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3 **NOT APPROVED**
4 **TOWN OF PELHAM**
5 **BOARD OF SELECTMEN–MEETING MINUTES**
6 **APRIL 30, 2024**

7 **CALL TO ORDER** – Chairman Croteau called the meeting to order at approximately 6:30pm
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10 **PRESENT:** Kimberly Abare, Jaie Bergeron, Heather Corbett, Jason Croteau, Charlene
11 Takesian, Town Administrator Joseph Roark
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14 **ABSENT:** None
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17 **PLEDGE OF ALLEGIANCE**
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20 **MEETING MINUTES REVIEW**
21

22 April 16, 2024
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24 **MOTION:** (Corbett/Bergeron) To approve the April 16, 2024 meeting minutes as is.
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26 **VOTE:** (5-0-0) The motion carried.
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29 **OPEN FORUM**
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31 Debbie Kruzal, Beacon Hill Road, came before the Board to discuss the ARPA funds. She stated
32 that the Town received ARPA funding to help during the COVID emergency, and as far as she is
33 concerned they have been out of this emergency for at least a year. She stated that the country is
34 on the brink of bankruptcy and people are not aware of this because the Federal Reserve prints
35 money as they wish, and the mainstream media and others calls this inflation. Ms. Kruzal
36 referenced the New Hampshire constitution and stated that the money the State accepted and
37 then distributed to the Towns and Cities was done illegally and not through the process laid out
38 in the State’s constitution. Ms. Kruzal stated that the ARPA funding is unconstitutional, and they
39 should return the money since there is no longer an emergency in the Town and the country is in
40 debt.
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42 Chairman Croteau thanked Ms. Kruzal and let her know they will be discussing the ARPA funds
43 later on.
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45 Michelle Cooke, 14 Hinds Lane, came before the Board to ask if the Forestry Meetings can be
46 recorded again.

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48 Chairman Croteau stated they will take it under consideration.

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51 **APPOINTMENTS**

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53 Chairman Croteau noted that the interview appointment for a candidate for the Pelham
54 Community Power Coalition has been cancelled as the application was withdrawn.

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56 **Pelham Community Coalition: “The Honor Bear Project” requesting permission to create**
57 **a suicide prevention and awareness display on Town Hall property**

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59 Joy Flanders, Pelham resident and Pelham Community Coalition Board member, approached the
60 Board of Selectmen to share a project idea they want to sponsor.

61

62 Kim Hebert with The Honor Bear Project explained that she started carrying the Honor Bear in
63 2016 in honor of fallen military and first responders. She started this project to make sure all of
64 the fallen military and first responders were honored regardless of how they passed away. They
65 display flags to represent the number of veterans, active duty and first responders that we lose to
66 suicide every day. Along with the flag display they put up banners explaining what the flags
67 represent. The banners also have the suicide hotline phone number and other resources for those
68 who may be struggling. Ms. Herbert explained that many people post about the displays on
69 social media, which helps spread the word. She stated they can use any size piece of property for
70 the display, and they are looking to do this display in front of Pelham’s Town Hall. Ms. Herbert
71 noted that this would not cost the Town any money, as the Pelham Community Coalition will be
72 sponsoring this event.

73

74 Ms. Flanders stated they are hoping they can put this display up and have a ceremony for it on
75 September 7, 2024. She noted they would need help raising the flags and would like to get other
76 organizations involved with the project as well, like the Scouts, the VFW, the American Legion,
77 or others. The flags stay up for 30 days. Ms. Herbert noted that September is National Suicide
78 Month, which is why they chose this date.

79

80 Chairman Croteau thanked them for coming before the Board and said he appreciates their cause.
81 Ms. Abare agreed with Chairman Croteau. Ms. Abare noted they have Old Home Day on
82 September 14, 2024 and asked if that would affect the flags at all if they were in front of Town
83 Hall. Ms. Takesian noted they chose September partly because of Old Home Day so more people
84 can come look at the flag display, and it should not be in the way of Old Home Day.

