

BOARD OF SELECTMEN MEETING

June 10, 2025

MINUTES

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

Also present: Alan Doyle, Tina Hood, Brian Somero

5:00 Open Meeting with the Pledge of Allegiance

The video for this meeting is not available.

5:01 School Payment Discussion:

Present: Liz Pogorzelski (Superintendent), Rachel Anderson (Business Administrator), Mitch Gluck (School Board)

Shawn thanked Liz, Rachel and Mitch for taking the time to explain the process of how the school determines the payment from the town.

Rachel submitted the process of how the payment is broken down (attached). The numbers are derived from the MS-22 (voter approved budget), revenue and credits from the MS-26 are subtracted. That determines how much taxation needs to be raised. All of the numbers are calculated by the State. The State education grants (SWEPT) are also calculated and deducted. State aid is determined per student.

The next calculation is the average daily membership (also calculated by the State). New Ipswich has approximately 75.2% and Greenville sends 24.79% of the students (2025).

The next step is the equalization value of the property of each Town. New Ipswich is considered a property rich town as opposed to Greenville.

Who pays what and how much they pay is determined by the Articles of Agreement which were set up when the district was formed.

The total budget needed to be raised from taxation is \$19,701,310. Greenville is responsible for \$4,552,507 and New Ipswich is responsible for \$15,148,803. The amount of state aid is deducted from those amounts (Greenville receives \$2.17million which leaves a net of approximately \$1.8 million and New Ipswich receives \$3.63 million which leaves a net of \$11,518,179. Jason asked if the grant money has changed over the last few years. Rachel responded that Greenville's State aid has significantly increased. New Ipswich's aid has remained pretty stagnant.

The next step is to add the SWEPT grant for each town. Greenville receives approximately \$243,918 and New Ipswich receives approximately \$903,792. These amounts get recalculated in October.

Shawn asked how the payment went up so significantly considering the school has been in a default budget for the last 2 years. Rachel replied that State law says the Town must pay the amount. They could ask for all of the funds at once if they chose to. She added they wouldn't do that.

Shawn said it seems there was an approximate 34% increase in the monthly payment. Rachel said they have had significant increases Special Education costs as well as decreases in State Aid over the past few years. The only contracts are for teachers which were approved by the taxpayers as well as paraprofessional contracts.

Jason asked Mitch if State aid has increased substantially for property poor towns, should we revisit the Articles of Agreement to make it more equitable? Mitch said he would have to look at the agreement. Jason also mentioned if it has ever been considered to withdraw from the agreement. Mitch said he hasn't heard that.

Jason asked how the undesignated fund balance works with the school. The Town has very strict regulations on how they can use theirs. Rachel responded that the school is the same way. The money gets returned to the towns.

Mitch said he has been on both sides of the table (school & town). A lot of the concerns are legitimate but some of them are fueled by not having enough information. The Town & School only talk to each other when there is a problem. He would like to see more dialog between the two. He would like to have more frequent dialog to get to know each other's needs. If there is a more open dialogue, it seems these problems and divisiveness could be avoided. There was some discussion regarding the lack of respect at the deliberative session of 2024.

Shawn added a tax strategy would be great with more communication.

Alan Doyle stated the description says, "raised and collected". Regardless of how much tax revenue is collected, the Town has to pay the school 100% of their required amount. Every year there are taxpayers who don't pay their taxes but the school still requires that amount which means the Town has to absorb the amount that isn't paid by the taxpayers. For example, if only 80% of the taxes are collected, the school requires 100% of their payment. Debbie said the RSA is 198:5 states this.

Brian Somero says this is outrageous. He said the school board is always pounding the town. It's about time the school board revisits their budget and makes some concessions instead of the town always making concessions.

Liz said they have let many teachers go over the years. The cost of running a district is expensive.

Tina Hood asked where the school's responsibility to be stewards of the taxpayer's money? What is the ratio of students to administrators? If we have a relationship with the school and the town, how will this make the budget go down?

