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3 **APPROVED**
4 **TOWN OF PELHAM**
5 **BOARD OF SELECTMEN–MEETING MINUTES**
6 **November 15, 2022**

7 **CALL TO ORDER** – Chairwoman Corbett called the meeting to order at approximately
8 6:30pm
9

10 **PRESENT:** Jaie Bergeron, Heather Corbett, Kevin Cote, Jason Croteau, Charlene Takesian,
11 Town Administrator Joseph Roark
12

13
14 **ABSENT:** None
15

16
17 **PLEDGE OF ALLEGIANCE**
18

19
20 **MEETING MINUTES REVIEW**
21

22 October 25, 2022
23

24 **MOTION:** (Croteau/Bergeron) To approve the October 25, 2022 meeting minutes as is.
25

26 **VOTE:** (4-0-1) The motion carried.
27
28

29 November 1, 2022
30

31 **MOTION:** (Cote/Croteau) To approve the November 1, 2022 meeting minutes as amended.
32

33 **VOTE:** (5-0-0) The motion carried.
34
35

36 **OPEN FORUM**
37

38 No one came forward in open forum.
39
40

41 **APPOINTMENTS**
42

43 **Board of Health: 37 Woekel Circle well radius waiver request**
44

45 **MOTION:** (Cote/Croteau) To convene the Pelham Board of Health.
46

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

48

49 Chairwoman Corbett informed that the Board conducted a site walk on the afternoon of
50 November 15, 2022 at 37 Woekle Circle. The Board spoke with both engineers on the project. It
51 is noted that Ms. Takesian completed the site walk by herself on a different day.

52

53 Mr. Cote stated that since the property is considered seasonal and given the size of and
54 conditions of the property, he does not think granting the waiver is the right thing to do.

55

56 Chairwoman Corbett noted that if the Board grants the waiver that does not give the owners
57 permission to put it in the septic system but gives them permission to submit the plans to DES.
58 Mr. Cote asked what would happen if the Board did grant the waiver versus did not grant the
59 waiver. Chairwoman Corbett explained that if they did grant the waiver it would go to DES who
60 would review the specific plans. If they do not approve it then there is nothing else the Board can
61 do, and the homeowners would have recourse with another Board.

62

63 Chairwoman Corbett explained that she believes an upgrade is necessary, and anything is better
64 than what is there now. Ms. Takesian noted that the upgrade is only needed if they want to stay
65 on the property year-round.

66

67 Mr. Bergeron stated that at the site walk, he asked if they were able to add a holding tank to
68 make it up to code but that they would not be able to for a year-round house, only a seasonal
69 house. Mr. Croteau agreed and stated that if they kept it as a three-season home, they could use a
70 pump out tank. He also added that DES will most likely approve the design if the Board of
71 Selectmen grant the waiver.

72

73

74 **MOTION:** (Takesian/Cote) To deny the well radius waiver request for 37 Woekel Circle.

75

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

77

78

79 **MOTION:** (Cote/Croteau) To adjourn the Pelham Board of Health meeting.

80

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

82

83

84 **Proposed Town Warrant Article(s) review**

85

86 Assessor Sue Snide stated that she has proposed five warrant articles. One warrant article being
87 proposed is to amend the elderly exemption amounts and qualifying limits. She suggested an
88 increase in the solar exemption, it is currently \$10,000.00 but an opinion stated that solar panels
89 should be assessed and valued as they raise the property value. She suggests exempting 100% of
90 the value of solar panels going forward.

91

92 Mr. Cote asked what currently happens now if someone adds solar panels to their home. She
93 stated that the Town gets a copy of the building permit and will go out and assess the addition.
94 She explained that panels are assessed at around \$1,500.00 per panel. She added that the home
95 value will raise, but if you do not take advantage of the current exemption, you will have the
96 additional cost added to your home value.

97
98 Mr. Cote stated that he believes a lot of people will look at this as a tax break, when it is not one.
99 Assessor Snide stated that the exemption does not happen automatically, but homeowners will
100 need to apply by April 15th of the given year to receive the exemption.

101
102

103 **MOTION:** (Cote/Croteau) To approve the solar panel tax emption to be a warrant article.

104

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

106

107

108 Assessor Snide explained that the next proposed warrant article is a blind exemption. This
109 exemption would exempt \$57,800.00 for blind residents in town. She thought there should be an
110 increase in this exemption to due higher costs of living.