85

86 Chairman Croteau gave a consensus from the Board that they have permission to move forward
87 with the project.

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90 **William Lambert, State Highway Safety Administrator of New Hampshire Department of**
91 **Transportation (NHDOT): Presentation on proposed safety improvements to the**
92 **intersection of Mammoth Road at Keyes Hill and Tallant Road.**

93
94 Mr. Lambert stated they have been looking at this intersection for a while to see how they can
95 improve it, but they continue to have crashes here. He explained that they have already installed
96 stop ahead warning signs, added flashing beacons to stop signs, had the centerlines turn at the
97 intersection and shifted the utility pole and trim and replanted vegetation to improve sight
98 distance. Mr. Lambert stated that the next options they have to improve safety are making the
99 intersection an all-way stop or intersection capital improvement projects like adding a traffic
100 signal or adding a roundabout. He explained they have heard from other States that changing
101 from two-way to all-way stop control has shown crash reduction. Also, communities in New
102 Hampshire like Franconia, Gilmanton, Eaton, and Auburn have also had success with this. He
103 noted that other communities in New Hampshire are starting to implement this as well. The
104 federal guidelines recommended installing a multi-way stop control if there are five or more
105 reported crashes in a one-year period. Studies from other states show that going from a two-way
106 stop to an all-way stop reduced crashes by 57%. Another benefit of making this intersection an
107 all-way stop is it is a lower cost project than the other options.

108
109 Mr. Lambert explained that some of the pros of all-way stop control include promoting safer
110 speeds on major routes, requiring all drivers to stop which reduces odds of two drivers entering
111 the intersection at the same time, slower and stopped traffic provides a safer environment for
112 pedestrians, it does require a long-term commitment to flashing beacons or other stop sign
113 enhancements, and it can be implemented almost immediately. Some of the cons include it
114 requiring a short-term re-education of familiar drivers, it introduces a new delay for NH 128
115 traffic, and Keyes Hill Road and Tallant Road is more rural than other New Hampshire locations
116 that have implemented this. He explained that the next steps include getting local support and if
117 there is not local support the Town would need to secure long-term capital improvement projects
118 as a solution. If Pelham does get local support then NHDOT will conduct a more detailed
119 evaluation of the all-way stop control. If the all-way stop control is feasible, NHDOT will notify
120 the Town and implement it as resources are available.

121
122 Chief Perriello stated she supports the idea of implementing a change and thinks the ten-year
123 plan of looking at a roundabout is a good idea, as they are proven to work in the Town. However,
124 she thinks something needs to happen at this point and a four-way stop is a good plan. Her only
125 concern is the line of sight when adding in the new stop signs, as trees will probably need to be
126 taken down. However, they have discussed all of the changes already and they will have to
127 educate the public on the changes.

128
129 Chairman Croteau asked if Chief Perriello supports the changes if they put thought into
130 removing trees and changing the signage. Chief Perriello agreed.

131
132 Ms. Abare thanked Mr. Lambert and Chief Perriello for coming in. She also agreed that it will be
133 a challenge to educate the public and make them aware of the changes, especially dump trucks
134 with large loads.

135
136 Ms. Takesian asked if they put stop signs on Hayden Road. Chief Perriello explained that they
137 did not put stop signs but they installed blinking speed limit signs and they have been working to
138 help deter speeding. Ms. Takesian asked how they would mitigate the problem with the trees in

139 in the intersection, and stated it is not as simple as putting in stop signs, but they will need to
140 clear the trees as well now. Mr. Lambert noted there would be an advanced warning sign for the
141 stop signs on the road so people are aware of the changes.

142

143 Ms. Corbett suggested installing rumble strips or something that will audibly get a driver's
144 attention who is not used to having the stop signs there and may ignore the signs. Mr. Lambert
145 explained that rumble strips are tough in a residential neighborhood as they get a lot of
146 complaints, but if the Town is in support of it they can do it.

147

148 Mr. Bergeron agreed with the concerns expressed by the rest of the Board and Chief Perriello,
149 but noted if they do install the additional stop signs they can always remove them if they are not
150 working. Mr. Lambert agreed with this, and noted other Towns discussed removing the signs if
151 they did not work but they have not had to take any out yet.

152

153 Chairman Croteau stated that it seems like installing a four-way stop is the only viable option
154 until they can find a more permanent solution if necessary. Chief Perriello noted they can
155 continue to conduct the traffic study as well before they install the signs and after so they can see
156 if there is an improvement. Mr. Lambert agreed with this as well.