Shawn said the Master Plan and Capital Improvement program will be adding growth plans which will mean more tax dollars. If the school needs capital items and the town also does, there could be communication between the two so we wouldn't hit the taxpayers with both in the same year. He feels more communication would help with this.

Tina Hood asked what determines whether a child is special ed. Liz said there are requirements guided by the state. There is testing and certain guidelines that have to be followed.

Tina added that people are not going to move here because the taxes are so high, it's not affordable. Tina would like to get rid of the schools and give each child money so they can go to a private school. It would be much cheaper for the Town and this is absolutely unsustainable.

Debbie asked about Special Education and how it is funded. Liz responded it is mandated but only partially funded. Special Ed has increased significantly in New Ipswich.

Jason thinks regularly scheduled meetings would be appreciated to discuss long term goals and how we can best serve the taxpayer's long term.

Tina said everyone has to do more with less and wants to know why the school can't do that as well. There needs to be some cost cutting.

Brian considers New Ipswich very conservative. Rindge and Jaffrey are liberal and they cut over \$3million dollars. This shows where society is going.

Tina Hood made the comment that Rachel and the School District are essentially playing a shell game with taxpayers' money by submitting several hundreds of thousands of dollars in purchase orders, but when the purchases actually arrive, we are returning the purchase or canceling the purchase order and then pocketing the cash. Claiming that all school districts do this and we must be doing it too. Liz and Rachel both responded that this is unequivocally not true. This is not happening in this district.

Tina wants to see the school's books. Liz said she is more than welcome to see them. Rachel said the books are audited every year and the budget has essentially frozen since April. She added Tina can make a Right to Know request for that.

Mitch said they came here to answer questions with good intentions. He feels the character and integrity of himself, Liz and Rachel are being attacked and would like to end this meeting. They wanted to answer questions to help educate and this is not being accomplished. He added that as far as his knowledge is concerned, nothing is being done that is not above board or corrupt.

Tina said she feels the school board is not being good stewards of the taxpayer's money.

Shawn said he ran into Tim Somero and he was speaking about possibly enhancing vocations. Mitch replied this is called Visions of the Learner. He said this is focusing on preparing students for adulthood and finding out what the core competencies that should be required and how it gets measured. This is going on throughout the State.

Mitch will reach out to schedule a date for more discussion.

6:00 Fire Department-Full Time position:

Present: Chief Hatcher, Assistant Chief Vaillancourt, Gary Somero, Jennifer Worth (Building Admin).

Shawn stated that Dee Daley had sent an email stating that the need for this position was originally decided by a committee and she feels that committee should be part of the hiring process. Ben replied that it was for a department head and feels this position falls under the Fire Department so the need for the hiring committee is null and void. Shawn said we can discuss that further.

Chief Hatcher and Assistant Chief Vaillancourt presented a job description (attached) for the position. The title of the position will be Fire Inspector/Building Inspector/Code Enforcement Officer. The job description was reviewed. Chief Hatcher added this person will need to respond to daytime calls if needed.

Jennifer said she worked with Assistant Chief Vaillancourt on the Building/Code Enforcement job description. She asked to have "the ability to keep up to date with Building Code and legislative updates" added to the job description. The State updates the building codes every 4 years.

Jason said he doesn't think the Building Inspector portion needs to have an associate's degree. Cody will update the description to reflect this.

Alan Doyle would like to see some type of certification for this position. Gary Somero responded that there is no license required for a Building Inspector. Chief Hatcher added that would eliminate any General Contractor from applying. General Contractor's have knowledge of building codes. Jennifer added there are many building associations that this person could join which will keep the candidate up to date.

Chief Hatcher would like to first post this internally to keep the morale of the department in a positive motion. Chief Hatcher said if they don't get 2 candidates internally, they will post it publicly. Jason and Shawn agreed that even if they only get 1 candidate internally, they would be fine with that.

Alan Doyle said he thinks it should be posted publicly as well because you may be cutting the candidate pool for a very qualified candidate. Chief Hatcher said he doesn't want to ruin the morale of the department. Tina added she used to work for a company that would only hire from within. There was more discussion on the pros and cons of hiring from within.

