

**TOWN OF WALPOLE
MEETING OF THE SELECTBOARD
MAY 25, 2023**

Selectboard Present: Peggy Pschirrer, Chair; Cheryl Mayberry and Steve Dalessio

Staff Present: Sarah Downing, Manager of Administration; Jordan Cannon, Recording Secretary; Mike Rau, Road Agent

Others Present: Mo Biron, Carolyn Vose, Jeff Colley, Beth Colley

CALL TO ORDER: Mrs. Pschirrer called this Selectboard meeting to order at 6:28 PM. She introduced the Selectboard to those in attendance.

OLD BUSINESS:

Old Keene Road Culvert: Mrs. Pschirrer invited Mr. Rau to speak. Mr. Rau stated he received an email from Mrs. Colley regarding a concern with water runoff. Mr. Rau recommends ledge-lining the ditch with a larger culvert pipe and using the other culvert as a backup. The Highway Department would install an 18-inch culvert of smooth bore plastic that will take twice as much water and more debris. Mr. Rau stated he would only replace one of the culverts, if the ditch is fixed. Mrs. Colley presented pictures of the ditch to the Selectboard. She stated there are three (3) culverts in that area, and it sometimes washes over Old Keene Road and into their ditch. Mrs. Colley described the area that the water is meant to flow into. Mrs. Colley requested that grit and sand shoulder be replaced with a slab which is currently being done on a different part of Old Keene Road. Mr. Rau replied that he would place filter fabric to hold gravel underneath, and place rock on top so it would not wash away. Mrs. Colley stated that personal costs to address this issue are \$4,000. She would like the Town to consider an easement for this matter. Mr. Dalessio questioned where the maintenance of an easement would end. Mr. Rau stated that towards the end of the summer is when the work could commence, but it may be until the following spring when it is fully completed. The approximate cost of the project is \$10,000, but this does not include the cost of labor. Mr. Dalessio stated that the project's goal is to direct the water. The control over how much water is not within the Town's capacity. Mr. and Mrs. Colley thanked the Selectboard and communicated their agreement with the proposed project plan. Mr. Rau, Mr. and Mrs. Colley left the meeting.

NON-PUBLIC BUSINESS RSA 91-A:3 II (d) (e):

Mr. Dalessio moved to enter into Non-Public Session pursuant to RSA 91-A:3 II (d) (e) at 6:47 PM. Ms. Mayberry seconded. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

The meeting reconvened at 7:18 PM.

PAYROLL:

Mr. Dalessio moved to approve the Payroll Register totaling \$30,458.08 dated 5/26/23 and the 941 Payroll Tax Transfer of \$6,325.84. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

SELECTBOARD MEETING MINUTES:

SELECTBOARD MEETING – May 18, 2023: Mr. Dalessio moved to approve the Minutes of the Selectboard meeting of May 18, 2023. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry, and Mrs. Pschirrer in favor, the motion was approved.

SELECTBOARD NON-PUBLIC SESSION – May 18, 2023: Ms. Mayberry moved to approve the Minutes of the Selectboard Non-Public Session of May 18, 2023. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved. The minutes are to remain sealed.

STAFF MEETING – May 18, 2023: Mr. Dalessio moved to approve the Minutes of the Staff meeting of May 18, 2023. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry, and Mrs. Pschirrer in favor, the motion was approved.

COMMITTEE REPORTS:

Ms. Mayberry called attention to the minutes of:

- Library Trustees Meeting- May 5, 2023
- Zoning Board of Adjustment Meeting- May 17, 2023

Mrs. Pschirrer acknowledged the above reports.

TIMBER INTENTS:

Map and Lot# 011-033-000: Mr. Dalessio moved to approve the Timber Intent for Map and Lot# 011-033-000 for the removal of fallen or damaged trees on Rascal Mountain. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

EXCAVATION INTENTS:

Map and Lot# 014-013-000: Mr. Dalessio moved to approve the Excavation Intent for Map and Lot# 014-013-000 for Cold River Materials. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

Map and Lot# 015-011-000: Mr. Dalessio moved to approve the Excavation Intent for Map and Lot# 015-011-000 for Cold River Materials. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

OLD BUSINESS:

Pending Further Action: Mr. Dalessio spoke to developments on Houghton Brook Bridge. The cost of the temporary bridge is approximately 1.1 million dollars. Mr. Dalessio stated that there has been a request that the Town supply \$309,300 in matching funds. Mr. Dalessio stated that the town has \$250,000 from the ARM grant, but the Town has to match \$276,000 in Town funds.