157

158 Ms. Takesian asked if there was alternative way to install a roundabout rather than the cement
159 ones they have now. Mr. Lambert stated that there have been discussions on alternate
160 intersection projects, and there are mini roundabouts, but they do not always work properly and
161 are difficult for trucks and bigger vehicles to navigate.

162

163 Ms. Abare stated she is in favor of pushing forward for a ten-year plan and conducting another
164 study in the area to see what their best options are. She is hoping they can push this project up
165 and have it done sooner. The rest of the Board agreed with this.

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168 **Brian Johnson, Hobbs Community Center Director: Seeking approval to serve alcohol on**
169 **Town property at the Hobbs Community Center for a senior event.**

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171 Mr. Johnson stated they are looking to serve sangria at a Cinco de Mayo luncheon from 12:00 to
172 2:00 pm.

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174 Chairman Croteau asked Town Administrator Roark if going forward Mr. Johnson can get a
175 signature from him when asking for a one-day liquor license instead of having to come before
176 the Board. Town Administrator Roark stated they could abdicate it to himself, but he will still
177 need approval every time. He suggested since it is just a few times per year it may be best if he
178 just comes before the Board so they can keep up with what is going on over there.

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180 **MOTION:** (Abare/Takesian) To approve the Hobbs Community Center to serve alcohol on
181 Town property for a one-day senior event.

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

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Jim Hoffman, Highway Director: Paving bid recommendations

Mr. Hoffman stated that he is recommending the Town goes with Continental Paving because their price was the cheapest and they did an excellent job last year.

Ms. Abare thanked Mr. Hoffman for getting the bids lined up and stated that she trusts his pick regardless of a cheaper price.

MOTION: (Abare/Corbett) To approve Continental Paving’s bid for paving for the Town.

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

Tammy Penny, Finance Director: Allocation of American Rescue Plan Act of 2021 (ARPA) Funds

Ms. Penny noted that although the Board came to a consensus last meeting on where they wanted to allocate ARPA funds to, there were no motions made. She provided the Board with a presentation showing where they said they wanted to spend the money.

Ms. Abare stated that due to the discussion earlier in the meeting with a resident who stated the ARPA funds were unconstitutional, she will not be voting on the allocation of the ARPA funds.

Ms. Penny explained that when a municipality is awarded ARPA funds they have to accept them under a certain category, and Pelham accepted them under the 6.1 Government Services category and there are not a lot of restrictions for this category. However, some categories do have stricter restrictions.

Mr. Bergeron asked if taxpayers had already paid taxes on this money that was awarded to the Town. Ms. Penny confirmed that and noted if they choose to give the money back it will just be awarded to another Town anyways. Mr. Bergeron explained that if they can use this money to help alleviate a tax increase in the future, he thinks they should use these funds for necessary projects. Chairman Croteau agreed.

Ms. Penny read off the projects the Board wanted to allocate ARPA funds towards so they can vote on them officially. The first project is the Senior Center’s furnace replacement for \$6,780.00.

MOTION: (Corbett/Bergeron) To allocate \$6,780.00 in ARPA funding for the Senior Center’s furnace replacement.

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

The next project is a new generator for the Transfer Station.

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MOTION: (Corbett/Bergeron) To allocate \$13,631.00 in ARPA funding for the Transfer Station’s generator.

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

The next project is the MS4 stormwater structure for \$38,000.00.

MOTION: (Corbett/Takesian) To allocate \$38,000.00 in ARPA funding for the MS4 stormwater structure.

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

The next project is paving in front of the fire station for \$5,800.00.

MOTION: (Corbett/Takesian) To allocate \$5,800.00 in ARPA funding for paving in front of the fire station.

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

The next project is the library elevator upgrade for \$19,800.00.

MOTION: (Corbett/Bergeron) To allocate \$19,800.00 in ARPA funding for the elevator upgrade at the library.

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

The next project is replacing the carpet at the police station for \$14,987.00.

MOTION: (Takesian/Corbett) To allocate \$14,987.00 in ARPA funding for replacing the carpet at the police station.

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

The last item is paving the Lyon’s Park basketball court for an estimation of \$50,000.00. Chairman Croteau suggested removing that and saving the money for now. Ms. Takesian noted they should get a more accurate quote before voting on this. Town Administrator Roark stated he will talk to Mr. Johnson about getting a quote.

Ms. Penny stated they still have to allocate an estimate of \$348,530.94 by the end of the year.