Debbie asked where this person's home base would be. Chief Hatcher replied it would primarily be at the Fire Department but would be checking in every day at the Town Office regarding building inspections, etc. The job description will be sent to department heads for posting. The applications will be due by June 30th at 5pm. Interviews will be held on July 8th. Present for the interviews will be the Fire Chief, Planning Board Chair, the Board of Selectmen, Assistant Chief Vaillancourt and Gary Somero. Chief Hatcher will send all applications to Debbie on June 30th. Jason added that the Selectboard is hiring this person but it will be a collaboration between the Fire Department and the Selectboard.

Jennifer asked what the chain of command would be for her if there are building issues. Chief Hatcher said he should be notified first and if it still isn't resolved, it would go to Debbie and the Selectboard. Chief Hatcher added, himself and Debbie should be in constant communication for transparency between departments.

6:55 Round Table Discussion:

- Shawn said the fireworks display fell through for the 4th of July. There is still a possibility of having something on October 4th for the 275th and Autumnfest.

Shawn asked what Chief Hatcher's thoughts would be about having some sort of competition on the 4th of July. Chief Hatcher will check with the Fire Marshall. Debbie will check with Primex and the attorney. Jason added there should be some kind of pre-incident planning and a police detail.

- Debbie said she had received an email from REMAX requesting to have a food truck event on August 1st from 4pm-7pm in the REMAX parking lot. The Board agreed this should be fine because it is a one time event and requested Chief Abel be notified to see if a police detail is needed.

- Debbie informed the Board that the Phase 2 report has been completed for the old highway garage property. The report is over 300 pages long. The Board would like Ransom to come in to discuss this. Debbie will email JB Mack to request this.

- Debbie presented the contract for JSJ Auctions.

☞ Shawn made a motion to approve the contract and authorize Debbie to sign it. Jason seconded the motion and it passed unanimously.

- Debbie submitted a quote from Monadnock Environmental Services to rebed the mid-treatment vessel at Wilder Village because the PFAS numbers are increasing but are still below standards. The Board would like to have 3 quotes for this project. Debbie will email MEC.

- Shawn read an email from Mitch Gluck thanking the DPW for installing a concrete pad to accommodate a bike rack at the library.

- Debbie presented 3 nominations for the Trustees of the Trust Funds:

☞ Lou made a motion to accept the nomination of Evelyn Milford as an alternate on the Trustees of the Trust Funds for a term of one year. Shawn seconded the motion and it passed unanimously.

☺ Lou made a motion to accept the nomination of Jeff Carter as a member of the Trustees of the Trust Funds for a term of one year. Shawn seconded the motion and it passed unanimously.

☺ Lou made a motion to accept the nomination of Mary Passamonte as an alternate on the Trustees of the Trust Funds for a term of one year. Shawn seconded the motion and it passed unanimously.

- Debbie informed the Board the Easement for the Timbertop Road/Hubbard Pond Road intersection will be submitted by the end of the week from Upton & Hatfield.

- The Board received a letter from the Planning Board regarding the White Cap Coffee Truck (attached). It states there is no Site Plan review required at this time. It also states that the property owner should go to the ZBA and the Planning Board if the business will be permanent. The Planning Board will be discussing Food Trucks as part of the Zoning Ordinance.

Debbie added the Board of Assessors will be billing a Land Use Change Tax to the owners of the property (.25 acres) because there is a driveway and a parking lot where the coffee truck is. Jason asked if the Town is bound to put a Cease and Desist Order to the property owner. Shawn said he doesn't believe the Board should do that at this time. Shawn added the business (White Cap Coffee) is separate from the property owner (Davis Village Properties, LLC). Shawn reiterated he doesn't think this should be done. Jason said it isn't his first choice either. Shawn and Jason feel the property owner should be contacted to find out what is going on. Jason said the property owner was advised to go to the ZBA at a previous BOS meeting.

Jason added that the property is flanked by homes and the abutters should have the opportunity to have their opinion heard.

