

**TOWN OF WALPOLE  
MEETING OF THE SELECTBOARD  
JULY 20, 2023**

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

Staff Present: Sarah Downing, Manager of Administration; Jordan Cannon, Recording Secretary

Others Present: Jan Galloway-Leclerc, ZBA Chair; David Edkins, ZBA Vice-Chair

**CALL TO ORDER:** Mrs. Pschirrer called this Selectboard meeting to order at 6:30 PM. She introduced herself, Peggy Pschirrer, Selectboard Chair, Cheryl Mayberry, Steve Dalessio, Jordan Cannon (Secretary) and Sarah Downing, Manager of Administration.

**OLD BUSINESS:**

**Zoning Board of Adjustment:** Mrs. Pschirrer commented that she has read the letters addressed to Mrs. Galloway-Leclerc from Atty. Hockensmith. Mrs. Galloway-Leclerc asked how to proceed if a Town resident goes to the Zoning Board of Adjustment (ZBA) with the wrong application. She referenced Atty. Hockensmith's letter regarding a resident's application for an expansion for non-conforming use. Discussion was held on the role of present zoning coordinator. It includes reviewing zoning issues prior to the application being reviewed by the ZBA. Mr. Edkins stated that there needs to be a zoning administrator and put forth the argument that the Selectboard is meant to be the administrator of zoning ordinances. Mrs. Galloway-Leclerc recommended having a meeting with the Selectboard and Atty. Hockensmith to clarify the roles of the ZBA and the Selectboard. Mr. Edkins spoke about his experience serving as a zoning administrator. Mr. Dalessio commented on the steps needed for establishing a zoning administrator position in the Town.

Mrs. Galloway-Leclerc reviewed a previous meeting when discussions involved zoning ordinances. Mr. Dalessio about the need to consult with Southwest Regional Planning Commission (SWRPC). Mrs. Galloway-Leclerc asked who the individual would be to whom updates on the Town website would be submitted. Mrs. Pschirrer commented that Mrs. Gohl is working on the new website. However, this individual would not be the website administrator after the website is launched.

Mr. Edkins and Mrs. Galloway-Leclerc departed the meeting.

**ACCOUNTS PAYABLE:**

Mr. Dalessio moved to approve the Accounts Payable Check Register in the total amount of \$143,658.47 for checks issued 7/21/2023. This includes a \$65,949.59 payment to Clearwater Pool and Spa of Keene for Town pool repairs. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

**PAYROLL:**

Mr. Dalessio moved to approve the Payroll Register totaling \$43,283.68 dated 7/21/23 and the 941 Payroll Tax Transfer of \$10,985.42. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

**SELECTBOARD MEETING MINUTES:**

SELECTBOARD MEETING – July 13, 2023: Mr. Dalessio moved to approve the Minutes of the Selectboard meeting of July 13, 2023. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry, and Mrs. Pschirrer in favor, the motion was approved.

**SELECTBOARD NON-PUBLIC SESSION – July 13, 2023:** Mr. Dalessio moved to approve the Minutes of the Selectboard Non-Public Session of July 13, 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.

#### **COMMITTEE REPORTS:**

Mr. Dalessio brought to the chair's attention the following committee reports:

- Conservation Commission Meeting – June 5, 2023
- Conservation Commission Meeting – July 10, 2023
- Planning Board Meeting – July 11, 2023

Mrs. Pschirrer so recognized these minutes.

#### **OLD BUSINESS:**

**Wage Rate for Pool Employees:** Ms. Mayberry reviewed the lifeguards' concern in the previous year about wages. She stated that in order to make a proportionate adjustment with a new hire, the other returning lifeguards would receive a \$3 an hour increase. Discussion was held over the present recreation budget as it relates to potential increases in lifeguard pay rates. This discussion was tabled and resumed during the Non-Public session.

**Map and Lot# 008-008-001:** Mrs. Pschirrer spoke to a building permit notice that was sent out to a resident who was building a home without a building permit. The Selectboard confirmed that the \$500 penalty remains in effect. The homeowner was told to obtain a permit at an earlier meeting. It was recorded in the Selectboard minutes.

**Pending Further Action:** Mr. Dalessio spoke to an update with Houghton Brook Bridge. Planning is in process for a single-lane wood plank bridge plan as an alteration to the original plan. Mr. Dalessio added that on School and Union Streets, there is a move forward to correct the drainage from the box to the edge of School Street. The Town is not going to go up the slope of Prospect Hill to fix the upstream portion.

Mr. Dalessio announced that there will be a pre-construction meeting with DES regarding Reservoir Dam. Mrs. Pschirrer reported that the paving is completed for the Brownfields site/new parking lot. Mr. Dalessio stated that nothing has been done for the sidewalks on Main Street. He hoped that work would be done in the coming year. The two priorities for the Highway Department are Middle Street and paving.

#### **NEW BUSINESS:**

**FMRSD Superintendent:** Mrs. Pschirrer stated that she and Mr. Dalessio met the new FMRSD Superintendent. She stated that there is a letter to notify the superintendent of community events. Ms. Mayberry stated she invited the new superintendent to attend a Selectboard meeting. Mrs. Pschirrer asked Mrs. Downing to forward the dates of the Walpole Concerts on the Common.

**5-Town Meeting Cancellation:** Mrs. Pschirrer discussed the previous 5-Town meeting, in which Lou Beam presented on the topic of bulk purchases of fuel. Mrs. Pschirrer stated that the next meeting, scheduled to take place in Acworth, is canceled due to road closures and flood damage.

**Complete Streets Grant and MAST Annual Meeting:** Mrs. Pschirrer stated that a meeting occurred yesterday. Mr. Dalessio stated that Complete Streets has already been covered.

#### **HOOPER TRUSTEES:**

Ms. Mayberry moved to enter into the Hooper Trustees meeting at 7:34 p.m. Mr. Dalessio seconded. With Ms. Mayberry, Mr. Dalessio, and Mrs. Pschirrer in favor, the motion was approved.

The meeting reconvened at 7:44 PM.

**NON-PUBLIC BUSINESS RSA 91-A:3 II (a):**

Ms. Mayberry moved to enter into Non-Public Session pursuant to RSA 91-A:3 II (a) at 7:45 PM. Mr. Dalessio seconded. With Ms. Mayberry, Mr. Dalessio, and Mrs. Pschirrer in favor, the motion was approved.

The meeting was reconvened at 8:09 PM.

**ADJOURNMENT:**

Mrs. Pschirrer declared the meeting adjourned at 8:10 PM.

Respectfully submitted,  
Jordan Cannon, Recording Secretary

  
Peggy L. Pschirrer, Chair

  
Cheryl Mayberry

  
Steve Dalessio

(Note: These are unapproved Minutes. Corrections will be found in the Minutes of the July 27, 2023, Selectboard meeting.)

