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**APPROVED**  
**TOWN OF PELHAM**  
**BOARD OF SELECTMEN - MEETING MINUTES**  
**April 23, 2019**  
APPROVED – May 7, 2019

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**CALL TO ORDER** - approximately 6:30PM

PRESENT: Mr. William McDevitt, Mr. Hal Lynde, Mr. Doug Viger, Ms. Heather Forde,  
Mr. Kevin Cote, Town Administrator Brian McCarthy

ABSENT: None

**PLEDGE OF ALLEGIANCE**

**MINUTES REVIEW**

**April 2, 2019:**

**MOTION:** (Viger/Lynde) To approve the April 2, 2019 meeting minutes as amended.

**VOTE:** (4-0-1) The motion carried. Ms. Forde abstained.

**April 9, 2019:**

**MOTION:** (Cote/Forde) To approve the April 9, 2019 meeting minutes as amended.

**VOTE:** (4-0-1) The motion carried. Mr. Viger abstained.

**ANNOUNCEMENT Public Hearing: Tuesday May 7th, 2019 at 7:00 PM in Sherburne Hall in Pelham Town Hall, 6 Village Green, Pelham, NH for discussion of conditions within a study area on Mammoth Road bounded by its intersections with Marsh Road and Sherburne Road.**

***LOCAL CONCERNS MEETING related to the Mammoth Road Intersection Improvement Project, Pelham, New Hampshire, State Project Number: 41751***

*The Public and interested parties are invited to attend a **Local Concerns Meeting** at the Pelham Board of Selectmen meeting to be held on **Tuesday May 7th, 2019 at 7:00 PM in Sherburne Hall in Pelham Town Hall, 6 Village Green, Pelham, NH** for discussion of conditions within a study area on Mammoth Road bounded by its intersections with Marsh Road and Sherburne Road. This project is funded through a Federal Congestion Mitigation and Air Quality (CMAQ) grant and Town funds already appropriated by Pelham voters.*

*The intent of the meeting is to collect input from the public, municipal officials, resource agencies, and abutting property owners on their ideas and concerns relative to the existing conditions within the project area and the issues to be resolved. The Town's consultant, VHB, will be presenting information including the proposed project schedule and collecting input from the attendees.*

*Contact Pelham Planning Department at 603-635-7811 with questions.*

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**OPEN FORUM**

No one came forward.

**APPOINTMENT(S)**

**Fire Chief James Midgley: FD grant application.**

Chief Midgley stated the Police and Fire Departments previously notified the Board that they would be working on a joint project ‘EMS in a Warm Zone’. The program consists of an integrated tactical group of the Fire Department working with assigned Police Officers if there were to be an active shooter incident. This is mainly geared and focused toward the school district but is applicable to anyplace. Over the last year the Police and Fire Departments have been working toward how the plan would execute. The plan is substantial, and one EMS officer had already been sent to a week-long tactical training. Officers in the Police Department have gone through the awareness training and were working up toward the operations level. In mid-June both departments will be performing an exercise that encompasses working together to practice the tactics. Along with the program the departments have worked with the State and will be eligible for a series of grants. At present they’ve applied and been approved for a standard grant (of \$6,000) toward equipment. There will be opportunities to regain some of their funds expended for personnel costs. The State has been and will continue to guide the departments through the evolving process. Chief Midgley noted later in the year they would work with the Department of Safety to get more grant funding for table top exercises. He commented that the State had come down and met with the departments to work through all the processes.

Chief Midgley told the Board he would leave the paperwork for the Board to sign if they chose to accept the \$6,000 grant (for equipment). At this time the Selectmen had no questions. Mr. McDevitt asked that the application be left for the Board for signature.

**MOTION:** (Lynde/Forde) To accept the Homeland Security Grant Program Award - EMS Warm Zone Equipment in the amount of \$6,000.

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

**MOTION:** (Viger/Forde) To authorize Town Administrator McCarthy to sign the grant application (specified in previous motion).

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

**Ken Stanvich & Renee Hopkinson: Applicants for the Conservation Commission (1 Permanent & 1 alternate).**

Mr. Stanvich told the Board he was a current member of the Conservation Commission. He had started as an alternate and taken over a prior permanent member’s term. He was now seeking appointment as a permanent member. He discussed his reasons for seeking appointment and stated he would like to continue making contributions to the Town.

