

## BOARD OF SELECTMEN MEETING

March 29, 2022

### MINUTES

**PRESENT:** Shawn Talbot, Chair and Lou Alvarez  
Debbie Deaton, Town Administrator, Ron Stanley, Charles Howland, Bob Romeril

**Open Meeting** in the Town Office with the Pledge of Allegiance at 5:00

Shawn stated the first meeting was going to be non-public and asked Mr. Howland if it was acceptable to him to have the meeting in public.

#### **Warwick Mills Lease Renewal:**

Shawn opened the discussion stating the Board of Assessors reached out to the Board of Selectmen stating if a Town owned building was being leased by a private entity, it needs to be on the tax roles. Debbie gave Mr. Howland a copy of RSA 72:23, I (b)(1)(A) and a copy of the property tax card for building 2.

Shawn stated the current lease is \$1,000 per month and the new calculation for .20 per square foot for cold-storage or unconditioned space (approximately 16000 sf). Mr. Howland stated there are a lot of areas there is no access to because of construction debris, etc. He also stated he'd be surprised if they were even using 10,000 square feet because of all of the areas that can't be accessed. Shawn said doing the math, the new rent would come out to approximately \$3,200 per month. Mr. Howland said that seems out of line. He stated the space is basically unusable for any purpose due to the condition of the building.

Jason suggested the Board and Mr. Howland do a walk-through of the building so everyone could see how much space is actually being used and the condition of the building.

Mr. Howland added the renovation of the building came to a halt because of the results of the testing that was being done at the time. Warwick Mills had a need for storage and the Town had a building they couldn't use. So it worked for both parties.

Mr. Howland stated he thought a 25% increase would be fair and he did not think the rental fee should be in addition to paying the taxes on the building. The rent should cover the taxes and that's all. Debbie pointed out the assessed value on the building and the tax rate. Mr. Howland doesn't understand how the building could be valued at the amount listed on the card because of the condition of the building. He also mentioned the Town was the entity who stated the building was uninhabitable.

Lou asked if the construction debris was cleaned out, would the Mill make use of the additional space. Mr. Howland replied they would not.

Lou brought up the mold issue in the building and the liability of such. Jason pointed out Section 6 of the lease agreement which states the Mill is a tenant at risk and Mr. Howland agreed they assume all liability.

Mr. Howland informed the Board Warwick Mill has done no renovation, remediation, modifications or testing in the building. Ron Stanley stated there was a hole cut from the first floor to the second floor for access. Mr. Howland disagreed to the extent he was unaware of it if his people did cut a hole.

The Board and Mr. Howland agreed to a walk-through. This will take place on April 19<sup>th</sup> at 4:30pm. Debbie suggested calling M&N Assessing to see if they could also attend to verify the condition and assessment value of the building at the same time. The Board agreed. Mr. Howland left at 5:25.

#### **Old/New Business:**

##### **Town Administrator:**

Debbie informed the Board the landscaping contract was signed by Peter Goewey for 2022. Jason said the budget for landscaping is \$12,000 and the contract is for \$17,000. Shawn asked Debbie to look into where the additional money was coming from.

Debbie gave the Board information from the Treasurer relating to a deposit from the Landfill Capital Reserve of \$90,000. There are 3 remaining payments on the Bond for the Landfill and would like to pay off the bond with this money. There is no penalty for early payoff. Shawn stated we had already budgeted the \$38,000 payment for this year so that amount would be remaining. We will save approximately \$5,500 in interest if we pay it off this year as opposed to making the payments for the next 2 years. The result will be approximately \$20,000 in savings this year. Shawn stated if we pay it off this year, we won't have to budget approximately \$40,000 for the next 2 years. Jason made a motion to authorize the Treasurer to pay off the bond when the money is received from the Trustees of the Trusts. Lou seconded the motion and it passed unanimously. Debbie will inform the Treasurer this was approved.

**SVAS Memorandum of Understanding:**

Debbie received an email from SVAS stating she has no changes to the MOU that was approved last year and if the Board agrees, they can sign it. Shawn made a motion to authorize Debbie to sign the MOU. Lou seconded the motion and it passed unanimously. Debbie will send the signed copy to SVAS for their signatures.

**Road Weight Limits:**

Debbie informed the Board she mentioned the complaints about tri-axles on posted roads to the Department Heads at the staff meeting. The Police Chief and the Fire Chief stated the Town has to have an ordinance that include penalties or fines in order to enforce the weight limits. Shawn asked Debbie to consult with Peter to find out what the surrounding towns do and create an ordinance for the Board to sign.

**Ordinances:**

Debbie informed the Board she had re-typed all of the Town Ordinances in 2018 and submitted them to the Board of Selectmen. That Board wanted to look at all of the Ordinances to see if any needed to be changed or updated. This was never done and she would like it to happen this year so we can update the ordinances on the website.

Lou mentioned the Federal Government has changed the word "shall" to the word "must" in all of their documents and he thinks the Town should also do this. Debbie stated the State of New Hampshire RSA's have not changed this. Shawn added our department heads are already overwhelmed with their day to day duties and doesn't feel this is a priority.

