

BOARD OF SELECTMEN MEETING

May 13, 2025

MINUTES

Present: Shawn Talbot (Chair), Jason Somero, Lou Alvarez, Debbie Deaton (Town Administrator)

Also present: Alan Doyle, Becky Doyle, Joe Woodworth, Helen Roy, Shawn Bator

5:00 Open Meeting with the Pledge of Allegiance

Below is the link to view the meeting on YouTube:

<https://youtu.be/ID4cYsgbn-s?list=PLzGryVtWOBk8maGiwV0C7-1OgfqwrDIjQ>

5:05 Helen Roy-Ashby Road:

Mrs. Roy stated there is water running into her yard from the road. There is water under her shed and trailer and it is ruining her flowers. Jason said he went there last year with Peter (DPW Director) and it seemed the water is coming from the abutter's property. Gary Somero (Fire Chief at the time) also went there and dug a trench for her.

Mrs. Roy added there was a culvert on Ashby Road and maybe it's blocked. Jason said the DPW cleaned it out last year when she had called.

Shawn will go look at it within the next couple of days.

5:08 Quarter 1 Review, Joe Woodworth:

Joe said there are only a few accounts that are overspent at this point but some of those items were charged to the wrong accounts and will be fixed before the 2nd quarter review.

See attached PowerPoint presentation.

5:16 Round Table Discussion:

- Shawn said he had reached out to Rachel Anderson regarding the process of how the school tax to the Town is calculated. She replied with an email describing the process. This will be discussed at a later date.
- Debbie updated the Board regarding the auction process. The Board will need to send out 90 ~~day~~ letters to former property owners of tax deeded properties.
- Jason said he received a request from a property owner who would like to put a tiny home on his property. The driveway and septic has already been approved. The resident may be coming in later this evening.

The Board reviewed the Zoning ordinance and building code. Shawn said the State defines a tiny home as an RV. There is no statewide minimum home size. The building code says there is a 600sf

minimum for a 2 bedroom single family home and a 400 sf minimum for 1 bedroom single family home

- Jason mentioned Joe and Arienne Colameta had come in last week regarding a coffee truck which they would like to place on the property of S&S Concrete. There was much discussion and review of the Zoning Ordinance and Hawkers/Peddlers Ordinance regarding this and many questions were raised such as the possibility of a ZBA variance, a Hawker's/Peddler's/Itinerant Vendor application. There was much more discussion regarding this.

☪ At 7:05, Shawn made a motion to break for 10 minutes. Lou seconded the motion and Jason abstained.

7:15 (meeting resumed)

- Shawn Bator informed the public tat the Memorial Day Parade will be held on Sunday, May 18th. The morning parade will step-off at 9:30 on Goen Road and the afternoon will step-off from the Congregational Church on Main Street at 1:30.

It was decided Jason will speak at the Smithville Cemetery. Shawn will speak at the Center Cemetery as well as the monument. Lou will be unavailable.

Shawn Bator will reach out to Shane Sirois to see if he would be available to speak at one of the parades.

7:17 Food Truck, Joe Colameta:

The conversation regarding the coffee truck continued. Jason said he would be more than happy to sign a Hawkers/Peddlers Permit. Shawn said the fee should be waived.

☪ Shawn made a motion to waive the \$10 fee for this permit. Jason seconded the motion and it passed unanimously.

Lou will speak with Chief Abel to let him know it is ok with the Selectboard for him to sign the permit as well as waiving the permit fee.

The Board agreed the Hawkers/Peddlers Ordinance needs to be rewritten because much of the information on it is outdated.

7:37 Vance Traffie, Kennybeck Court:

Vance Traffie stated he would like to place a tiny home on his property. He has a driveway permit as well as his septic plan. He also showed a picture of the manufactured home which is being built. He will be using this as temporary housing while his actual dwelling is being built. He thinks he will need it for a minimum of 1 year, up to 3 years. The septic approval is for a 3 bedroom home.

Shawn said the Town has the authority to approve temporary housing while an actual home is being built.

Shawn made a motion to approve mobile home placement on 109 Kennybeck Court according to Article XIII, Section C, 3 for 1 year effective today and to be reviewed in August of 2026. Lou seconded the motion and it passed unanimously. *Jason objected to a one year check in.*
gr

7:52 Round Table Discussion continued:

- Debbie mentioned she received a call regarding vocational rehab (see attached flyer). This program is for persons with disabilities so they can go through the hiring process, interviews, training, etc. This would not require any funding from the Town. They are trying to build a more diverse workforce.

Shawn suggested it be brought up at a staff meeting to see if any of the departments have any need for help. He also asked Debbie to see if any other towns have participated in this program.

- Deputy Town Clerk/Tax Collector applications are due by May 30th. Interviews will be held in June.

8:02 Social Media Policy Review:

The Board reviewed the draft Social Media Policy with the edits from the Town attorney. Shawn would like all of the verbiage to be consistent regarding "town social media sites". Debbie will make these edits and bring it back to the Board for review on May 27th.