Ms. Hopkinson was not present.

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84 Mr. McDevitt asked the Board if they would like to make an appointment or wait to do so.  
85

**MOTION:** (Cote/Lynde) To appoint Ken Stanvich to a full-time position on the Conservation Commission.

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

86  
87 Mr. Viger asked Mr. McCarthy to contact Ms. Hopkinson and let her know there was still an alternate  
88 position available.

89  
90 **Paul Gagnon, Phillip Sawin & Eileen Duarte: Applicants for the Forestry Committee (1**  
91 **permanent/no alternates).**

92  
93 Mr. Gagnon came forward seeking reappointment to the Forestry Committee. He learned the  
94 committee wasn't allowed to have alternate members but told the Board members of the public and  
95 other volunteers regularly attend the meetings. Mr. Lynde asked if the public had a meaningful role in  
96 the meeting process. Mr. Gagnon answered yes; the public had a voice but only members would be  
97 allowed to vote. He said the Chair was open to input. Mr. McDevitt didn't know why the Statute didn't  
98 allow for alternates on the Forestry Committee. Mr. Lynde replied every other year the New Hampshire  
99 Municipal Association creates a priority list. He said he could bring up this point.

100  
101 Mr. Sawin told the Board he had just retired after twenty-two years of active duty and moved back to  
102 the area. During active duty he spent twelve years in Alaska as part of base wildlife taking care of  
103 animals and forestry. He's been out for 8-9 months and missed the volunteer work.

104  
105 Ms. Duarte discussed her interest in becoming involved with the community and helping to preserve  
106 the forest.

107  
108 Mr. Lynde made a motion to re-appoint Mr. Gagnon to a three-year term. Mr. Viger seconded. Mr.  
109 McDevitt told the other applicants that the Town is always looking for volunteers. He said he had an  
110 on-line conversation with the Forestry Chair to inquire what else volunteers could do. There is a trail  
111 adoption program people were invited to get involved with. The Forestry Committee meetings are open  
112 to the public and people are encouraged to attend.

113  
**MOTION:** (Lynde/Viger)To appoint Paul Gagnon to continue as a member of the Forestry  
Committee for three years.

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

114  
115 Everyone was thanked for coming forward and showing interest in the committees.

116  
117 **Donald Smith, Richard Jensen, Bill Scanzani, William White, Edwin Vieweg, Nate Boutwell, Paul**  
118 **Leonard & Tim Zelonis: Applicants for the Water Commissioners (5 permanent/no alternates).**

119  
120 Mr. McDevitt stated the March 2019 Town Meeting passed a warrant article authorizing the formation  
121 of a water district commission of five members. There are no alternate positions. He noted there were  
122 two applicants that could not attend the meeting and recommended the Board not take action until they  
123 were able to hear from those two applicants.

124  
125 Mr. Smith came forward to discuss his reasons for applying. He stated he was an Environmental PE  
126 with twenty-five years of experience; a majority of which was site (ground water) remediation. He felt

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127 his experience would be helpful to the Town. Mr. Lynde said one of the challenges for the committee  
128 would be to get people who would benefit from water hook-up to commit to it. He wanted to know  
129 what the approach would be to do so. Mr. Smith believed it depended on the magnitude of the impact  
130 and type of system and felt honesty would be the best policy.

