

**MINUTES
SELECT BOARD MEETING
Friday, July 05, 2024**

SELECT BOARD PRESENT: Mark Avery (MA), Tim Burt (TB), Susan Ossoff (SO)
OTHERS: Eric Fiegenbaum (EF), Deb Ahlstrom (DA)

CORRESPONDANCE

- none

SIGN: payroll

NEW BUSINESS

- DA suggested that the Select Board should consider finalizing a budget guidance letter to town boards and departments at the July 11, 2024 meeting. MA will draft text to request level funding or justification for increases, the removal of unused budget lines, increasing accuracy of staffing needs and actual availability, providing a five-year outlook, an updating of the accompanying Capital Improvement Program sheets, and to note the responsibility of each department to develop its own budget..

OLD BUSINESS

- The Select Board reviewed a new estimate from New England Land and Tree Care submitted by the Recreation Commission regarding their trail expansion proposal. The new estimate outlined a reduction in the width of the trail to 5 feet, removed the previously proposed pallet crossings and included instead three culvert installations, and the establishment a new entrance trail to connect to the existing woods trail. There was also a request for \$5,000 of funding as a Wentworth Family Grant for the project. The Select Board desired a longer term approach to planning the configuration of trails in the area. The Select Board expressed concerns including: donations of time and material should have values and be enumerated in the estimate, questioning the actual need for an additional “entrance” trail into the woods, the lack of contact with the Cemetery Trustees regarding an alternative trail configuration, and the ability of a 12-inch culvert to span a wide wet area in the woods. Having an independent or joint site walk was discussed, as well as having a continued discussion on the revised proposal with the Recreation Commission at the Select Board’s July 11 meeting.
MA will draft a memo to memorialize the idea that Building and Grounds would be responsible for ongoing tree work and mowing beside trails in the Tibbetts Field area, while the Recreation Commission would be responsible for the ongoing maintenance of the gravel trails and fitness equipment.
- There was a review of a draft charter for the public works planning committee. Tasks included choosing a site with a priority for the development of a salt/sand storage area, recommendations on responsibilities, equipment, and facility needs, and finalization of a comprehensive plan and participating in its implementation. It was thought that the committee would include Select Board and Road Agent representation as well as three resident members with possibly 2 alternates. MA will present a revised draft.
EF will encourage Talco Enterprises to accelerate his timeline for a visit with the Select Board, including offering a Zoom meeting for convenience. He will also inquire as to Michael Fisk’s capabilities and intentions on offering snow plowing services.

BOARD UPDATES

- A quote from Busby to grind and pave a section of Jenkins Rd. and smaller sections of Drew Rd. and Freshet Rd. was reviewed. DA made a rough estimate of expected expenditures of the road budget for the remainder of the year and estimated that \$168,000 would remain. It was noted that quotations should be addressed to town officials rather than the Town's contractors, and that the Road Agent should be encouraged to consider broadening the Town's contractor base.
EF will ask Jim Davis to visit with the Select Board to discuss manpower needs and the sharing of some duties between Roads and Building and Grounds.
- MA reported that the PB granted two Conditional Use Permits for O'Donnell at 359 Route 108 for driveway crossings.
Regarding the introductory language for the Housing and Demographics chapter of the Master Plan, there was discussion about whether the strict twice yearly written reporting requirements in the draft of the Housing and Demographics chapter of the Master Plan should be downgraded to verbal reports to the Select Board.

OTHER:

- EF commented that the Conditional Use Permits (CUPs) for O'Donnell relied heavily on the successful permitting from the NH Department of Environmental Services for the protection of aquatic organism passage in Gerrish Brook. The Select Board suggested that any concerns about information presented to the Planning Board during the CUPs review should be taken to the Planning Board. The ability of the Building Inspector to have a working knowledge of wet area delineation was considered. *The Select Board encouraged that the Conservation Commission and Planning Board review any needed ordinance adjustments.*

Meeting ended at 12:20pm

Submitted by: *Eric Froegren*

Approved: 7-11-2024

On approved minutes, proof changes are noted through italics for additions and strikethroughs for deletions.