

**Board of Selectmen  
Meeting Minutes  
Thursday, August 24, 2023**

**Approved**



Members Present: Jim Delaney, Chair; Roland Carter; Dana Swenson

Also present for duration of appropriate item: Seth Currier; Donna Duclos; Lisa Meier, Recording Secretary; and Kimberley Edelmann, Town Administrator

Chair Delaney opened the meeting at 6:00 p.m. with roll call.

Departments – Transfer Station Decals

Delaney indicated that the board needs to consider another type of identification for town residents for beach and transfer station access along with whether they should be charged for. Delaney and Town Clerk Lisa Meier previously discussed a handicap type placard. Currier stated that there is a possibility of them being counterfeited. Swenson asked if the decal that we currently have could be affixed to the placard. This will be discussed further in the future.

Departments – Highway Department

In the absence of Highway Supervisor Frank Bryson, Town Administrator Kimberley Edelmann spoke for him. An estimate was received for paving Ives Road in the amount of \$8,000. Delaney made a motion to approving the estimate. Swenson seconded the motion and the motion passed.

Bryson spoke with a resident of Fox Farm Road and they indicated they would like it if the road went back to gravel. Delaney stated it would be more beneficial to the town if it was gravel. Edelmann stated that Bryson indicated he is satisfied either way. Carter stated he would like to do a site visit.

Bryson would like to paint the bath house at the town beach inside and out. Swenson stated he would like to consider having a canvas type paint job (white-wash the

building) and have one of the classes at school do a mural. Carter stated that the Parks & Recreation Committee should handle this.

Plow contracts need to be worked out. Delaney stated that because they are above \$10,000, they need to go out to bid per the Procurement Policy. All board members agreed. Delaney stated he would like to see a full list of the town plow routes. Edelmanna stated she will draw up an ad with a bid opening date of September 28, 2023.

Swenson stated that a contract for the highway garage was signed. The total is \$1,140,700. A few things were changed from the original design—door and window locations, plywood facing above the interior foundation wall, continuation of foundation wall through the mechanical space, breakroom and office. The exterior color will be sand with a hunter green roof. The plan is for frost wall, footings and steel being in place by the end of November. Construction could be put on hold at the end of November pending how far into the project they are. Carter stated that the building could be used for cold storage if needed should construction halt. Swenson stated that the construction company is agreeable to using on-site materials i.e., sand rather than purchase. A full construction schedule and schedule of values will be forthcoming in the next couple of weeks. A groundbreaking needs to be scheduled.

#### Bridges – Lawrence Street

Carter stated he and the engineer from Hoyle / Tanner met with some of the abutters. A new design decreasing the bridge to 24' wide with a 5' sidewalk has been proposed. A public meeting needs to be scheduled as soon as possible. Kathy Bennett has a concern regarding the vibration damaging her foundation. Carter stated her home may need to be relocated on the property.

#### Bridges – Hall Road

This bridge needs to be started on as soon as possible. Delaney stated the project needs to go out to bid so the work can be done prior to winter 2023. There is currently \$250,000 in the Capital Reserve Fund already for the bridge replacement.

#### Minutes of May 2, 2023

Swenson – Motion to approve as amended

Carter – Second

Unanimous – Vote to approve as amended

### Minutes of August 10, 2023

Delaney – Motion to approve as amended

Swenson – Second

Unanimous – Vote to approve as amended

### Town Administrator Report

Edelmann stated that Brad Hardie indicated that his stone wall was damaged by the highway department and provided a copy of the repair bill for reimbursement. The total bill is \$275.00. Delaney made a motion to reimburse Brad. Carter seconded the motion and the motion passed. Edelmann stated that the application for designation of entity administrator was denied due to two errors. A new form was completed to be notarized and submitted.

### Manifests & Signatures

An abatement request for \$2,359 was received from NHEC due to overassessment. Delaney made a motion to grant the abatement. Carter seconded the motion and the motion passed unanimously. A letter was received from CASA (Court Appointed Special Advocate) requesting a \$500 donation for 2024. This will be forwarded to the Budget Committee. A payroll manifest for \$28,468.48 was signed. The Andover School payment for \$468,188.84 was signed. A check manifest for \$33,519.88 was signed. Veterans Tax Credits for Tax Map 17, Lot 182,523 and Tax Map 20, Lot 388,205 were signed. A solar exemption for Tax Map 18, Lot 280,370 was signed. A Current Use Form A-10 for Tax Map 20, Lot 473,233 was signed.

### Additional Items for Consideration

Delaney discussed the brush burning at the transfer station. Currier asked if a traffic count had previously been done. The board stated they will consider having one. Carter stated he would like to see each Transfer Station employee to draw up a list of what they do daily for the board to review.

There was no public comment.

There being no further discussion, Delaney made a motion to enter non-public per RSA 91-3A.3(IIC) at 7:40 p.m. Carter seconded the motion and the motion passed.

Swenson made a motion to enter back into public session at 7:55 p.m. Carter seconded the motion and the motion passed.

Delaney made a motion to enter non-public per RSA 91-A.3(IIc) at 7:56 p.m. Swenson seconded the motion and the motion passed.

Delaney made a motion to enter back into public session at 8:15 p.m. Swenson seconded the motion and the motion passed.

Delaney made a motion to enter non-public per RSA91-A:3 II(c). Swenson seconded the motion and the motion passed.

Delaney made a motion to enter back into public session at 8:20 p.m Carter seconded the motion and the motion passed.

There being no further discussion, Swenson made a motion to adjourn at 8:21 p.m. Carter seconded the motion and the motion passed.

Respectfully Submitted,

Lisa Meier  
Recording Secretary

These minutes were approved at the  
Select Board meeting of September 14, 2023.