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3 **APPROVED**  
4 **TOWN OF PELHAM**  
5 **BOARD OF SELECTMEN–MEETING MINUTES**  
6 **January 17, 2023**

7 **CALL TO ORDER** – Chairwoman Corbett called the meeting to order at approximately  
8 6:30pm  
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11 **PRESENT:** Jaie Bergeron, Heather Corbett, Kevin Cote, Jason Croteau, Town Administrator  
12 Joseph Roark  
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15 **ABSENT:** Charlene Takesian  
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18 **PLEDGE OF ALLEGIANCE**  
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21 **MEETING MINUTES REVIEW**  
22

23 January 3, 2023  
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25 **MOTION:** (Cote/Croteau) To approve the January 3, 2023 meeting minutes as is.  
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27 **VOTE:** (4-0-0) The motion carried.  
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31 **OPEN FORUM**  
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33 Ben Safford - Mr. Safford explained to the Board that him and his brother, who receive Social  
34 Security survivor benefits, struggle to help out their mom with living expenses and increasing  
35 property taxes. He stated that their Medicare and Medicaid Insurance does not cover all of the  
36 medical expenses they have, including the hiring of a home health aide, so their mother is their  
37 main care giver. Mr. Safford explained that this makes it impossible for his mother to get a full-  
38 time job. Mr. Safford is asking the Board of Selectmen to consider his request for a reasonable  
39 disability tax exemption, to return unspent money to taxpayers and to cut costs for the upcoming  
40 year to help disabled families in Town.  
41

42 Debbie Cruzel – Ms. Cruzel explained that she is unsure of what the protocol is for submitting a  
43 petition for a warrant article. She stated that last week she handed in a petition for the paper  
44 ballots, and when she asked if she should also come and speak to the Board the employee was  
45 unsure.  
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47 Chairwoman Corbett informed her that she did not have to come before the Board, and assured  
48 her that they have her warrant article petition and all the information.

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**APPOINTMENTS**

**Public Hearing: To accept funds not more than \$9,999.00 from the Office of New Hampshire Highway Safety Department as part of a safety grant**

**MOTION:** (Cote/Croteau) To accept the grant money from the Office of New Hampshire Highway Safety Department.

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

**Petition Warrant Article on Hand Counting of Ballots**

Chairwoman Corbett explained that the Board of Selectmen usually does not take a stance on citizen’s petitions, however they do in some rare circumstances.

The Board of Selectmen voted not to support this warrant article.

**Highway Block Grant Warrant Article**

This warrant asks if the Town shall vote to raise and appropriate the sum of \$343,671.00 for the repair, maintenance, purchase of equipment and upgrading of Town roads to be offset by the State Highway grant? – This will be a non-lapsing account per RSA 32:7 IV (no money to be raised by taxation).

Recommended by the Board of Selectmen (4-0).

**DISCUSSION**

**Illicit Discharge Ordinance Review**

Ms. Hoffman, the Town’s Environmental Regulation Compliance Specialist, explained that illicit discharges are non-stormwater inputs to our drainage system, surface waters and ground waters. Some examples are oils, sewage, hazardous materials, and animal waste. Illicit discharges can pose a threat to the health of our water bodies, humans, and pets. They can also cause damage to ecosystems.

Chairwoman Corbett asked Ms. Hoffman what the Town’s policy is if someone happens to release an illicit discharge. Ms. Hoffman explained that the Illicit Discharge Ordinance can be found in Article 8 of the Zoning Ordinances. She added that usually they try to work with the person or business before inflicting fines, to make sure they’re educated on the ordinance and how to stop it or make it better. If they need to move to a higher degree of penalty, they do have

97 a fine schedule which is in the S.O.P. The Town will send a warning letter with an explanation of  
98 future fines and a schedule of when the violation has to be fixed by. If needed, they start off with  
99 a \$100.00 fine that increases by \$100.00 if the problem is not addressed in the given time period.  
100 Also, if the Town has to fix the issue, they will also send a bill with cost of the fix.

101  
102 Ms. Hoffman explained that if an illicit discharge occurs outside of normal working hours, they  
103 would like to ask people to call the Fire or Police Department right away. Then, she asked if the  
104 Police or Fire Department will notify her about the incident. Ms. Hoffman explained that she  
105 needs to know within 24 hours of the initial notification, as she needs to notify the NHDES and,  
106 in some cases, the EPA within one day.

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### 109 **SELECTMEN AND TOWN ADMINISTRATOR REPORTS**

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112 **Mr. Croteau** had nothing to report.

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114 **Chairwoman Corbett** had nothing to report.

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116 **Mr. Bergeron** had nothing to report.

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118 **Mr. Cote** requested a public hearing on behalf of the Planning Board in regard to the Board of  
119 Selectmen creating a moratorium on building in the Sherburne Road area. The Planning Board  
120 has reviewed an ordinance that was put together and has asked him to ask the Board to hold a  
121 public hearing on the matter. The goal is to try and figure out the water situation there, so they  
122 think putting a pause on building in that area for one year might be helpful. Mr. Cote added that  
123 the Town Attorney has reviewed this, and he will send it to him again for review. He also wants  
124 to add the specific areas into the ordinance, since currently it does not have the specific areas.

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126 **Town Administrator Roark** had nothing to report.

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### 128 **REQUEST FOR NON-PUBLIC SESSION**

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130 **MOTION:** (Cote/Croteau) Request for non-public session per RSA 91-A:3, II, A  
131 (personnel).

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### 133 **ROLLCALL VOTE:**

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135 Selectman Cote – Yes

136 Selectman Bergeron – Yes

137 Selectman Corbett– Yes

138 Selectman Croteau – Yes

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140 (4-0-0) The motion carried.

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142 It was noted that when the Board returned, after the non-public session, the Board would not take  
143 any other action publicly, except to seal the minutes of the non-public session and to adjourn the  
144 meeting. The Board entered a non-public session at approximately 6:55 pm.

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147 **ADJOURNMENT**

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149 Respectfully submitted,

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151 Makayla Clougherty

152 Recording Secretary