

TOWN OF WALPOLE, NEW HAMPSHIRE
MEETING OF THE SELECTBOARD
JULY 18, 2024

SELECTBOARD PRESENT: Cheryl Mayberry, Chair, Steven Dalessio and Carolyn Vose

STAFF PRESENT: Sarah Downing, Manager of Administration, and Sue Bauer, Recording Secretary

GUESTS PRESENT: Cathy Robinson, Jill Robinson and Melanie Zwolinski

CALL TO ORDER: Ms. Mayberry called the Selectboard meeting to order at 6:30 PM in the Walpole Town Hall.

Ms. Mayberry moved this item to the top of the agenda since guests wished to speak to it.

Map and Lot # 022-014-000: Jill Robinson, Cathy Robinson, and Melanie Zwolinski are requesting a waiver of the \$500 fine for construction without a variance or building permit. Jill Robinson summarized the timeline. Cathy Robinson, her sister, started trying to get a building permit on May 21, 2024 when she first learned she needed to have one to add a front porch. She spent three months getting the Zoning variance. By consensus the Selectboard dropped the fine.

Jill Robinson, Cathy Robinson and Melanie Zwolinski left the meeting.

PAYROLL

Ms. Vose moved to approve the Payroll Register totaling \$35,837.36 dated 7/19/2024 and the 941 Payroll Tax Transfer of \$7,107.45. Seconded by Mr. Dalessio. With Ms. Vose, Mr. Dalessio, and Ms. Mayberry in favor, the payroll register was approved.

SELECTBOARD MEETING MINUTES

Selectboard Meeting – July 11, 2024: Ms. Vose moved to approve the Minutes of the Selectboard meeting of July 11, 2024. Seconded by Mr. Dalessio. With Ms. Vose, Mr. Dalessio and Ms. Mayberry in favor, the minutes were approved.

Non-Public Selectboard Meeting – July 11, 2024: Ms. Vose moved to approve the Minutes of the Non-Public Selectboard meeting of July 11, 2024. The minutes will remain sealed. Seconded by Mr. Dalessio. With Ms. Vose, Mr. Dalessio and Ms. Mayberry in favor, the minutes were approved and the minutes are sealed.

COMMITTEE REPORTS

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

- Planning Board Meeting – June 11, 2024
- Planning Board Meeting – July 9, 2024
- Pre-K – 8 Withdrawal Study Committee Meeting – July 10, 2024

Ms. Mayberry acknowledged these minutes.

PROPERTY TAX ABATEMENTS

Map and Lot #003-082-CL4: This is for NH Public Radio on the NH Public Broadcasting Tower. The non-profit should not have received a tax bill. The A-9 and A-12 forms/financial information was

submitted before the deadline. Ms. Vose moved to approve the abatement for Map and Lot #003-082-CL4. Seconded by Mr. Dalessio. With Ms. Vose, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

Map and Lot #028-105-000: This is Town owned property going up for sealed bid sale. Ms. Vose moved to approve the abatement for Map and Lot # 028-105-000. Seconded by Mr. Dalessio. With Ms. Vose, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

Map and Lot #014-005-000: This is another Town owned property going up for sealed bid sale. Ms. Vose moved to approve the abatement for Map and Lot #014-005-000. Seconded by Mr. Dalessio. With Ms. Vose, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

OLD BUSINESS

Pending Further Action: Parking Policy, Generators, Old North Main and High Street Bridges/Culverts, Houghton Brook Bridge, and Reservoir Dam

Report on Ongoing Projects: Mr. Dalessio reported that we should get an update from Fuss & O'Neill on July 19th. ARPA Grant funding requires that the Town has projects under contract by 12/31/2024. The work does not need to be completed this year.

Deputy Forest Fire Warden: The approval occurred last week, but one form was not signed. The Selectboard signed the form.