276 Ms. Takesian stated she would like to add the columbarium project at the cemetery to the
277 allocated funds. She stated she would like to put a place holder of \$60,000.00 for this project, as
278 they have already purchased the building they need to hold the niches, but they still need to
279 conduct site work. They are unsure of the total cost right now. Ms. Takeisan noted she thinks it
280 will be less than \$60,000.00. She also explained that the Town gets money when spots in the
281 columbarium are sold, so there is a return on the investment. Chairman Croteau asked how many
282 urns can fit in the building. Ms. Takeisan stated there are 288 niches in the building, and each
283 niche can hold up to four urns. Chairman Croteau asked how much it costs to purchase a niche.
284 Ms. Takeisan explained that they usually go for \$1,500.00 and the Town would get 40% of the
285 sale to help offset tax revenue and 60% goes into the cemetery trust fund. She noted they already
286 took \$55,000.00 out of the trust fund to purchase the building.

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288 **MOTION:** (Takesian/Corbett) To allocate up to \$60,000.00 in ARPA funding for a
289 columbarium at the cemetery.

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

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294 Ms. Penny stated they now have \$288,531.00 remaining to be allocated.

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296 Ms. Abare thanked Ms. Penny for all of her work.

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298 Ms. Takeisan stated that although she agrees with Ms. Abare and the resident who spoke about
299 the ARPA funds being unconstitutional, at the end of the day the money has to come from
300 somewhere and will have a tax impact either way.

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303 **DISCUSSION**

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305 Ms. Abare stated she would like the Board to start reviewing two to three ordinances per meeting
306 so they can start cleaning them up and getting them updated on the Town's website.

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308 Town Administrator Roark stated that ordinances have been neglected in Town for a long time,
309 and they are very unorganized. He thinks it is a good idea they start getting them organized,
310 making any necessary updates, and creating new ordinances if necessary. He suggested they start
311 adding them to the meetings when the agenda is not too full. Chairman Croteau suggested that
312 they each pick a few ordinances to focus on and update, and then they can bring them before the
313 Board to be discussed and voted on. Mr. Bergeron asked if they have to hold two public hearings
314 before making any changes to an ordinance. Town Administrator Roark stated they do have to
315 hold a public hearing.

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317 The Board agreed to discuss this again in the near future.

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320 **SELECTMEN AND TOWN ADMINISTRATOR REPORTS**

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322 **Ms. Abare** stated that she received correspondence from an employee at NHDES that they
323 approved the permit after action permit so they can close this and not assume any more expenses
324 with engineering to fix the wetlands violation near Gumpass. She was also contacted by residents
325 who are going to lose a piece of their property when the Old Bridge Street bridge box culvert is
326 installed. She thanked Lieutenant Ignatowicz for repairing the manifold on one of the trucks. She
327 also thanked the Police and Fire departments.

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

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331 **Chairman Croteau** stated that opening day for baseball is on May 4, 2024 at 9:00 am at
332 Muldoon Park. He noted that Ms. Abare is giving them a spot in the newspaper about opening
333 day. He also thanked the first responders in Town.

334

335 **Ms. Takesian** seconded Chairman Croteau and reported that they have taken 1 ton out of the
336 Town's trash to be composted instead.

337

338 **Ms. Corbett** thanked the first responders as well. She also reported that the Budget Committee is
339 now up and running. Greg Smith is the Chair, Brett Gagnon is the Vice Chair and Deb Ryan is
340 continuing as secretary. They will soon be filling the two vacant seats on the Board as well.

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

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345 **REQUEST FOR NON-PUBLIC SESSION**

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347 **MOTION:** (Corbett/Bergeron) Request for non-public session per RSA 91-A: 3, II (a)

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349 **ROLLCALL VOTE:**

350

351 Selectman Bergeron– Yes

352 Selectman Corbett– Yes

353 Chairman Croteau– Yes

354 Selectman Takesian – Yes

355 Selectman Abare – Yes

356

357 (5-0-0) The motion carried.

358

359 It was noted that when the Board returned, after the non-public session, the Board would not take
360 any other action publicly, except to seal the minutes of the non-public session and to adjourn the
361 meeting. The Board entered a non-public session at approximately 8:06 p.m.

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364 **ADJOURNMENT**

365

366 Respectfully submitted,

367

368 Makayla Clougherty