confirm that it would be
203 advisable to stagger the terms.

204

205 Mr. Cote informed the Board that a conceptual plan was before the Planning Board to bring the water line
206 to Bridge Street. He emphasized that he believed the Water Commission was important in the Town.

207

208 Interim Town Administrator Roark summarized that they would begin soliciting interested candidates for
209 the Water Commission and that interviews would most likely happen in about two meetings.

210

211

212 **APPOINTMENTS (CONT.)**

213

214 **Paul Gagnon, Conservation Committee: 1 of 2 Public Hearings for Land Purchase, Map 1 Lot 5-105**

215

216 Mr. Paul Gagnon came forward to represent the Conservation Commission. It was explained that this would
217 be the first of two hearings, with the second hearing occurring on June 7th. Mr. Gagnon explained to the
218 Board that the Conservation Commission was looking to purchase a 25-acre lot adjacent to a 52-acre
219 Hudson Town Forest. He explained that this purchase, in addition to the Hudson Forest, would lead to over
220 100 acres of protected lands in a cooperative effort.

221

222 Mr. Gagnon informed that it would cost about \$140,000 to purchase, with each acre costing \$5,600. He
223 believed the funding for the project would come out of either the Land Use Change Tax or from the Warrant
224 Article passed in 2018, though he could not be sure. He stated he could get a more definite answer within
225 two weeks. He explained that the Commission went before the Planning Board first and informed that he
226 provided the Board with a letter from the Planning Board stating their support of purchasing the parcel. He
227 explained that he had found no reason not to buy the land, and there were many reasons to purchase it.

228

229 Mr. Gagnon informed that he had written an agreement with the Chairman of the Hudson Conservation
230 Commission. He explained that the Hudson Commission had sent the letter to their legal counsel and he
231 has not received it back yet. He noted that the Board could wait to vote in about four weeks, or make a
232 contingent vote tonight. He read the agreement into the record.

233

234 Ms. Takesian asked how people would know which forest they were in and ensure they were not on
235 someone's private property. Mr. Gagnon replied that they do not develop trails on land that does not belong
236 to Pelham. He added that some abutters would add paths from their parcels to the trails, but the Commission
237 does not mark those trails or advertise them. He emphasized that they do not encourage people to walk on
238 them, but they cannot stop people from doing it. He noted that some residents would put private property
239 signs up. He added that he had not had an issue or complaint yet from abutters of wandering hikers.

240

241 Mr. Gagnon informed that the Chairman of the Hudson Commission already had plans for the trails being
242 put in on the Hudson parcel. He explained that the two Commissions would work together to put trails into
243 the Pelham parcel.

244

245

246 **SELECTMEN & TOWN ADMINISTRATOR REPORTS**

247

248 **Selectman Jason Croteau**

249 Mr. Croteau informed that they had their first OHRV Committee meeting the previous week. He explained
250 that the Forestry Representative resigned from her position, and Mr. Bob Lamoreaux has filled her position.

251 He further added that the Committee conducted a site walk on a potential parcel that may fit, which will be
252 discussed at the next meeting on Tuesday at 6:30 pm in the Conference Room.

253
254 Mr. Croteau stated that he believed it was important for the Selectmen to know all of the Department Heads
255 working for the Town. He suggested having Department Heads and employees attend the Board of
256 Selectmen meetings quarterly. Chairman Corbett agreed with the idea of Mr. Croteau's suggestion, adding
257 that she believed it would also be good for those in the Town.

258
259

260 **Selectwoman Charlene Takesian**

261 Ms. Takesian informed that the Council on Aging had laid out the pickleball courts, cornhole was starting
262 outside the Pavilion, and the Travel Office was now open. She noted that several trips had already been
263 planned.

264
265 Ms. Takesian stated that she would like to see those events and other events around the Town listed on the
266 Town Calendar. She noted that this could allow people to have a centralized location for the events
267 happening around the Town.

268
269 Ms. Takesian reported that the library is bringing the Pollinator Presentation for fourth and fifth graders
270 back through a virtual performance. If anyone should be interested, they should call the library to get the
271 Zoom link. The performance will take place on June 16th.

272
273 Ms. Takesian informed that the Farmer's Market starts on June 4th. She stated that they have 32 vendors,
274 noting that not all the vendors will be there every week. She informed that there is no parking on Church
275 property and that people could park on Common Road across the street from the Church and at
276 Meetinghouse Park.

277
278 Ms. Takesian reported that concerts would start on Village Green on June 29th. The Independence Day
279 Celebration will be on June 25th at 6:00 pm.

280
281

282 **Selectman Jaie Bergeron**

283 Mr. Bergeron had nothing to report.

284
285

286 **Selectman Kevin Cote**

287 Mr. Cote had nothing to report.

288
289

290 **Interim Town Administrator Joseph Roark**

291 Mr. Roark informed that the VFW would be putting on their Memorial Day festivities at the American
292 Legion. He announced the itinerary for the day, noting that the Town Cookout would start at 12:00 pm. He
293 highlighted that the VFW does an amazing job with their ceremonies and encouraged residents to attend.

294 He stated that the information is posted, and if anyone has any questions—they can call the Town Hall or
295 the VFW.

296
297

298 **Chairman Heather Corbett**

299 Chairman Corbett informed that she would be painting faces at the Independence Day Celebration. She
300 challenged children to try to stump her!

301
302

303 **REQUEST FOR NON-PUBLIC SESSION**

304

305 **MOTION:** (Cote/Bergeron) Request for a non-public session per RSA 91-A:3, II, a and e.

306

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

308

309

310 It was noted that when the Board returned after the non-public session, the Board would not take any other
311 action publicly except to possibly seal the minutes of the non-public session and to adjourn the meeting.

312 The Board entered a non-public session at approximately 8:32 pm.

313

314 **MOTION:** (Cote/Bergeron) To leave the non-public session.

315

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

317

318

319 The Board returned to public session at approximately 9:30 pm.

320

321 **MOTION:** (Cote/Bergeron) To indefinitely seal the selected minutes of the non-public session.

322

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

324

325

326 **ADJOURNMENT**

327

328 The meeting was adjourned at approximately 9:30 pm.

329

330

331

332

333

334

Respectfully submitted,
Jordyn M. Isabelle
Recording Secretary