131

132 Mr. McDevitt believed the applicants were provided with a copy of the Statutes and said if they had  
133 questions to contact Mr. McCarthy. He noted the Town had zero experience with a water district;  
134 everyone would learn information together. Mr. Cote understood the article was voted on and asked if  
135 a dollar figure had been appropriated. Mr. McDevitt replied no money had been appropriated. He  
136 explained any money involved would be paid for by the people in the district and the Water  
137 Commissioners would decide what amount it would be. Mr. Cote understood it would be funded by  
138 the people living in the Bridge Street and Marsh Street district. Mr. McDevitt replied funding for the  
139 water district would be paid by residents within the district; there are things in the Statute that indicate  
140 there may be items contained in the Town's budget that are offset by fees to residents living in the  
141 district. He noted the bridges provide a general benefit therefore they are paid for by everybody. Mr.  
142 Cote wanted to know if the project was going to go down Bridge Street and Marsh Street if the residents  
143 in that area would pay for it anyway. Mr. McDevitt said they would if they approve it. Mr. Lynde  
144 believed if they asked the whole Town to fund (a water district) it would fail because the whole Town  
145 wouldn't benefit from it. He said the concept was to create a water district and those who fall within  
146 the district would be the ones who pay for it. The task of the commission was to get the 'buy in' of the  
147 residents and create a voting mechanism for approval. Mr. Lynde felt the Town's role was to help  
148 apply for grants, but all the heavy work would need to be done by the members of the commission.

149

150 Mr. Jensen came forward and told the Board he was interested in the process of ensuring they properly  
151 apply for all the grants etc. that are needed so the burden isn't with those living in the water district.  
152 Mr. Cote asked if he had experience in seeking grants. Mr. Jensen replied he could ask questions from  
153 people he knew and get forms. He said he works with municipalities and had access to forms.

154

155 Mr. Scanzani discussed his reason for applying to be a commissioner. He stated he had been on the  
156 Planning Board for twenty-five years and wrote the water aquifer protection ordinance that was  
157 currently in effect to protect the underground water supply in Pelham. He noted that the MTBE Fund  
158 (in Concord) was currently being spent on things other than to fix MTBE problems. He noted Berlin  
159 was recently approved for water and sewage lines. The fund is also being used to pump water from  
160 Manchester to other surrounding communities, not Pelham. Mr. Scanzani stated the MTBE problem  
161 started in Pelham, and there were still two areas effected and nothing was being done to safeguard  
162 solving the problem. Based on his experience he felt he could bring a lot to the table. He felt to get  
163 people involved they would need to survey people within the district. He believed Pelham should go  
164 after the State for funding to pump water into the (targeted) areas. He was interested in helping the  
165 process. With the Liberty Utilities project going down Route 38, he put together a survey for his  
166 neighbors to see who would be interested in tying into the gas line. He said if enough people were  
167 interested, they may receive a discounted rate for lines. He pointed out there needed to be organization  
168 and thought in the process, the same as was needed for the water district. He reiterated that the Town  
169 should seek funding from the State. He believed the State had set a precedent for using the MTBE fund  
170 for projects outside its purpose.

171

172 Mr. White is new to Town and interested in becoming involved with the community. He said he had  
173 done a lot of research on the settlement that went up to the Supreme court involving the New Hampshire  
174 ground water and drinking water trust fund. He agreed with Mr. Scanzani's statements that everyone  
175 could benefit from extending the water mains to mitigate the MTBE issue and to raise the infrastructure  
176 level of the Town. Mr. White has a background in project management and business analysis that he  
177 believed had direct application to the position. He agreed with getting affected people involved. He

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178 would use gathered data to make sound decisions. His first career was a Naval officer on active duty.  
179 He said he learned a lot about accountability, transparency, teamwork and collaboration. Mr. Cote  
180 asked for Mr. White's military rank. Mr. White replied he was a Lieutenant.

181

182 Mr. Vieweg spoke about his interest in being appointed as a commissioner. He said he had thirty-six  
183 years of experience in the water field. He was interested in using his skill and experience to help the  
184 Town. He explained his numerous licensing with New Hampshire and Massachusetts and the facilities  
185 he helped bring on line. He wanted to become more involved with the Town and the field interested  
186 him. Mr. Lynde asked what his role was in the small water systems. Mr. Vieweg replied he was an  
187 operator and explained his duties.