8:33 Non-public RSA 91-A:3, II (I)- Shawn made a motion to go into Non-Public under RSA 91-A:3, II (I). Lou seconded the motion and it passed unanimously. At 9:05, Shawn made a motion to return to public session. Jason seconded the motion and it passed unanimously. Shawn made a motion to seal the minutes. Lou seconded the motion and it passed unanimously. No decisions were made.

At 9:08, Jason made a motion to adjourn the meeting. Shawn seconded the motion and it passed unanimously.

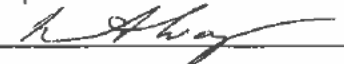
Respectfully submitted,

Debbie Deaton
Town Administrator

Minutes approved by BOARD OF SELECTMEN

Shawn Talbot, Chairman: _____

Jason Somero:  _____

Lou Alvarez:  _____

Rachel Anderson
Selectboard Meeting Notes 6/10/25

To explain how these payments are calculated:

1. To start off, I take the voter-approved amount of the district's budget as found on the MS-22 form filed with the state- \$22,472,814 and subtract the estimated revenues and credits (\$2,771,504) that are reported on our MS-26 form to the state. This determines the estimate of how much will need to be raised.

2. I then take into consideration the Statewide Education Property Tax (SWEPT) and State Education Grants that each respective town is estimated to receive as revenue.

3. The next factor is Average Daily Membership that each town sends into the district using figures provided by the state from March 2025. New Ipswich sends 75.20% and Greenville 24.79% of students.

4. Equalization valuation percentage of the district by town is then calculated using figures from the state. New Ipswich's Equalized Valuation is 78.57% and Greenville is 21.42% of the district's overall property value.

Steps 3 & 4 are what make up the district's funding formula as outlined in the Mascenic Regional School District Articles of Agreement. 75% of contribution is based on Average Daily Membership and 25% is based on property value.

5. The percentages calculated in steps 3 and 4 are combined and that determines what percentage each town must contribute to the school district. New Ipswich's combined percentage is 76.89% and Greenville is 23.10%.

6. I now take the amount calculated in Step 1 (the total amount to apportion) of \$19,701,310 and apply those combined percentages, which calculates out to be that Greenville is responsible for \$4,552,507 and New Ipswich \$15,148,803.

7. I then subtract state aid from each town's calculations in Step 6. Greenville is expected to receive \$2,710,143.05 in state aid, which makes their tax assessment to be \$1,842,363.99. New Ipswich is expected to receive \$3,630,623.65 in state aid, which makes their tax assessment to be \$11,518,179.31

8. I take the calculations from Step 7 and then add in the State-wide Education Tax (SWEPT) for each town. Greenville's SWEPT is \$243,918 and New Ipswich \$903,792. This results in a net total for each town that needs to be raised/collected: Greenville \$2,086,281.99 and New Ipswich \$12,421,971.31. I simply divide those amounts by 12 months and that is how the estimated monthly payments are calculated.

FY26 ESTIMATED DISTRICT APPORTIONMENT - MAY 2025

Amount to Apportion - MS22
Less: ESTIMATED Total Revenues and Credits
Amount to Apportion

\$	22,472,814	MS22	(1)
\$	2,771,504	MS26	
\$	19,701,310		

State Aid (FY26 Est - Adequacy Aid 11-15-24)

	<u>SWEPT</u>	<u>Educ Grants</u>	<u>Total State Aid</u>	
Greenville	\$ 243,918.00	\$ 2,466,225.05	\$ 2,710,143.05	(2)
New Ipswich	\$ 903,792.00	\$ 2,726,831.65	\$ 3,630,623.65	
Total	\$ 1,147,710.00	\$ 5,193,056.70	\$ 6,340,766.70	

Apportionment Calculation

	<u>ADM 23-24 (3/1/25)</u>	<u>ADM %</u>	<u>2024 Equalized Valuation</u>	<u>Equal Val %</u>	<u>Combined %</u>
Greenville	(3) 230.54	0.2479405	\$ 225,274,335	(4) 0.2142123	0.2310764 (5)
New Ipswich	699.28	0.7520595	\$ 826,366,375	0.7857877	0.7689236
Total	929.82	1.0000000	\$ 1,051,640,710	1.0000000	1.0000000