2022 Financial Audit: Ms. Mayberry reported that the representative letter was to be sent this afternoon by Vachon Clukay. The Letter was not received. This item was tabled until the next meeting.

West Side of Town Hall Siding Project: A work order for structural repairs and to add insulation is pending from Jancewicz & Son. The work can proceed since it was already approved, and as long as the cost is less than the \$20,000 contingency planned into this project.

Dunkin Donuts Pending Building Permit: Mr. Dalessio spoke to the pending building permit. Jason Hill, who is representing Dunkin Donuts emailed stating that the NH Dept. of Transporting (DOT) permit process is taking a very long time. He asked permission to obtain a building permit now so that work can proceed this year. NH DOT needs to issue their permit before the Town will issue a building permit. There was Selectboard consensus that there are no exceptions to that rule.

New Town Website: CivicPlus is requesting a "live" date of July 26th. Not all content is uploaded. The current status is that the Police Department has nothing on the new site, Highway is trying to do some updates, and Mrs. Downing is working on general updates. The concern is that the CivicPlus contact is going on extended medical leave as of August 12th. The Town website will go live on August 6th. Mrs. Downing will let CivicPlus know.

Great River Hydro Response to Comments: Lengthy reports have been received from Great River Hydro. Ms. Mayberry will read the reports to see if there is anything that applies to Walpole.

NEW BUSINESS

Recreation Committee Resignation: Katie Beam has resigned from the Recreation Committee. Consensus is to accept her resignation and thank her for her work on behalf of the Town.

Town Clerk: The Town Clerk's Office will not offer Dept. of Motor Vehicle (DMV) services the week of August 5th – 9th because Meghan Hansson, Town Clerk, will be away doing her recertification. Other services not related to DMV will be available at the regular hours.

Colonial Life Optional Employee Insurance: The Selectboard is requested to consider moving from Aflac to a new, optional employee insurance provider. Colonial Life offers more coverage options including pet insurance and is less expensive. This is a benefit that employees pay for. The Board asked if Colonial Life will also cover the Selectboard? Employees will also have the option to stay with Aflac with their current insurance coverage.

Unlicensed Dog Report: It is an RSA obligation for the Town Clerk to provide the Selectboard with this report annually. The Selectboard acknowledges the report and asks the Town Clerk: What is the plan to reduce the list?

Cold River Materials Air Violation Update: The violations have been addressed and the location is now in compliance with federal air regulations.

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

Ms. Vose moved to enter into Non-Public Session pursuant to RSA 91-A:3 II (b) (c) at 7:14 PM. Mr. Dalessio seconded. With Ms. Vose, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

The meeting was reconvened at 7:41 PM.

Mr. Dalessio moved that the Non-Public Session Minutes be sealed. Seconded by Ms. Vose. With Mr. Dalessio, Ms. Vose and Ms. Mayberry in favor, the motion was approved.

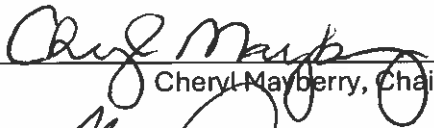
HOOPER TRUSTEES


Ms. Mayberry moved to enter into the Hooper Trustees meeting at 7:41 PM. Mr. Dalessio seconded. With Ms. Mayberry, Mr. Dalessio, and Ms. Vose in favor, the motion was approved.

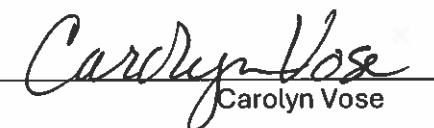
The meeting was reconvened at 7:51 PM.

ADJOURNMENT: Ms. Mayberry declared the meeting adjourned at 7:51 PM.

Respectfully submitted,
Sue Bauer, Recording Secretary


Cheryl Mayberry, Chair


Steven Dalessio


Carolyn Vose

(Note: These are unapproved Minutes. Corrections will be found in the Minutes of the July 25, 20224 Selectboard meeting.)