188

189 Mr. Boutwell came forward and discussed his interest in being appointed to the commission. He stated  
190 that he was currently the Cemetery Trustees Chairman and had been on that board for approximately  
191 ten years and was also a member of the Pelham Economic Development committee. He said he was a  
192 property owner on Route 38 and involved in real estate and development and saw the need for a water  
193 infrastructure. He felt the infrastructure would give the Town the ability to maximize properties and  
194 provide a better ability to draw in businesses. Mr. Boutwell explained that he had been in the excavation  
195 business and had familiarity with water line installation. The most recent project was a 750ft / 12-inch  
196 water main on Industrial Drive (Pelham) that serviced two properties with contaminated wells. During  
197 that project he worked together with District 5 of the Department of Transportation. Mr. Boutwell  
198 spoke about the concerns for water contamination and felt having a district would add value to  
199 properties. He said Route 38 had been stagnant with bringing in new businesses. He's met with over  
200 thirty-five business and land owners on Route 38 getting letters of interest; people can't wait to see  
201 water come down the road. He spoke about the benefits of having water. He was passionate about  
202 being involved because he saw a great benefit to the Town and wanted to see it be more sustainable  
203 with the current businesses. Mr. Lynde wanted to know the selling point for those on Marsh Road. Mr.  
204 Boutwell replied he hadn't reviewed Marsh Road yet but would. He believed it would be a harder 'sell'  
205 from a residential standpoint.

206

207 Mr. Leonard spoke about a letter writing campaign and found the potential benefits interesting to see.  
208 For disclosure, he stated his family owned business parcels along Route 38. He felt exploring a water  
209 district could change the face of the Town's business district without turning it into Route 28 in Salem,  
210 NH. Mr. Leonard discussed his experience and commented about being a former Selectmen during the  
211 Sherburne Road water questions and survey. He believed the Town had some good learning during  
212 that experience. He said there would be a lot of fact finding, analysis, information gathering and  
213 organizing to start with so they could give a complete presentation to those on Route 38 and Marsh  
214 Road. He said there may be a two-prong approach. Mr. Leonard felt it was an opportunity to 'peel  
215 back the onion' and gather facts.

216

217 Mr. Leonard wanted to know what 'success' looked like in the Board's mind. Mr. Viger replied the  
218 appointment to the committee came from the Selectmen, but the committee would create its own destiny  
219 in the district. The committee would have to research funding, settle on a price and determine how to  
220 pay for it. Mr. McDevitt believed one of two things would come out of the committee, either they  
221 would have water, or they would know why they didn't. He said they might be able to identify hurdles  
222 that could be overcome in the future.

223

224 Mr. Cote asked if the water commission would oversee other water districts that may come forward in  
225 the future. Mr. McDevitt replied the water district would be the geography outlined on the map; it was  
226 very specific.

227

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228 Mr. Zelonis came forward and told the Board that he had lived in Town for approximately seventy-one  
229 years and had owned/operated an excavating company for approximately forty-five years. He currently  
230 served (and has for 33 years) as Pelham's Electrical Inspector and also served on the Cemetery's Board  
231 of Trustees. He summarized the licenses he currently holds. He said he would like to offer his  
232 knowledge and expertise in the construction field. Mr. Zelonis saw the need and hope for expansion  
233 along Route 38 for businesses. In the past he worked with Southern New Hampshire Water during the  
234 Sawmill Road issue. Since then he's worked with Pennichuck Water in relation to installations.

235

236 Mr. McDevitt stated there were two additional people to be interviewed during the Board's next  
237 meeting in two weeks. He asked if the Board wanted to make appointments after that meeting. Mr.  
238 Lynde said he couldn't decide until he saw each applicant and had an opportunity to weigh the  
239 information he heard. Mr. McDevitt thanked the applicants and said the Board would inform when  
240 appointments would be made.

241

242 **Jeff Gowan: Discussion ref. an environmental consultant for the MS-4 program.**

243

244 Planning Director Jeff Gowan came forward with Lorilee Mather and Michael Penney of Geo Insight.  
245 He discussed the Municipal Separate Storm Sewer System ('MS-4') program and the associated costs.  
246 He told the Board that he verified Geo Insight's references and sent the draft contract to Town Counsel.  
247 He said Town Counsel reviewed and 'red-lined' the contract; Geo Insight had no issues with Town  
248 Counsel's proposed amendments. Mr. Gowan stated he was establishing a Storm Water Stakeholder  
249 Group consisting of a representative and alternate of the Conservation Commission, Forestry  
250 Committee, Public Works Department, Parks and Recreation, Little Island Pond Water Shed  
251 Association, Gumpas Pond Association, Pelham Fish & Game and Nashua Regional Planning  
252 Commission. He hoped for a representative and alternate from the Board of Selectmen. The kick-off  
253 stakeholder meeting will be held in the coming week with the goal of mapping out the 2019 MS-4  
254 deadlines and plan for the coming years. The next progress update will be in late June/early July.