Debbie also mentioned she received an email from Northeast Resource Recovery Association regarding compost bins and rain barrels. She would like to see if the Townspeople have any interest in purchasing these at cost. She suggested they could be sold at the Transfer Station and at the Farmers Market. There is a 1 pallet minimum order for each item. She would like to post it on the Town website, the Town Facebook page and Life in New Ipswich to get pre-orders to get an idea if the residents would be interested. The cost is \$68 for compost bins and \$72 for rain barrels. The order deadline is April 18<sup>th</sup> so the cutoff date for pre-orders will be April 14<sup>th</sup>. She will check with Peter Goewey and Shawna Kutyla to see if they think there would be interest. The Board's opinion was favorable.

**Selectmen:**

April 2<sup>nd</sup>: Jason stated Wilton Animal Hospital was requiring masks in order to attend the rabies clinic according to the flyer. He reminded the Board the Town has a no-mask mandate and if this is still the case, the rabies clinic should be canceled or find another vet to administer the vaccines. Shawn stated we could see if we can re-locate the clinic to the school or another non-town owned property or find another vet. Debbie suggested the residents would be upset if we had to cancel because there hasn't been a rabies clinic for the past 2 years. Debbie will email Wilton Animal Hospital to see if they are still requiring masks at this time. If they are, Shawn will work with Debbie on a solution.

Jason also mentioned he doesn't think there is a safety issue. Shawn mentioned Debbie had a security/traffic plan and everything should be fine.

Lou asked if legal counsel was consulted before the no-mask mandate was signed. Shawn replied it was and read the response from NHMA.

Shawn stated he was asked by a resident if Town should be charging Mascenic Regional High School fees for permits. Shawn feels we shouldn't charge fees because we don't pay any fees to use the school for elections and such. Shawn made a motion to waive fees for permits. Jason seconded the motion and Lou abstained. The motion passed with two votes in the positive and one abstention.

Shawn had a meeting with Ron Stanley, Becky Doyle and the SAU (Dr. Morton and Melissa Grey) regarding content for New Ipswich TV on channel 22. They will be looking to provide recorded content for us to put on Channel 22. Moving forward we have set a goal to potentially live stream the Mascenic graduation on Channel 22. Looking for volunteers to provide content and technical support. Interested people should contact Debbie Deaton via email ([administrator@townofnewipswich.org](mailto:administrator@townofnewipswich.org)), by phone (603-878-2772 extension 422) or come by the Town Office during normal business hours.

#### **6:00pm Pole License Amendment and Renewal:**

Shawn stated we will conduct a hearing on a petition to universally amend the pole and conduit licenses and other agreements to allow for the use of the Town's rights-of-way as required by the New Hampshire law. Debbie stated the amendments are in the public good because they would change the licenses and agreements to comply with the requirements of New Hampshire law by referencing the statutory scheme which authorizes the Town to tax entities with poles and conduit in the public rights-of-way and others using the rights-of-way. Properly assessing property taxes against all entities using the public rights-of-way is required under law. RSA 72:23, I (b) requires that all leases or other agreements for the use or occupation of real property owned by the Town "shall provide for the payment of property no later than the due date". The petition to the Board of Selectmen is to universally amend the licenses and other agreements it has issued for poles or conduits in the public right-of-way to include these requirements and the requirement for the licensee to notify the Town of additional attachments on the pole or conduit to conform to the law.

Shawn asked if anyone else would like to speak. There was no response. Shawn stated if no one else wishes to speak, the hearing is now officially closed. Lou made a motion to grant the Petition to Amend Pole Licenses and the Agreements to use the public rights-of-way. Jason seconded the motion and it passed unanimously.

#### **ARPA funds:**

Shawn made a motion to accept all unanticipated ARPA funds currently received and any funds received in the future. Lou seconded the motion and it passed with a vote of 2 to 1 with Jason opposed.

#### **Paving Bids & Civil Scope Proposals:**

These items are both due on April 25<sup>th</sup> at 3:00pm. The sealed bids will be opened on April 26<sup>th</sup> at the regularly scheduled meeting.

#### **Non-Public Session 1:**

At 7:00pm, Shawn made a motion to enter a Non-Public Session under RSA 91-A:3, II (b) for the Town Clerk/Tax Collector Interview. The motion was seconded by Lou and passed unanimously.

At 7:30, Shawn made a motion to return to public session. The motion was seconded by Lou and passed unanimously. A decision was made to hire Lisa Carbone as Deputy Town Clerk/Tax Collector.

#### **Non Public Session #2:**

At 7:00 pm, Shawn made a motion to enter a Non-Public Session under RSA 91-A:3, II (a)

At 8:10, Shawn made a motion to return to public session. The motion was seconded by Lou and passed unanimously. Shawn made a motion to seal the minutes, the motion was seconded by Lou and passed unanimously.

At 8:15 pm Shawn made a motion to adjourn. It was seconded by Lou, all were in favor.

Respectfully submitted,  
Debbie Deaton  
Town Administrator

**Minutes approved by BOARD OF SELECTMEN**

Shawn Talbot, Chairman:

A blue ink signature of Shawn Talbot, consisting of a large, stylized 'S' followed by a horizontal line.

Jason Somero:

A blue ink signature of Jason Somero, appearing as 'J. S.' followed by a horizontal line.

Lou Alvarez:

A blue ink signature of Lou Alvarez, appearing as 'L. Alvarez' followed by a horizontal line.