

**TOWN OF WALPOLE
MEETING OF THE SELECTBOARD
SEPTEMBER 14, 2023**

Selectboard Present: Peggy Pschirrer, Chair and Cheryl Mayberry

Staff Present: Sarah Downing, Manager of Administration; Ahmad Esfahani, Recording Secretary

Others Present: Ray Boas

CALL TO ORDER: Mrs. Pschirrer called this Selectboard meeting to order at 6:30 PM. She introduced herself, Peggy Pschirrer, Selectboard Chair, Cheryl Mayberry, Sarah Downing, Manager of Administration, and Ahmad Esfahani, Recording Secretary. She explained that Mr. Dalessio was not present because he was at a meeting, but a quorum of Selectboard members was present for a meeting to be held.

Mrs. Pschirrer asked Mr. Boas to speak. He asked for the written terminology for a cease-and-desist order. Mrs. Pschirrer explained that this matter may be tabled until the non-public session. Mrs. Pschirrer explained that any construction must be halted because there is no building permit. Mrs. Pschirrer explained that the Selectboard has the responsibility to enforce the decisions of the Planning Board.

PAYROLL:

Ms. Mayberry moved to approve the Payroll Register totaling \$31,004.08 dated 9/15/23 and the 941 Payroll Tax Transfer of \$6,755.59. Seconded by Ms. Pschirrer. With Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

SELECTBOARD MEETING MINUTES:

SELECTBOARD MEETING – September 7, 2023: Ms. Mayberry moved to approve the Minutes of the Selectboard meeting of September 7, 2023. Seconded by Mrs. Pschirrer. With Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

SELECTBOARD NON-PUBLIC SESSION – September 7, 2023: Ms. Mayberry moved to approve the Minutes of the Selectboard Non-Public Session of September 7, 2023. Seconded by Mrs. Pschirrer. With Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved. The minutes are to remain sealed.

COMMITTEE REPORTS:

Ms. Mayberry brought to the chair's attention the following committee reports:

- North Walpole Commissioners Meeting– September 5, 2023

Mrs. Pschirrer acknowledged these minutes.

TIMBER TAX ABATEMENT:

Map and Lot# 013-053-001: Ms. Mayberry moved to approve the timber tax abatement of \$511.71 for Map and Lot# 013-053-001, as the quality of cut was reduced. Seconded by Mrs. Pschirrer. With Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

BUILDING PERMITS:

2023-22, Map and Lot# 011-006-000: Ms. Mayberry moved to approve a building permit for Map and Lot# 011-006-000 to add a new 87' x 48.6' addition and garage/barn. Seconded by Mrs. Pschirrer. With Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

2023-23, Map and Lot# 017-008-001: Ms. Mayberry moved to approve a building permit for Map and Lot# 017-008-001 to install a 21' x 12' ground mount solar array. Seconded by Ms. Mayberry. With Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

OLD BUSINESS:

Parking Policy: Mrs. Pschirrer stated she has a copy of the Town's parking ordinance but is going to rewrite the policy with clearer language.

NH DMV Letter: Ms. Mayberry moved to allow interim road agent Mike Symonds to register vehicles and trailers on behalf of the town of Walpole. Seconded by Ms. Mayberry. With Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

Employee Uniforms: Mrs. Pschirrer stated this item would be tabled and will be discussed at the following Selectboard meeting.

Management Book: Mrs. Pschirrer felt that the next staff meeting should include the distribution of a management book. Mrs. Pschirrer and Ms. Mayberry stated they would look at how to incorporate this book into the quarterly meetings before distributing the book to the department managers.

NEW BUSINESS:

Appointment Notices: Mrs. Pschirrer moved to approve the appointment of Nicole Adams to be an alternate on the Conversation Committee, and to serve as a Hooper board member, both until 3/20/2026. Seconded by Mrs. Pschirrer. With Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

Tax Collector: Mrs. Pschirrer spoke about the possibility of the tax collector having her own postage meter, or sharing the one that is in the Selectboard Office. Ms. Mayberry stated that if the Tax Collector and Town Clerk's Office had their own postage meter, they would be responsible for tracking their separate postage expenses. Ms. Mayberry stated that the cost of the postage meter should be investigated before a decision is made. The immediate solution is to buy pre-stamped envelopes.

Complete Streets Grant Extension: Mrs. Pschirrer stated that the deadline to apply for this grant was extended until 10/27/2023.

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

Ms. Mayberry moved to enter into Non-Public meeting at 6:55 PM. Mrs. Pschirrer seconded. With Ms. Mayberry, and Mrs. Pschirrer in favor, the motion was approved.

The meeting reconvened at 7:24 PM.

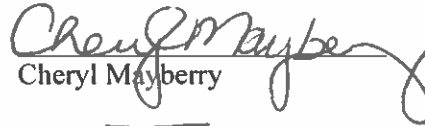
ADJOURNMENT:

Mrs. Pschirrer declared the meeting adjourned at 7:25 PM.

Respectfully submitted,
Ahmad Esfahani, Recording Secretary



Peggy L. Pschirrer, Chair



Cheryl Mayberry

Steven Dalessio

(Note: These are unapproved Minutes. Corrections will be found in the Minutes of the September 20, 2023, Selectboard meeting.)