At 8:30, Shawn made a motion to adjourn the meeting. Jason seconded the motion and it passed unanimously.

Respectfully submitted,

Debbie Deaton
Town Administrator

Minutes approved by BOARD OF SELECTMEN

Shawn Talbot, Chairman: _____

Jason Somero: _____

Lou Alvarez: _____



TOWN OF NEW IPSWICH

FAC: Q1CY25 Quarterly Budget Execution Review

Snapshot

Total (Town)	
Budget	\$3,619,780.82
Q1 Spend	\$915,104.51
Extrapolated Q1-Q4 Spend	\$3,660,418.04
Excess \$	-\$40,637.22
Excess %	1.1%

Note that many annual expenses occur in Q1.

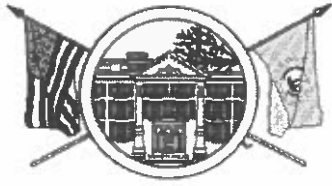


TOWN OF NEW IPSWICH

FAC: Q1CY25 Quarterly Budget Execution Review

Department Spend Summary (1 of 3)

Department	Budget	Spend	% Spend
TOWN OFFICE/BOS	452,265.96	106,575.60	23.56
MODERATOR	1,949.45	0.00	0.00
ELECTIONS & REGISTRATIONS	36,061.57	345.15	0.96
VITAL STATS	159,751.60	40,940.58	25.63
TRUSTEES	1,444.59	0.00	0.00
AUDITOR	19,600.00	0.00	0.00
ASSESSORS	59,393.25	5,999.00	10.10
TREASURER	25,168.50	4,099.01	16.29
LEGAL	22,104.32	5,549.00	25.10
PLANNING BOARD	32,997.22	6,478.13	19.63

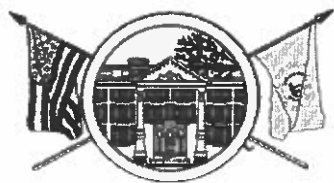


TOWN OF NEW IPSWICH

FAC: Q1CY25 Quarterly Budget Execution Review

Department Spend Summary (2 of 3)

Department	Budget	Spend	% Spend
ZONING	19,102.00	2,849.89	14.92
GENERAL GOVERNMENT BUILDINGS	109,144.19	26,839.38	24.59
CEMETERY	52,014.89	0.00	0.00
INSURANCES	89,077.00	89,077.00	100.00
POLICE	950,938.36	165,414.07	17.39
FIRE	282,243.03	93,192.69	33.02
BUILDING PERMIT	33,840.49	3,664.00	10.83
EMERGENCY MANAGEMENT	13,925.50	131.66	0.95
DEPARTMENT OF PUBLIC WORKS	935,726.37	303,294.29	32.41
OUTSIDE LIGHTING	9,708.00	1,879.19	19.35

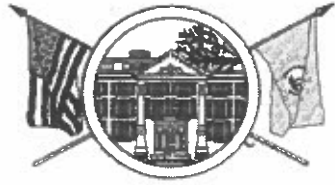


TOWN OF NEW IPSWICH

FAC: Q1CY25 Quarterly Budget Execution Review

Department Spend Summary (3 of 3)

Department	Budget	Spend	% Spend
TRANSFER STATION	119,846.68	25,885.54	21.59
LANDFILL CAP TESTING/MAINT	21,250.00	13,250.00	62.35
HEALTH DEPARTMENT	3,629.50	0.00	0.00
ANIMAL CONTROL	9,873.14	1,627.84	16.49
WELFARE	31,700.00	4,746.50	14.97
PARKS & RECREATION	33,513.74	6,545.48	19.53
POOL	59,277.99	1,795.25	3.03
PATRIOTIC PURPOSES	16,576.23	0.00	0.00
CONSERVATION COMMISSION	1,104.00	0.00	0.00
HERITAGE COMMISSION	1,152.00	0.00	0.00



TOWN OF NEW IPSWICH

FAC: Q1CY25 Quarterly Budget Execution Review

Overspent (1 of 1)

Account	Dept	Description	CY25 Budget	Q1CY25 Expense	Explanation
01-4140.3-4140.3-610	VITAL STATS	SUPPLIES	2,000.00	4,065.75	
01-4150.3-4150.3-433	ASSESSORS	ASSESS COMP SERV	5,629.00	5,979.00	
01-4194.1-4194.1-431	GENERAL GOVERNMENT BUILDINGS	GGB MAINTENANCE	1.00	6,899.13	
01-4240.1-4240.1-433	BUILDING PERMIT	BPO COMPUTER SUPPORT	2,540.00	2,786.00	
01-4312.1-4312.1-111	DEPARTMENT OF PUBLIC WORKS	DPW P-TIME SUMMER/WINTER	1.00	1,701.00	We did not budget for part time. Oversight on Joe's part
01-4140.3-4140.3-610	VITAL STATS	SUPPLIES	2,000.00	4,065.75	