255

256 Mr. Lynde understood there were key dates and wanted to know if they would be met. Mr. Penney  
257 replied the dates were a little tight, but not bad. He said the information needed was straight forward;  
258 the more the Town takes on under Geo Insight's guidance, the more funding can be saved. He didn't  
259 see an issue with the upcoming deadline.

260

261 Mr. McDevitt inquired what initial items would be done when Geo Insight came to Pelham. Mr. Penney  
262 replied they had already started by reviewing the Town's information. Mr. McDevitt asked if there  
263 was field work involved. Mr. Penney said a lot of the program was prescriptive/administrative. There  
264 were a lot of things that must be written about and the Environmental Protection Agency ('EPA') wants  
265 to see the subject matter included. If there were things that needed further detail, Geo Insight will either  
266 get information from the Town or physically visit the location.

267

268 Ms. Forde questioned if a public meeting date had been set. Mr. Gowan believed there would be public  
269 engagement and hoped there would be a couple public-at-large members involved with the  
270 Stakeholder's group. He said anyone interested in water quality and management would be welcome.  
271 He explained a lot of the work had been last year and now that work would be evaluated. He felt the  
272 EPA made the process unnecessarily complex. He said with Geo Insight's guidance he was confident  
273 Pelham would have a work product that meets the obligations. He noted there were two major deadlines  
274 this year: 1) Stormwater Management Plan due June 30<sup>th</sup>, and 2) other permitting obligations due  
275 September 30<sup>th</sup>. He believed they had an adequate budget for the process and would come back in front  
276 of the Board during budget review to encumber what they hadn't spent so it could roll into the next  
277 budget.

278

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279 Mr. McDevitt stated they need to let the Selectmen know if they encounter any difficulties. Mr. Gowan  
280 said he would do so.

281

282 Mr. Lynde asked if Mr. Gowan had reached out to the other groups and wanted to know when they  
283 would all come together. Mr. Gowan stated he had reached out and already received some responses.  
284 Mr. Lynde wanted to know how 'key' the group meeting was for the process to begin. Mr. Penney  
285 replied the meeting could start in parallel to the process; however, they would like a document that  
286 incorporated as much of the Town's input as possible. Mr. Gowan hoped to have the initial meeting  
287 next week. He noted they could always add to the group.

288

289 Mr. McDevitt questioned if there would be requirements imposed on businesses that they were unaware  
290 of at this point and if so, how will they be acquainted with those requirements. Mr. Gowan understood  
291 there would be requirements for both businesses and possibly private residences. There are anticipated  
292 regulation/ordinance changes that will need to be amended that Mr. Gowan believed may be put forth  
293 as soon as the 2020 ballot.

294

295 Mr. Cote wanted to know if the Stakeholder group would be a permanent thing going forward. Mr.  
296 Gowan replied the project was ongoing; therefore, the Town representation (Department heads and  
297 various boards) wouldn't cease and hoped the public involvement would continue. He noted there  
298 would be a lot of public outreach to the community during the first year. Mr. McDevitt asked if Mr.  
299 Gowan was looking to appoint people or if people were invited to attend the meetings. Mr. Gowan  
300 wasn't looking for appointments. He said it was a group that would be involved and provide input to  
301 the Town's efforts. He said if they had difficulty getting people he would come back to the Board.

302

303 Mr. Gowan asked the Board to consider authorizing Mr. McCarthy to sign the contract with Geo Insight.  
304 Mr. Viger made the motion. Ms. Forde seconded. Mr. Lynde questioned how items were handled that  
305 required funding outside the (specified) contract price. Mr. Penney replied they could handle it how  
306 ever the Town wanted to, either by work order, change order etc.