Apportionment of Local Taxes:

	<u>Combined %</u>	<u>Allocation</u>	<u>Less: State Aid</u>	<u>Tax Assessment</u>
Greenville	0.2310764	\$ 4,552,507	\$ 2,710,143.05	\$ 1,842,363.99
New Ipswich	0.7689236	\$ 15,148,803	\$ 3,630,623.65	\$ 11,518,179.31 (6) + (7)
Total	1.0000000	\$ 19,701,310	\$ 6,340,766.70	\$ 13,360,543.30

Local School Appropriation

	<u>TOTAL</u>	<u>GREENVILLE</u>	<u>NEW IPSWICH</u>
(8) \$ 13,360,543.30	\$ 13,360,543.30	\$ 1,842,363.99	\$ 11,518,179.31
State-wide Education Tax	\$ 1,147,710.00	\$ 243,918	\$ 903,792
Total	\$ 14,508,253.30	\$ 2,086,281.99	\$ 12,421,971.31

Estimated Payments:

	<u>TOTAL</u>	<u>GREENVILLE</u>	<u>NEW IPSWICH</u>
July	\$ 1,209,021.11	\$ 173,856.83	\$ 1,035,164.28
August	\$ 1,209,021.11	\$ 173,856.83	\$ 1,035,164.28
September	\$ 1,209,021.11	\$ 173,856.83	\$ 1,035,164.28
October	\$ 1,209,021.11	\$ 173,856.83	\$ 1,035,164.28
November	\$ 1,209,021.11	\$ 173,856.83	\$ 1,035,164.28
December	\$ 1,209,021.11	\$ 173,856.83	\$ 1,035,164.28
January	\$ 1,209,021.11	\$ 173,856.83	\$ 1,035,164.28
February	\$ 1,209,021.11	\$ 173,856.83	\$ 1,035,164.28
March	\$ 1,209,021.11	\$ 173,856.83	\$ 1,035,164.28
April	\$ 1,209,021.11	\$ 173,856.83	\$ 1,035,164.28
May	\$ 1,209,021.11	\$ 173,856.83	\$ 1,035,164.28
June	\$ 1,209,021.11	\$ 173,856.83	\$ 1,035,164.28
Total	\$ 14,508,253.30	\$ 2,086,281.99	\$ 12,421,971.31

nalFire Inspector/Building Inspector/Code Enforcer

Position Summary:

The Fire Inspector/Building Inspector/Code Enforcement position will serve as the leader of community risk reduction for the Town of New Ipswich. This position will assist with overseeing department training, vehicle maintenance, and fire prevention, while also performing building inspections and code enforcement responsibilities. This role will be in charge of the administrative duties of the department such as but not limited to submitting payroll, submitting bills, and maintaining detailed records of all of the duties listed above. The position will respond to emergency and non-emergency calls as needed or directed by the Fire Chief or designee. This position will be overseen by the Fire Chief or designee and the Board of Selectmen. This critical role requires the ability to work independently and as a group, must have strong leadership abilities, communications, and technical skills in both the fire service and building/fire code compliance.

This position will serve the residents of the Town of New Ipswich which is a small town located in Southern New Hampshire on the Massachusetts border. New Ipswich is comprised of 33.1 square miles with approximately 5,500 residents. The town is made up of commercial, residential, and a few mercantile occupancies as well three schools. The Fire Department is a call/volunteer department consisting of one Fire Chief, one Assistant Chief, one Deputy Chief, four line officers, and currently twenty seven firefighters.

Fire Inspector Duties:

- Perform required fire inspections in accordance with local and state fire codes.
- Perform pre-incident planning and fire prevention activities within the community.
- Prepares reports of inspections and fire code violations in the proper department reporting system.
- Coordinate and deliver training and educational programs to department personnel.
- Maintain and review detailed records and reports for inspections, incidents, staffing, equipment, and training.
- Serve as a public-facing representative of the department in the community.
- Ensure proper vehicle and equipment maintenance is carried out routinely.
- Assist with fire investigations when needed or as directed by the Fire Chief or designee.