Mrs. Pschirrer asked what anticipated bonds the Town would be going for in 2024. The Selectboard reflected that projects associated with Police and Fire Departments may also require a bond next year. Mr. Dalessio stated his recommendation that the Town bond \$309,300 or supply this match from other available funds. This would allow the Town an extension of the ARM grant. The Town may be able to limit the overall project in order to reduce the town match for the ARPA portion. Mrs. Pschirrer stated that the Town should pursue other avenues for funding. Mr. Dalessio stated that Mr. Kriessle should be asked to separate invoices for the Reservoir Dam and Houghton Brook Bridge because they both have reimbursable grant funding.

NEW BUSINESS:

Mascoma Bank Parking Lot Lease: Mrs. Pschirrer stated that there was a 5-year lease from Mascoma Bank for approval. Ms. Mayberry moved to sign the Mascoma Bank parking lot lease for 5 years. The motion was seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

Recreation Rev. Fund Request: Ms. Mayberry moved to approve the Recreation Committee request to purchase basketball jerseys contingent that sponsor donations will reimburse the fund. The motion was seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

Recreation Rev. Fund Request- Movies: Ms. Mayberry moved to approve the Recreation Committee request to show movies in the summer. The motion was seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

Other Business: Mrs. Pschirrer reflected on an email sent by FMRSD related to Middle School sports. Ms. Mayberry stated that her understanding that the email was sent as an attempt to ensure that whatever FMRSD's consolidated recreation plan looked like, it did not overlap with local towns' own recreation departments.

Mr. Dalessio stated that the pool water level has been lowered. He was advised that the pool needed to be cleaned. Ms. Mayberry stated that the sludge needed to be removed. She will follow up on this matter.

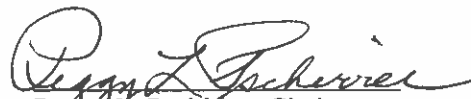
Mrs. Pschirrer spoke to last week's staff meeting. She reviewed that the department managers requested a different staff meeting time and location, requested meeting less frequently, and made positive comments on how they work interdepartmentally during staff meetings. She would prefer department managers not to read their reports. Mrs. Pschirrer suggested having training so that there is an increase in engagement. Ms. Mayberry stated that she agrees with the majority on the time of the meeting. Mr. Dalessio stated that he would want to see written reports each month, but meetings could transition to bi-monthly or quarterly dates. Ms. Mayberry commented that certain buildings would not be suitable for a staff meeting. She would like training topics related to email, listening, general leadership, and confrontation. Mrs. Pschirrer will send an email to department managers informing them that staff meetings will be quarterly beginning in August. Discussions will be topic-based, but there is still an expectation of submitting monthly reports. Mr. Dalessio stated his preference for data driven reports when applicable.


Mrs. Pschirrer stated that the Scholarship Committee is meeting next week. Ms. Mayberry stated that marketing of the scholarships may be beneficial.

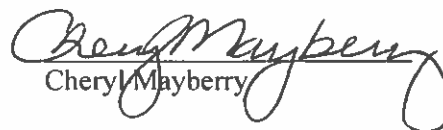
ADJOURNMENT:

Mr. Dalessio motioned to adjourn at 8:10 PM. Ms. Mayberry seconded the motion. With Mr. Dalessio, Ms. Mayberry, and Mrs. Pschirrer in favor, the Selectboard meeting adjourned.

Respectfully submitted,
Jordan Cannon, Recording Secretary


Peggy L. Pschirrer, Chair


Steven Dalessio


Cheryl Mayberry

(Note: These are unapproved Minutes. Corrections will be found in the Minutes of the May 31, 2023, Selectboard meeting.)