307

308 Mr. McCarthy stated he wanted a change order process, so no work gets done unless its discussed  
309 between himself, Mr. Gowan or the Selectmen and Geo Insight. Mr. Penney understood work would  
310 be pre-approved in advance. Mr. McCarthy asked if Geo Insight would be doing any work in 2019.  
311 Mr. Penney replied the work began immediately. Mr. McDevitt noted if Mr. Gowan saw there was an  
312 over-expenditure he should come back to the Selectmen. Mr. Gowan said if there were items that fell  
313 outside the scope he would speak with Mr. McCarthy. Mr. McCarthy outlined the change order process.

314

**MOTION:** (Viger/Forde) For the Town of Pelham to enter into a contract through the year 2020  
with Geo Insight for an amount not to exceed \$20,800.

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

315

316

**MOTION:** (Lynde/Forde) To appoint Town Administrator McCarthy to sign the contract on  
behalf of the Board of Selectmen.

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

317

318

**DISCUSSION**

319

320

**Update on the Helgemoe Barn (corner of Route 38 and Hobbs Road)**

321

322 Mr. McCarthy provided the Board with a letter from the Town's Building Inspector (Roland Soucy)  
323 and a quote from a company performing work on the property. The letter indicates that Mr. Soucy is  
324 comfortable with the company selected to make repairs to the barn and will work closely with that  
325 company. He stated Town Counsel created a detailed schedule for the stages of repair. The goal is to  
326 make the structure safe and no longer a hazard. A building permit application will be submitted by  
327 May 1<sup>st</sup> for work to commence May 20<sup>th</sup>. A copy of the schedule was sent to and accepted by Mr.  
328 Helgemoe's attorney. If those milestones are not met, the Town will move forward to remove the  
329 structure as prescribed in RSA 155-B.

330

331 Mr. Viger noted that the Board had multiple discussions in non-public and questioned if they had ever  
332 had a public discussion as to why they were at this point. Mr. McDevitt answered yes; it was not 'non-  
333 public' anymore. He asked Mr. McCarthy what had happened to the previous court order that indicated  
334 the barn had to be taken down. Mr. McCarthy replied there was one court order that had been served.  
335 Since the time the order was served the Town had been working with Mr. Helgamoe's attorney to have  
336 the hazard problem solved (by the owner). He said the owner was amenable to working toward  
337 resolution. He reiterated the goal of making the barn safe so the order (per RSA 155-B) can be lifted.

338

339 Mr. McDevitt questioned if the \$27,500 cost would be paid by Mr. Helgamoe. Mr. McCarthy answered  
340 yes; the Town wasn't paying anything.

341

342 Mr. Cote understood the goal was only to make the building safe. Mr. McCarthy said through  
343 conversation, he learned that the owner's goal was to renovate and restore the barn. He said the Town's  
344 concern was removing the hazard. The proposal was the first step in doing so.

345

346 Mr. McDevitt asked that the Selectmen be periodically updated.

347

348 **Draft Tree and Bench Dedication policy.**

349

350 Mr. McDevitt said the draft was set to go except for minor changes. He said as originally proposed it  
351 specified trees and benches but didn't allow (on page one) for anything else (i.e. stone plaques already  
352 in place). He added a proposed sentence to include other types of memorials (as contained in the draft  
353 version provided to the Board). He hoped the Board would consider adopting the policy.

354

355 Ms. Forde offered a small amendment. There was no objection to the amendments proposed. Mr.  
356 Viger made a motion to approve the policy and Ms. Forde seconded.

357

**MOTION:** (Viger/Forde) To approve the Town of Pelham Tree and Bench Dedication Policy  
as amended April 23, 2019.

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

358

359 **The creation of BOS bylaws.**

360

361 Mr. Cote stated he created a draft and hoped the Board would continue discussions over the next couple  
362 months.

363

364 Mr. Viger read the document and stated he had no interest in establishing bylaws for the Board of  
365 Selectmen. He stated when he took his oath, he did so with the Constitution of New Hampshire which  
366 is set by Statutes that are regulated. He said typically bylaws are to box people in and keep arguments  
367 from happening on the board. He didn't want to 'handcuff' any future boards with bylaws that the  
368 current Board creates.