Building Inspector / Code Enforcement Duties:

- Conduct comprehensive inspections at various phases of construction, including site, foundation, framing, mechanical, electrical, plumbing, and final occupancy stages.
- Review and interpret architectural plans and specifications to ensure compliance with building codes and zoning regulations.
- Issue building permits, certificates of occupancy, and stop work orders when necessary.
- Investigate complaints and reports of code violations; perform site visits and follow-up inspections.
- Enforce the International Building Code, NFPA standards, State and local zoning ordinances, and related safety codes.
- Maintain organized records of inspections, violations, permits, correspondence, and enforcement actions

- Collaborate with homeowners, developers, contractors, and Town officials to promote code compliance and public safety.
- Provide technical support to Planning and Zoning Boards as needed.
- Conduct regular check-ins with the Building Department Clerk and attend interdepartmental meetings.

Minimum Qualifications:

Fire Qualifications (Required):

- High School Diploma or equivalent.
- ProBoard Certified Firefighter II.
- Hazmat Awareness and Operations.
- At least 10 years of experience in the fire service.
- At least 4 years of experience as a Fire Officer.
- Knowledge of NFPA Codes.
- ProBoard Certified Fire Inspector I (or ability to obtain within one year).
- EMT certification (or ability to obtain within two years).
- Must reside in town or one of the towns that surround New Ipswich.
- Ability to pass a background check and drug screening.

Preferred Fire Qualifications:

- CPAT (Candidate Physical Ability Test).
- ProBoard Certified Fire Inspector II.
- ProBoard Certified Fire Instructor I.
- ProBoard Certified Fire Officer I.
- Associate degree in Fire Science or related field.
- CDL Class B with tanker and air brake endorsements.

Building Inspector Qualifications (Required):

- ~~Associate degree in electrical, plumbing, architectural drawing, or building technology (preferred) or an equivalent combination of education and experience.~~ ^{Experience in}
- Knowledge of building codes, zoning regulations, and construction standards.
- Strong analytical and problem-solving skills with attention to detail.
- Excellent communication and interpersonal skills.
- Ability to work independently and collaboratively in a fast-paced environment.
- Proficiency with computer software and inspection reporting tools.

OR

Any equivalent combination of education and experience which demonstrates the required knowledge, skills and abilities as determined by the hiring panel.

Compensation and Benefits:

- Competitive salary based on qualifications and experience.
- Health and Dental insurance 85% covered by the town, Life Insurance 100% covered by the town.
- Group 2 retirement benefits.
- 10 Holidays yearly.
- Professional development opportunities

Application Instructions:

To apply, please submit the following materials **by Monday, July 14th, 2025**:

- Cover Letter
- Current Resume
- Completed Town of New Ipswich Employment Application (available on the Town's website)
- Applicable Certifications

Submit via email:

nifirechief@newipswichnh.gov

For more information or questions, contact:

Chief Benjamin Hatcher at (603)-878-1364 or nifirechief@newipswichnh.gov

From: Ian Coles
To: Town Administrator
Subject: New Ipswich Landfill-Wilder Condo Treatment System Rebed
Date: Friday, May 23, 2025 10:53:22 AM
Attachments: [image001.png](#)
[Estimate #1098.pdf](#)

[EXTERNAL EMAIL] This email originated from outside of the organization proceed with caution.

Hi Debbie,

Hope you've been well. We recently received the results from the April 2025 sampling of the treatment system at the Wilder Condo. The results show that we have breakthrough of PFAS compounds in the effluent (final treatment) vessel. The compounds were not over any standard but do indicate that it is time to do a complete rebedding of the media inside the vessels. We have had detections in the mid-treatment vessel since last year (all below any standard) but decided to get the most out of it before rebedding. We received a quote (attached) from our treatment guy who installed the system and he can get out there and do the work soon after your approval.

We figured to save some money you could contract with our treatment guy directly and we can just help coordinate it as part of our annual operation and maintenance costs.