111

112 Mr. Bergeron asked how many blind residents the Town had. Assessor Snide stated that she
113 believes there are seven.

114

115 Mr. Croteau asked what the stipulations are. Assessor Snide stated that the resident needs to have
116 certification through the Department of Education, and once you apply it is a permanent
117 exemption until you leave the residence. They also check in every five years.

118

119

120 **MOTION:** (Cote/Bergeron) To approve the increase of the blind tax emption to \$57,800.00
121 to be a warrant article.

122

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

124

125

126 The next proposed warrant article is regarding the veteran's tax credit. Assessor Snide explained
127 that this would grant a tax credit to active-duty service members. The Town currently has a
128 \$500.00 limit, but if they do not re-adopt the credit this spring it will go back to down to \$50.00.
129 This warrant article will amend the current one to keep the \$500.00 credit for veterans and add it
130 in for current active-duty service members.

131

132

133 **MOTION:** (Takesian/Cote) To re-adopt the \$500.00 veteran tax credit to be a warrant article.

134

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

136

137

138 The next warrant article being proposed is also to re-adopt a veteran tax credit that also includes
139 all veterans, even those who did not go to combat. It is important to note that veterans cannot
140 receive both, you can only get one or the other.

141
142

143 **MOTION:** (Cote/Takesian) To re-adopt the \$500.00 all veteran tax credit to be a warrant
144 article.

145

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

147
148

149 Assessor Snide wanted to circle back to the topic of the elderly tax exemption amount. She stated
150 that due to higher costs of living, she sees it fit to raise the tax credit amount and the income
151 requirement to help the elderly. She used inflation rates to calculate the new tax credit rates.

152

153 Assessor Snide explained that, currently, the Town of Pelham exempts \$106,00.00 for those ages
154 65-74. She is suggesting that this amount gets raised to \$114,000.00. Currently, for ages 75-79,
155 the tax credit amount is \$152,000.00. Her suggested increase is \$164,000.00. For ages 80 and
156 above, the tax credit amount is \$196,000.00. Her suggested increase is \$212,000.00. The
157 suggested maximum income amount that someone can make to qualify for the exemption is
158 \$48,000.00 for a single individual and \$58,000.00 for a married couple, assets would remain at
159 \$250,000.00.

160
161

162 **MOTION:** (Cote/Croteau) To add the increases into the elderly tax exemption warrant article.

163

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

165
166

167 The non-assessor portion of the proposed warrant articles includes the Highway Department's F-
168 550 rack body truck.

169
170

171 **MOTION:** (Croteau/Cote) To not add the Highway Department's F-550 rack body truck to a
172 warrant article.

173

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

175
176

177 The next proposed warrant article is about adding parcels of land to Tax Map 31, the Blueberry
178 Circle Town Forrest.

179

180 Mr. Gagnon explained that these parcels were bought in 2021 and adding them as part of Town
181 forestry would add another layer of protection to the land and keep the Forestry Committee in
182 charge of them. Mr. Croteau asked what he meant by "another layer of protection". Mr. Gagnon

183 explained that if they became Town forest, they would have to be voted on again to remove them
184 as Town forest.

185
186 Mr. Bergeron asked if there are currently any trails on this land. Mr. Gagnon exclaimed that
187 there is, but their resident made and unmarked. Mr. Bergeron asked if there were plans to expand
188 the trails. Mr. Gagnon stated that he would like to.

189
190 Mr. Croteau asked if the warrant article passed would the Forestry Committee be the only ones
191 to have say on the land. Mr. Gagnon explained that he believes the Board of Selectmen would
192 still have a say since it is Town owned land.

193
194 Mr. Bergeron asked how much land is Town owned opposed to forestry. Mr. Gagnon explained
195 that it is almost all forestry. He added that almost everything the Forestry Committee buys gets
196 added into a warrant article to be Town forest within a year or two.

197
198
199 **MOTION:** (Takesian/Cote) To add a warrant article for this purchased land to become Town
200 forest.

201
202 **VOTE:** (5-0-0) The motion carried.

203
204
205 The last proposed warrant article is about the five-year collective bargaining agreement ratified
206 by the Board of Selectmen and Pelham Police Department.