369

370 Mr. McDevitt stated he gave a lot of thought to the proposal and didn't think the Board needed them.  
371 He said the current Board had probably had approximately sixty-five years of meetings represented and  
372 they never needed bylaws. He said they relied on the Constitution of the United States, the Constitution  
373 of New Hampshire that they took an oath to follow, which includes the New Hampshire Statutes. They  
374 relied on things that Town Meeting passes. Also, he said the thing that had governed the Board had  
375 been civility and mutual respect. Mr. McDevitt said he appreciated the work Mr. Cote had done. Mr.  
376 Viger also stated his appreciation for Mr. Cote's work. Mr. McDevitt said after Mr. Cote's first term  
377 and watching the Selectmen work, if he wanted to bring the subject forward again, he could do so.

378

379 Mr. Lynde said he agreed with Mr. McDevitt and Mr. Viger. The only time he saw a problem was in  
380 the past they had a new member who was independently doing things without approval. He stated  
381 people can't do things on their own unless they have approval of the Board. He was in his thirty second  
382 year and agreed that the Board needed to continue with civility and respect.

383

384 Mr. Cote explained that the original purpose was to figure out the position, and because he'd been asked  
385 by people what the Selectmen do. He said the intent was to put together a living document that wouldn't  
386 bind anyone but include the different RSAs that the Board had to follow. Mr. McDevitt believed the  
387 New Hampshire Municipal Association agree that its difficult to 'pin down' what selectmen do. He  
388 said they were required to 'manage the prudential affairs of the town'.

389

390 **1st quarter budget & expenditure report review.**

391

392 Prior to the meeting Mr. McCarthy provided the Board with a breakdown of the Town's expenses in  
393 the first quarter. He felt everyone had done a great job managing their budgets. He was happy to report  
394 they had only expended 20.32% of the budget in the first quarter. He hoped to be lower in the next  
395 quarter.

396

397 Mr. Lynde saw there was a line for abatements. He said the budget had a line for abatements, but it  
398 wasn't in the operating budget. He believed the 'overlay' covered those abatements. Mr. McCarthy  
399 replied the Treasurer could explain why the report was set up in that manner.

400

401 There were no revenues outlined. Mr. Lynde noted he hadn't yet received the 2018 end of year final  
402 report. Mr. McCarthy said it hadn't been completed because he had some questions regarding some of  
403 the calculations in AccuFund. He didn't feel the number was accurate. He told the Board that a meeting  
404 with AccuFund had been scheduled.

405

406 **Discussion on the purchase of a glass crusher.**

407

408 Mr. McDevitt reported he received a phone call from Highway Road Agent Frank Ferreira indicating  
409 that the photo (of a crusher) he forwarded wouldn't work because they needed a crusher that could be  
410 loaded by a front-end loader or bobcat. He wanted to keep the 'glass crusher' item on the Board's  
411 radar. Mr. McDevitt said he learned that the disposal contract went through November 2022, so they  
412 had some time. He said everyone he spoke to indicated the Town would get hit (with expenses) once  
413 the contract ended.

414

415 Mr. Viger was disappointed in Mr. Ferreira because two years ago he was asked to make a glass crusher  
416 a priority, but he never came back to the Board with any real information. He commented that the  
417 Town was running out of time and wanted to make sure it remained a priority. Mr. Lynde understood  
418 that they were trying to get the (blueprint) drawings from the person who built the crusher previously  
419 owned by the Town. He said Mr. Ferreira had someone who would make the crusher if they had the

420 drawings. Mr. Lynde recalled that the previous glass crusher couldn't be loaded with a bobcat. Mr.  
421 McCarthy knew that Mr. Ferreira had contacted the original designer several times who continues to  
422 indicate they will provide the drawings. Mr. McDevitt stated there may be a nominal fee for the  
423 drawings; the person did the work they should get paid for it. Mr. McCarthy will have a further  
424 conversation with Mr. Ferreira.

425

426 Mr. Cote commented there were other companies that make machines. Mr. McCarthy replied there  
427 weren't a lot of machines that grind the material down (to a finite granular substance) so it can be used  
428 for multiple purposes.