Please let me know if you have any questions on the quote or have any questions on the process.

Thanks,

Ian

Ian Coles, PG
Project Manager



PO Box 7212 | Milford, New Hampshire 03055
c: (603) 325-1202



Please consider the environment before printing this e-mail.



Estimate

ESTIMATE #	1098
DATE	04/23/2025
PO #	

CUSTOMER
<p>Monadnock Environmental Consultants P.O. Box 7212 Milford, NH 03055</p>

SERVICE LOCATION
<p>1400 Turnpike Road New Ipswich, NH 03071</p>

DESCRIPTION	Rebed (6) 3 Cu. Ft. PFAS Contactors - Full Rebed Cartridge Change
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Estimate		
Description	Qty	Total
WT00SS WT Signature Service	1.00	\$8,990.00
POE10 POE Maintenance Coordination and Site Visits	1.00	\$0.00
POE12F Service, Re-bed and Dispose Used Carbon Media (PFAS - Filtrasorb F400)	18.00	\$0.00
POE16D Service Cartridge Filters Regardless of Size	1.00	\$0.00
POE17C Provide 4X20, Micron Cartridge Filter	2.00	\$0.00

PAYMENT TERMS
Due Upon Receipt

Estimate Total: \$8,990.00

Town Administrator

From: Mitchell Gluck [REDACTED]
Sent: Sunday, June 8, 2025 4:35 PM
To: Town Administrator
Subject: Thank you from the New Ipswich Library

[EXTERNAL EMAIL] This email originated from outside of the organization proceed with caution.

Hi Deb,

I don't have Peter Somero's email address so please forward this to him as well.

On behalf of the New Ipswich Library, I want to express our appreciation for DPW taking the time to carve out an area in front of the library so that a concrete pad could be laid. This pad will be used to install a permanent bike rack for the kids who come to the library. The library operates on a shoestring as you know. The bike rack was a donation but we did not have it in our operating budget to prep the area, lay concrete and install the rack. We are very fortunate that all of these services are being donated to the library, which speaks to the community support for neighbors in need.

When I contacted Peter, he was very receptive and responsive. He came to look at the site at his first opportunity and then scheduled the work for the following week. We are pleased to get this done so quickly so that kids can use the rack for this summer. My perception is that Peter is one of those individuals who keeps a low profile but is instrumental in addressing many needs in this community. He represents the Town government extremely well and I know you all feel the same way. Please express our gratitude to Peter.

Regards,
Mitch Gluck
President
New Ipswich Library

Dear Select Board,

The Planning Board was requested to hear from White Cap Coffee regarding extension of a Hawkers Peddlers permit and the need for a Site Plan Review. A Site Plan Review is an application that applies when a land use is being proposed that is non-residential. The owner of White Cap Coffee is seeking a long term placement on the property where they have a 30 day permit, however they are not the property owner, so they are not able to be heard regarding the need for a site plan review. The board passed the following motion in regards to the question if White Cap Coffee needed a Site Plan Review.

"I make a motion relating to the Whitecap Coffee application, relating to the itinerant vendor ordinance, to make a determination that no site plan review under the jurisdiction of the planning board is required."

Conceptually, permanent placement on a site such as where they are set up for 30 days, would require a site plan review (and a ZBA approval of the business) since the property ^{.25 acres of the} would transition from residential (and out of current use), to a commercial property.

There is a lack of regulation in New Ipswich about this type of transitional business, especially on long term placement more than 30 days on a residential property. Concerns were voiced about a possible precedent that could occur without a PB review of setbacks, noise, signage, traffic movement and road access, electrical supplies, etc. In this case the property has potential for some decent set backs, but there have already been complaints to the Planning Board. In NH without formal regulations allowing something, it is prohibited. The Select Board (and land owner/business owner) should consider a different arrangement for extended community placement of White Cap coffee as part of it's business plan (or the land owners' business plan).

Please let us know if you would like the PB to draft/modernize the regulations to address this type of business from transient to permanent (as the business/land owners review their options).

Regards,

Josh Muhonen 
Vice Chair, New Ipswich Planning Board