207
208
209 **MOTION:** (Takesian/Cote) To add a warrant article for the five-year collective bargaining
210 agreement ratified by the Board of Selectmen and Pelham Police Department.

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

213
214
215 **91-A (Right-to-Know) request policy discussion**
216

217 Town Administrator Roark explained that this is a policy that can be given to Town departments.
218 He added that this is exclusive of the Police and Fire Departments, who have their own Right-to-
219 Know policies. He explained that they looked at Hudson’s policy but changed a few things to
220 make it their own. Hudson’s policy was specifically for legal New Hampshire citizens only.
221 Town Administrator Roark further researched this and found that it is recommended that the
222 policy is applied to everyone, not just New Hampshire residents.

223
224 Chairwoman Corbett suggested putting this up for discussion during the next meeting, so they
225 have time to go over the entire policy.

226

227 Mr. Bergeron asked if there was anything else in the policy that seemed out of the norm. Town
228 Administrator Roark explained that the only other thing he noticed was that the fees needed to be
229 further discussed and researched.

230

231

232 **DISCUSSION**

233

234 **Water Commission Alternate position**

235

236 Water Commission Chair, Kimberly Abare, explained that there are currently five water
237 commissioners, and she would like to add a couple of alternates onto the Board. She explained
238 there a few commissioners who travel or work long days, and it can be difficult to pull everyone
239 together sometimes.

240

241 Chairwoman Corbett asked if there was an RSA that limits the number of positions available on
242 the Water Commission. Town Administrator Roark reached out to the Town Attorney to get
243 clarification on this and found that they currently do not have the authority to make alternate
244 positions for the Water Commission. Attorney Radigan explained that there is currently no statute
245 that gives the Board of Selectmen authority to grant alternate positions, and if they wanted the
246 authority it would have to be a warrant article. The NHMAA stated that it would depend on how
247 the Water Commission was formed, and Town Administrator Roark stated that it was people-
248 voted.

249

250 Mr. Cote added that many other Commissions have language in their RSAs for alternates, but the
251 Water Commission does not.

252

253 Town Administrator Roark stated that he will ask Attorney Radigan to cite the RSA that will
254 allow them to create alternates.

255

256 Ms. Abare asked if this did need to become a warrant article would they have time to make it one
257 by March for this year's voting. Mr. Cote explained that the deadline is not until January, so they
258 have time.

259

260 **Jaie Bergeron – Discussion on warrant articles**

261

262 Mr. Bergeron asked if the Board would like to go back to putting the specific Board of
263 Selectmen vote count under the warrant article versus putting if the majority of the Board
264 supported it or not, since previous Boards have not been doing that.

265

266 Mr. Cote agreed with this and explained he thought it was a good idea to help the voters make
267 decisions and look into both sides of the argument.

268

269 Mr. Cote suggested adding it to the agenda when they finalize all the warrant articles.

270

271 Ms. Takesian asked why previous Boards stopped sharing the vote. Mr. Cote explained that it
272 was to show that the Board is united. However, he feels that each Board should decide if they

273 want to share the vote or not. Mr. Bergeron added that he thinks each separate Board or
274 Committee should have the choice to share their specific vote or just put a general in support of
275 or not in support of.

276
277

278 **SELECTMEN AND TOWN ADMINISTRATOR REPORTS**

279

280 **Town Administrator Roark** stated that the next Board of Selectmen meeting is not until
281 December 6, 2022.

282

283 **Mr. Cote** had nothing to report.

284

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

286

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

288

289 **Ms. Takesian** stated that the Festival of Trees starts on Friday November 25 and runs for a
290 week.

291

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

293

294

295 **REQUEST FOR NON-PUBLIC SESSION**

296

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

299

300 **ROLLCALL VOTE:**

301

302 Selectman Cote – Yes

303 Selectman Bergeron – Yes

304 Selectman Corbett– Yes

305 Selectman Croteau – Yes

306 Selectman Takesian – Yes

307

308 (5-0-0) The motion carried.

309

310 It was noted that when the Board returned, after the non-public session, the Board would not take
311 any other action publicly, except to seal the minutes of the non-public session and to adjourn the
312 meeting. The Board entered a non-public session at approximately 7:42 pm.

313

314

315 **ADJOURNMENT**

316

317 Respectfully submitted,

318

319 Makayla Clougherty

320 Recording Secretary