429

430 Mr. Lynde said he would like to speak with the person who has the drawings. The other Board members  
431 had no objection. Mr. McCarthy said he would provide the contact information. Mr. Lynde felt they  
432 should consider going back to separation. Mr. McDevitt noted the current contract didn't require it.

433

434 **Update on the Highway building.**

435

436 Mr. McCarthy informed that Highway Agent Frank Ferreira and Town Engineer Steve Keach of Keach  
437 Nordstrom met and were currently working on the site work plans. The Building Inspector received  
438 plans from the Planning Department and would now work with Mr. Keach to lay out the exact location  
439 of the building. The parties are making progress and will meet in another two weeks.

440

441 Mr. Lynde asked if Mr. Keach had reviewed the plans, specifically the holding basins in the area trucks  
442 were washed down. Mr. McCarthy replied that was the information Mr. Keach was looking for that  
443 the Building Inspector had forwarded to him. Mr. Lynde asked if that part of the work would go out  
444 for bid. Mr. McCarthy replied everything would go out for bid.

445

446 **2019 BOS Committee assignments.**

447

448 Mr. McCarthy reviewed the last Selectmen meeting and created a list of who had been assigned to the  
449 various boards/committees. From that there were remaining items for the Board: Department Head  
450 Budget liaison, Pelham Highway/Transfer Building Committee, Liberty Utilities project. After a brief  
451 explanation the first two items were removed from the list. The Liberty Utilities item was removed and  
452 will be filled on an 'as needed' basis.

453

454 **TOWN ADMINISTRATOR / SELECTMEN REPORTS**

455

456 Mr. McCarthy reported he and Mr. Lynde met with Liberty Utilities to review the proposal for  
457 sidewalks in front of the schools. He said they had done a really good job and as a result the School  
458 Board was invited to participate in a meeting to be held May 8<sup>th</sup> at the SAU office to review the  
459 proposal. Mr. McCarthy said during their meeting they attempted and were not successful in having  
460 Liberty Utilities add a sidewalk up Willow Street.

461

462 Mr. Cote stated he had a meeting with a representative from Select Solar to gather information on the  
463 possibility of bringing solar panels to the Town buildings. He will have information for the next Board  
464 meeting. He contacted Highway Agent Frank Ferreira to discuss the cost analysis for having a Town  
465 trash pickup. Mr. Cote asked the Board for permission to set up an exploratory meeting for an  
466 agricultural commission on May 14<sup>th</sup> from 7pm-9pm at the Police Community room. There was no  
467 objection. Mr. Cote said he would make changes to the public announcement for Mr. McCarthy to  
468 post. Mr. McDevitt asked that he engage the Selectmen in the discussions regarding solar.

469

BOARD OF SELECTMEN MEETING/April 23, 2019

470 Ms. Forde reported that everyone involved with Fine Arts night did a fantastic job. She also reported  
471 that the Vietnam Moving Wall planning was going smoothly. They were still looking for volunteers  
472 and donations. She then stated on May 8<sup>th</sup> at Chunky's beginning at 6pm there will be a showing of  
473 'Communities and Consequences' a short film regarding development. Mr. McDevitt encouraged the  
474 Town boards and members of the public to watch the film.

475  
476  
477

**REQUEST FOR NON-PUBLIC SESSION**

**MOTION:** (Viger/Lynde) Request for a non-public session per RSA 91-A:3,II, c, d (Matters which, if discussed publicly, would affect adversely the reputation of any person; Consideration of acquisition, sale or lease of property)

**ROLL CALL:** Mr. Lynde-Yes; Mr. McDevitt-Yes; Mr. Viger-Yes; Ms. Forde-Yes; Mr. Cote-Yes

478 It was noted that when the Board returned, after the non-public session, the Board would not take any  
479 other action publicly, except to possibly seal the minutes of the non-public session and to adjourn the  
480 meeting. The Board entered a non-public session at approximately 8:45pm.  
481

**MOTION:** (Lynde/Cote)To leave non-public session.

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

482

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

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

483

484 The Board returned to public session at approximately 9:24pm.

485

486 **ADJOURNMENT**

487

488 The meeting was adjourned at approximately 9:26pm.

489

490

Respectfully submitted,  
Charity A. Landry  
Recording Secretary

491

492