

BOARD OF SELECTMEN MEETING
April 19, 2022
MINUTES

4:30 Building 2 Site Visit with Warwick Mills Representatives:

PRESENT: Shawn Talbot, Chair, Jason Somero and Lou Alvarez
Debbie Deaton, Town Administrator, Nick Taafe (M&N Assessing)
Jenny Houston, Amanda Battisti, Alex, Francis

The purpose of this site visit is to view the condition of the building to see if re-assessment is necessary and to see how much space is being utilized by Warwick Mills for tax purposes.

Jenny stated there is no heat, electricity or bathroom facilities in the building. Jenny feels the assessment is too high given its condition. Nick stated the building is valued at a low square foot price (\$30) as opposed to the average of \$100 per square foot. Debbie stated the reason the assessed value is even an issue is because when a municipality leases to a private company, taxes must be assessed per RSA 72:23, I (b)(I)(A). Debbie will send the RSA to Jenny and Amanda.

The Town is using approximately 1,200 square feet of the building and Warwick Mills is using the remaining space. Nick will re-assess the building for quality and remove the bathrooms from the assessment card. Debbie will forward the card with the new assessed value to Jenny & Amanda.

Open Meeting in the Town Office with the Pledge of Allegiance at 5:10

5:15 Non-Public Session 1-Animal Control Officer position:

At 5:15pm, Shawn made a motion to enter a Non-Public Session under RSA 91-A:3, II (a) at the request of the Police Chief. The motion was seconded by Jason and passed unanimously.

At 5:30, Shawn made a motion to return to public session. The motion was seconded by Jason and passed unanimously. Shawn made a motion to seal the minutes. Jason seconded the motion and it passed unanimously.

5:30 Alan Doyle 91:A Request Discussion:

Shawn stated he wanted to make sure all of the documents Mr. Doyle is looking for are made available. Shawn asked Chief Abel if he knows where all of the documents are that Mr. Doyle is looking for. Chief Abel replied all of the records are not stored at the PD but he believes the ones Mr. Doyle is looking for are at the PD. Chief Abel added all files for every year are in the same place (pistol permits, arrests, investigations, etc.). Shawn said we need to make sure all documents are available for Mr. Doyle to look at. Chief Abel replied he has given Mr. Doyle copies of the documents previously. Jason asked what Mr. Doyle thought was missing from the files he was given. Mr. Doyle replied there were invoices missing to show we received payments for all of the details that were paid to officers. He gave an example of one year in which there were 200 hours of details that were paid but there were no invoices to show we billed for the those details which means if they weren't billed, that means the taxpayers were on the hook for those hours. Debbie said she has the Auditors reports for the past 5 years and the General Ledger reports showing there was no shortage in relation to payments received and payroll for details. It could possibly be the copies of invoices billed were misfiled or missing. Mr. Doyle said he isn't interested in what the auditors have to say. Debbie will email all of the PDF's relating to police details to Mr. Doyle.

Mr. Doyle stated he still hasn't heard when he will be allowed to look at the files at the PD. Chief Abel said this week he would be available any time after 1:00 on Wednesday and any time from 7:00am-4:00pm on Thursday. Mr. Doyle said he shouldn't have to set up an appointment to view documents, he should be able to walk in to the PD at any time. Chief Abel said he is trying to accommodate Mr. Doyle so he doesn't have to wait in case he is out on a call. Mr. Doyle said he would contact Debbie to set up an appointment with Chief Abel.

6:00 ARPA Funds-Department Head Wish List Discussion:

Shawn asked Lou if he had any ARPA recommendations at this time. Lou replied he doesn't at this time. Shawn asked Lou for more preparedness next week. He would like Lou to talk to Department Heads to get an idea if their priorities have changed since they originally submitted their list and bring their concerns to the table for discussion.

Parks & Rec: \$29,268.68 for replacement of pool filter and drain repair
Up to \$ 7,000 as an initial investment to get a community center up & running

Allocations were made by Shawn and seconded by Lou, Jason voted no. The motions passed 2-1.

Shawn stated we have allocated \$158,944.58 as of tonight.

Jason stated the ARPA grant has done one good thing...it has given us a list of the needs of each department. Jason asked if we need to get 3 quotes for these large purchase items (is it a policy or RSA for example). Debbie will look into this.

