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**APPROVED
TOWN OF PELHAM
BOARD OF SELECTMEN–MEETING MINUTES
October 11, 2022**

CALL TO ORDER – Chairwoman Corbett called the meeting to order at approximately 6:30pm

PRESENT: Jaie Bergeron, Heather Corbett, Kevin Cote, Jason Croteau, Town Administrator Joseph Roark

ABSENT: Charlene Takesian

PLEDGE OF ALLEGIANCE

MEETING MINUTES REVIEW

September 27, 2022

MOTION: (Croteau/Bergeron) To approve the September 27, 2022 meeting minutes as is.

VOTE: (3-0-1) The motion carried

OPEN FORUM

No one came forward in open forum.

APPOINTMENTS

Public Hearing: Regarding the Board of Selectmen accepting ext. of Majestic Avenue as a Town Road

Chairwoman Corbett stated that they have documentation from Keech and Nordstrom indicating that all roadway improvements have been completed in accordance with the plan and they recommend acceptance of the road. As built plans have been received and reviewed by Keech and Nordstrom and the draft warrantee deed has been reviewed and approved by Town Council. They also have a letter of approval from the Town Engineer.

Town Administrator Roark added that all of the requirements have been met, additionally the Town will be holding a 10% maintenance guarantee bond for one year after the public acceptance night of \$9,300.00 to ensure any unforeseen things are taken care of.

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MOTION: (Cote/Croteau) To accept Majestic Avenue as a Town Road.

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

Paul Gagnon, Conservation Commission: 1 of 2 Public Hearings resulting from a plan entitled “Stonegate Estates” lot consolidation.

- **Acceptance of donation of a 39.6-acre parcel, Map 10 -351-63, as Conservation Land.**
- **Acceptance of a trail easement that will allow the Town to maintain the existing trail system through this new development.**
- **Acceptance of a Conservation Easement on a 19.2-acre parcel abutting Tower Hill Road.**

Mr. Gagnon stated that all three of these issues resulted from one conservation subdivision, specifically a 42 home conservation subdivision on Currier Road. Subdivisions require that 40% of the parcel remain as open space. As a result of that, the builder is asking the Town to accept the 39-acre open space as a donation. Secondly, the Conservation Subdivision requires that developers must maintain existing trails, so they meet at the same place. Thirdly, there was a disturbance to the 100-foot prime wetland buffer. This buffer is a retention pond that handles storm water runoff from the road. State law requires 10 to 1 mitigation, so they must protect 10 acres now.

Mr. Gagnon then provided a map of the area. He pointed out Currier Road and Peabody Lane, the new road going in, and the parcel that is set to be donated to the Town. He explained that not only is the developer offering to donate the 39 acres of open space to the Town, but they will also build the trails on the 39 acres. All the Town will have to do is maintain the trails after they are built.

Mr. Gagnon then pointed out that the developer is suggesting they build a new trail along the Tennessee gas pipeline easement and along Peabody Lane where it will cross and connect to meet the existing trail. The developer will construct and install the trail. It will be a 10-foot-wide trail easement. He also stated that the trail will be able to be used by the Town and public. Snowmobiles will be allowed on the trail as well.

Mr. Bergeron asked about the community well, and if it was on their property or the property being donated. Mr. Gagnon stated the wells are on the part of the property they are not suggesting the Town take ownership of.

Mr. Gagnon also stated that a large portion of the 33 acres is prime wetlands. As a result of this project, they added a retention pond and a treatment swell in the prime wetland buffer. Since this disturbed the buffer, the developer now must protect 10 acres. He explains that if the Board accepts the donation, these 19 acres of wetland will be protected from ever being built on and not cost the Town any funds except maintenance.

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Interview/Appointment: Zoning Board of Adjustment applicant

Mr. Stanvick stated that he is a voting member of the Conservation Commission. Chairwoman Corbett asked Mr. Stanvick why he wants to be on the ZBA. Mr. Stanvick stated that there is a logical association between the ZBA and the Conservation Commission, and his role at the Conservation Commission will help him give back to the community as a ZBA member. He also stated that his experience as a design engineer at Raytheon and background from other jobs will help him.

Mr. Cote asked if Mr. Stanvick is aware of what the ZBA is tasked to do. Mr. Stanvick explained that he does have a good understanding of what is expected and is going to attend a meeting that explains what they do as well.

Mr. Cote stated they must ensure that having another land use Board crossover member on the ZBA. Mr. Stanvick stated that this has already been checked out by the Town's lawyer. He stated if it was a previously voted on item by the Conservation Committee, he would not be able to vote again.

Ms. Stanvick added that he would like to apply for the two-year position.

MOTION: (Cote/Croteau) To accept Mr. Stanvick for the two-year alternate position on the Zoning Board, contingent upon the approval of having a land use board crossover member.

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

Proposal/approval for "Little Free Library" on Town Park property

Mr. Trettel stated that it would be a 2x2x2 mailbox sized public library that is stocked by the community. Typically, children, young-adult and classic books are found in the library. He also stated that there are two proposed locations. The primary proposed location is along the south side of the walking trail around what used to be the swamp at Muldoon Park. The installation only entails a 4x4 mailbox post dug into the ground, and the box will sit on top of it.

Mr. Croteau asked where other "Little Free Libraries" are located. Mr. Trettel explained that it is a nationwide program, however locally there are some in Hudson, Nashua and Windham, mostly at public parks.

Mr. Croteau asked if there is illegal activity or repairs needed if the Town is expected to handle it or if Mr. Trettel will handle it. Mr. Trettel explained that they handle all issues and repairs, there is no Town liability implicated.

138 Chairwoman Corbett asked if other Towns have reported any vandalism. Mr. Trettel stated he
139 has not heard of any issues in other Towns. Chairwoman Corbett asked if there was going to be a
140 donation period for people to donate books. Mr. Trettel explained that anyone can donate or take
141 books at any point, but they will stock it for the first time. Chairwoman Corbett asked if they had
142 any plans to expand on this project if it goes well. Mr. Trettel stated that they have no expansion
143 plans currently, but he is open to the idea.

144
145 Chairwoman Corbett asked if the Parks and Rec Department was on Board. Mr. Johnson from
146 the Parks and Rec Department said they are on board.

147
148 Mr. Croteau asked when they were planning to install the library. Mr. Tettel explained that their
149 goal was in the next two to three weeks.

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151 **MOTION:** (Cote/Croteau) To accept the “Little Free Library” plan proposal on Town Park
152 property.

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

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157 **Brian Johnson: Pelham Memorial School bench placement request at Lyons Park**

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159 Mr. Johnson explained that with the construction of the school, they had to remove some
160 memorial benches and are now looking for a new place to put them. Mr. Johnson stated that Mr.
161 Sands from the Maintenance Department contacted him about placing the benches in Lyons Park
162 since the family requested the benches remain near the Skate Park. He stated it is a nice granite
163 bench. He also stated the school is paying for the bench installation, so it will not cost the Town
164 any money.

165
166 Chairwoman Corbett asked if it was going to be a permanent installation. Mr. Johnson stated that
167 it is permanent. Mr. Croteau asked for more details on the location. Mr. Johnson explained that
168 he would prefer to put the bench on the walking trail, but the family requested it closer to the
169 Skate Park, so they are still working on finding the best location.

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171 **MOTION:** (Cote/Croteau) To approve the moving of the bench to a location that Parks and
172 Rec finds appropriate.

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

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177 **DISCUSSION**

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179 There was nothing brought up for discussion.

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182 **SELECTMEN AND TOWN ADMINISTRATOR REPORTS**

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184 **Mr. Croteau** stated that the T-Ball fields at Muldoon are completed.

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

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188 **Mr. Cote** stated that he is working on writing a solo ordinance on zoning for the Town. He will
189 be sending the Planning Board an edited version of the ordinance that they worked on last
190 meeting.

191
192 **Town Administrator Roark** had nothing to report.

193
194 **Chairwoman Corbett** stated that last week was “Fun Fitness” week at school and the kids had a
195 great time. Also, Pelham Memorial is bringing back the Washington D.C trip and students will
196 be selling pies to raise money for the trip. Additionally, there is a concert at the Middle School
197 on October 12, 2022.

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200 **REQUEST FOR NON-PUBLIC SESSION**

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

204
205 **ROLLCALL VOTE:**

- 206
207 Selectmen Cote – Yes
208 Selectman Bergeron – Yes
209 Selectman Corbett– Yes
210 Selectmen Croteau – Yes

211
212 (4-0-0) The motion carried.

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214 It was noted that when the Board returned, after the non-public session, the Board would not take
215 any other action publicly, except to seal the minutes of the non-public session and to adjourn the
216 meeting. The Board entered a non-public session at approximately 7:10 pm.

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219 **ADJOURNMENT**

220
221 Respectfully submitted,

222
223 Makayla Clougherty
224 Recording Secretary