Ron Stanley asked why the Town can't renovate the Old Town Hall to use as a Community Center. He would like to use ARPA funds for this purpose. Debbie said the Heritage Commission is working on getting grants for renovations. Shawn stated there is no parking other than across the street, there is an issue of septic and an issue of water, especially where Friendship Manor is now for sale and the new owner may not want to enter into an agreement to use their well. Ron questioned why the Town would want to renovate the old salt shed. Shawn believes it is a small amount of money to invest in a space that the Town already owns. It will be a glowing example of how the people of the Town can come together to make this possible. There are several residents willing to volunteer their time and skill sets to renovate this building. There is ample parking, the back of the building can be green space and it's a good space. Shawn said there is no electric meter at this time. Lou wants a walk through to see what needs to be done and he feels the updates should be done by professionals. Jason asked about soil testing for the property. Debbie will look into getting pricing for this. There was more discussion regarding the updates. Shawn made a motion to allocate up to \$7,000 as an initial investment for a potential Community Center up and running. Shawn would like Parks & Rec to be self-sustaining in the future. All programs could be run using fees collected from fund-raisers, dances, etc.

Lou mentioned upgrading the handicap ramp. He will speak to Peter about getting quotes for it.

Last week we allocated \$121,675.90

This week we allocated \$ 36,268.68

Total so far \$158,944.58

6:50 Old/New Business:

Administrator Report: Debbie spoke to Ollie Niemi regarding Memorial Day Parade. He is all set and sending out letters to Selectmen. Debbie will check with Ollie regarding date & times.

Earth Day is Saturday, April 23rd. Bags will be available at the Town Office. Parks & Rec will be giving out bags at Town Field at 8:30.

Road Committee meeting with SWRPC on May 9th at noon. Debbie will notice this meeting for BOS attendance to include the BOS. Shawn doesn't want to influence the Road Committee, he would like the Road Committee to guide the process.

One pallet of rain barrels and one pallet of compost bins have been ordered. We may have 2 compost bins and 1 rain barrel left after the pre-orders.

Cemetery site visit will be on May 17th at 3pm. Debbie will notice this as a non-public meeting because the Town Attorney will be attending.

Eversource sent letter stating they are not protesting our pole license amendment but reserve the right to file abatements in the future.

Warwick Mills applied for Air Permit with DES. Lou mentioned there is documentation regarding the wood chips they use stating it needs to be kept neat and there have been many complaints about this. Lou asked Debbie to find the documentation.

Selectmen Report: Jason informed the Board the Cemetery Trustees have the legwork done on the report for the plots in the cemetery easement.

Jason also mentioned the fact that Friendship Manor is being sold puts a new twist on things as far as the Old Town Hall is concerned because the Heritage Commission was going to try to have an agreement to use their well. Lou mentioned he thought the septic system was under the building. Debbie will try to find the septic design in the property file. Jason said John Veaser had been speaking to the Archambaults regarding the septic, Friendship Manor regarding the well and the church regarding the parking. Shawn said Mr. Veaser seemed willing to impart his knowledge with the Heritage Commission. Debbie will email him to see if he would be willing to attend the next Heritage Commission meeting on May 9th.

Jason met with Chief Abel and Matt Wardwell to discuss utilizing the Bellows Nichols space in the building. Matt is willing to volunteer a re-design of the space. He also spoke with Jeff (Accura) and he is willing to re-negotiate the lease.

Lou mentioned he has been the Town's SWRPC representative for the past view years and he would like to see if someone else on the Planning Board would like to do this. Lou will speak with Dee to let her know the details so it can be brought up at the next Planning Board meeting.

7:15 Non Public Session #2:

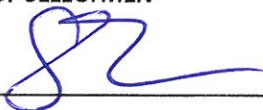
At 7:15, Shawn made a motion to enter into a Non-Public Session under RSA 91-A:3, II (c) regarding an employee. It was seconded by Jason and passed unanimously. At 7:30 pm, Shawn made a motion to return to public session. The motion was seconded by Jason and passed unanimously. Shawn made a motion to seal the minutes, the motion was seconded by Lou and passed unanimously.

At 7:40 pm Jason made a motion to adjourn. It was seconded by Shawn, all were in favor.


Respectfully submitted,
Debbie Deaton
Town Administrator

Minutes approved by BOARD OF SELECTMEN

Shawn Talbot, Chairman:



Jason Somero:



Lou Alvarez:

