

**Lancaster Selectboard  
Minutes of Meeting**

**Meeting held in Town Hall-Second Floor**

**Tuesday – 09/06/2022**

The meeting was called to order by Chairman Shane Beattie at 6:30 PM followed by the Pledge of Allegiance.

**Initial Business:**

**Roll Call:**

Selectboard:

**Present:** Chairman Shane Beattie, Troy Merner and Leon Rideout.

Others attending: Town Manager Benjamin S. Gaetjens-Oleson, Finance Director Michael Nadeau, Solid Waste Director Brian Patnoe, Highway Foreman Tim Brown, Phlume Media, Joe Bachofer, Joe Bachofer and Paul Hayes.

**Public Hearing: Acceptance of Unanticipated Monies over \$10,000.00:**

- To accept a NH Department of Environmental Services grant in the amount of \$100,000.00 to do preliminary engineering work for the Phase 1 of recommendations for combined sewer separation from the 2021 Wastewater Facilities Plan Report.  
Town Manager Benjamin S. Gaetjens-Oleson explained the grant was awarded to the Town to begin implementation of recommended tasks in the Town wastewater asset management plan. The project will revolve around identifying areas to begin separating stormwater from wastewater.  
Chairman Shane Beattie asked if anyone from the public wished to speak on the matter. There being none Mr. Beattie asked if the Selectboard had any questions. There were none.  
**A motion was made by Leon Rideout and seconded by Troy Merner to accept the NH DES grant for \$100,000.00 as presented and authorize Town Manager Benjamin S. Gaetjens-Oleson to sign any and all paperwork related to the grant.**
- To accept from the NH Department of Transportation a special one-time highway payment in the amount of \$90,263.10 in accordance with SB 401.  
Mr. Gaetjens-Oleson explained this was a one-time disbursement from State surplus funds to go to support Town roads. It should be used for roadway projects or even the purchase of equipment that is used to maintain the roads. Mr. Gaetjens-Oleson did say the Town had already received the money. Highway Foreman Tim Brown explained he could use it next year to do drainage work on Railroad Street and pave that remaining section.  
Chairman Shane Beattie asked if anyone from the public wished to speak in the matter. There being none Mr. Beattie asked if the Selectboard had any questions. There were none.  
**A motion was made by Leon Rideout and seconded by Troy Merner to accept the unanticipated funds from the State of NH in the amount of \$90,263.10 as outlined in SB 401 and authorize Town Manager Benjamin S. Gaetjens-Oleson to sign any and all paperwork related to the funding.**
- To accept from the NH Department of Transportation a special one-time bridge aid payment in the amount of \$136,000.00 in accordance with SB 401.  
Mr. Gaetjens-Oleson explained this money was like the previous allotment and also came from State surplus per SB 401 with the intent of decreasing the number of red-listed bridges in the

State. He explained his hope to use some of the money on the Mechanic Street covered bridge, to re-deck it while the accident damage is repaired. The Town has not received the money yet and it is expected to be a little over \$135,000.00 but since the exact amount isn't confirmed he set the approved amount to \$136,000.00.

Chairman Shane Beattie asked if anyone from the public wished to speak in the matter. There being none Mr. Beattie asked if the Selectboard had any questions. There were none.

**A motion was made by Leon Rideout and seconded by Troy Merner to accept the unanticipated funds from the State of NH up to \$136,000.00 as outlined in SB 401 and authorize Town Manager Benjamin S. Gaetjens-Oleson to sign any and all paperwork related to the funding.**

**Appointments:** None.

**Department Head Updates:**

- Brian Patnoe, Solid Waste Director: Brian Patnoe announced the Household Hazardous Waste Day (HHWD) held in August saw 153 units disposed of at the Transfer Station site. He explained a unit is defined as up to 5 gallons of product. The cost of that disposal came to \$6,865.00. He thinks next year's day should be shortened to 3 hours to lessen the expense for the contractors. Last year's HHWD saw 209 units but he believes that was because there were a lot of big loads and Stratford used our facility as a drop off point. They did not this year-they went through the NRRRA. He did report that markets are beginning to drop and he couldn't find a mill to take cardboard. He is trying to work with other towns to send split loads so the transport expense could be shared.
- Tim Brown, Highway Foreman: Tim Brown reported the roadside mowers are almost done and are doing a good job. The Department is beginning to mark culverts. He informed the Board that we did finally purchase the 1.5 ton. Delivery should be in 3 to 5 weeks. It was purchased through Ford of Claremont after it was determined North Country Ford was not sure they could get one for us anytime soon. The one purchased was because of a previous deal that fell through for the dealer. Mr. Brown also reported that in conjunction with the Conservation Commission we had many areas of Town that are infested with Japanese knotweed treated.
- Tim Bilodeau, Water Sewer Superintendent: Mr. Gaetjens-Oleson explained Tim Bilodeau could not attend the night's meeting but would be in attendance at the 9/19 meeting.
- Robin Irving, Land Use Coordinator: Mr. Gaetjens-Oleson explained Robin Irving was not able to attend but he had her report to share. Ms. Irving has scheduled flagger training and CPR/First Aid Training for the staff this month. She has also submitted applications to the State InvestNH program for the money available to communities that have approved affordable housing projects. When all are submitted we should have submitted for 14 approved units which would net the Town \$140,000.00. She will be writing a grant for money to create amendments to our land use regulations. She has received a quote from Cartographics to expand upon our digital tax maps to make them more functional and user friendly. She is progressing with projects for the Water/Sewer Departments to map service lines and install security measures at the water treatment plant. She is also in conversation with an internet company to supply better broadband to the Town buildings.

**New Business:**

- Accept a NH Department of Environmental Services Used Oil Collection grant in the amount of \$10,000.

Mr. Gaetjens-Oleson explained this grant only had to be accepted during a public meeting because it was under \$10,00.00. Mr. Patnoe continued to explain the grant was to purchase a new transfer pump, 10 bags of speedy dry and a couple of funnels for the Transfer Station. These items are necessary for the facility to stay in compliance. The amount of the grant is \$1,747.00. Mr. Patnoe plans to apply next year for more money to drain our existing oil tanks of water. The grant would pay to do that and the disposal.

**A motion was made by Leon Rideout and seconded by Troy Merner to accept the NH DES Used Oil Collection grant in the amount of \$1,747.00 and authorize Town Manager Benjamin S. Gaetjens-Oleson to sign any and all paperwork related to the funding.**

**Old Business:**

- Review and Approval of August 1, 2022 meeting minutes.  
**A motion was made by Leon Rideout and seconded by Shane Beattie to approve the minutes of the 08/01/2022 Selectboard meeting as written. A vote was taken and the motion carried with Troy Merner abstaining due to his absence at that meeting.**
- Sign Various Paperwork.  
The Selectboard signed Inspector of Elections appointments, an Intent to Cut for Josh Rivard off Portland Street and two Timber Tax Warrants. One for Lewie Cassady and one Todd & Jeannine Kenison.
- Fireworks Ordinance.  
Mr. Gaetjens-Oleson explained he had made the final requested edit to the document to take out the reference of having a receipt for the fireworks purchase before a permit is issued.  
**A motion was made by Leon Rideout and seconded by Toy Merner to approve the Fireworks Ordinance as presented. A vote was taken and the motion carried.**
- Fuel and Winter Sand bids to be opened at September 19th meeting.  
Mr. Gaetjens-Oleson reminded the Selectboard that heating oil and propane and winter sand bids would be opened out the next meeting on the 19<sup>th</sup>.

**New Business (cont.):**

- Acceptance of donation to the Art Mural Project.  
Mr. Gaetjens-Oleson reported the Town received a donation of \$250.00 from Wayne & Tricia Frenette/Wayno's Disposal for the Mural Project.  
**A motion was made by Troy Merner and seconded by Leon Rideout to accept the \$250.00 donation from Wayne & Tricia Frenette/Wayno's Disposal for the Lancaster Mural Project. A vote was taken and the motion carried.**  
Mr. Gaetjens-Oleson reported the mural dedication/ribbon cutting celebration was very well attended.
- Pro Forma Invoice.  
Mr. Gaetjens-Oleson explained he included this in the Board packet to remind them that they would have to adjust some budget lines due to the increased costs in some items. This would be happening in the coming months when some of the final expenses were identified.
- Letter from Donald Muise owner of Holton Island in the Connecticut River.  
Mr. Gaetjens-Oleson read a letter he received from Donald Muise who is a native of the area and owns an island with his wife in Lancaster on the Connecticut River. They would like to donate the land to an organization that would preserve it for natural purposes. They offered it to NH Fish and Game as a Wildlife Management Area. Fish and Game did not accept the offer but recommended they contact the Town to see if we would have ideas. Mr. Gaetjens-Oleson

explained he felt the Town would be good stewards of the land, especially based on the Conservation Commission's recent work. He felt that they could have a large part in the management and planning of the future uses of the land. Mr. Gaetjens-Oleson is asking the Selectboard to give him permission to speak with Mr. Muise and discuss options and he would report back at the next meeting.

**A motion was made Leon Rideout and seconded by Troy Merner to authorize Town Manager Benjamin S. Gaetjens-Oleson to contact Donald Muise and discuss his intent for donation of his land known as Holton Island and offer the Town as a willing beneficiary of the donated land. A vote was taken and the motion carried.**

Paul Hayes asked if boats could be put in the river at the island. Mr., Gaetjens-Oleson explained that they cannot as the land is an island with only access from the river.

- Other Business. None.

### **Information:**

- Letter from NHDOT regarding Special One-Time Highway Payment – SB401.
- Copy of response letter to Lorraine Merrow regarding her sewer line.  
Mr. Gaetjens-Oleson reported that Ms. Merrow sent response letters to the Selectboard and himself that he just got that day asking the Board to reconsider their decision from the previous meeting. She also wanted a copy of the sewer ordinance. The Board stated they would not reconsider as no new information was presented to them and they still have not seen any of the pictures Ms. Merrow has referenced she has. Mr. Gaetjens-Oleson will reply to her letter informing her of their decision and to send a copy of the ordinance.
- Copy of letter to Arlene Allin regarding Public Access at Wastewater Lagoon property.
- Riverbend & Headwaters 2022 social invite.
- Thank you letter from American Red Cross for the Town appropriation.
- Land Use Permits
  - Derrick Felch, 49 Garland Road
  - Anna Marie Harrison, 39 Forbes Street
  - Joel Sanford, 224 Portland Street – solar
  - Joel Sanford, 224 Portland Street – pool
  - Tri-County Community Action, 56 Prospect Street
  - David Haas, 8 Grove Street
  - James Murphy, 23 Prospect Street
  - David Hutchins, 229 North Road
  - Philippe Gervais, 96 Elm Street
  - Daan Vondell, 112 Wesson Road
  - Travis McNally, 683 Main Street
- Sign Permit
  - Taproot Marketplace/Melissa Grella, 101 Main Street
- Zoning Board Notice of Decision
  - Derrick Felch, 49 Garland Road – Area Variance
  - Josh Rivard, 222 Portland Street – Special Exception

### **Other Business:**

- Mr. Gaetjens-Oleson informed the Board of the accident at the corner of Main and Middle Streets that damaged one of the Town's poles. He told the Board that EverSource cannot find a vendor to get replacement poles. One was already destroyed due to the accident in March that

also destroyed the Kent Fountain. He told the Board that if a proper replacement could not be found the Town may have to start getting new styles of poles and slowly replace them as money allows.

- Mr. Gaetjens-Oleson announced that Greg Cloutier had passed away the day before. He told the Board that he had already gotten several calls from people asking what the Town as going to do for him. He was not looking for an answer but he wanted the Board to think of ideas as Greg was a great steward, friend and partner to the Town and something should be done to celebrate him. Troy Merner stated there would be no funeral services for him but a Celebration of Life at the Rialto in October on his birthday.
- Leon Rideout expressed his concerns with the price of gas and oil. Mr. Gaetjens-Oleson stated the Town will go over on most of those lines and will have to make line item adjustments. Those budget items would also need to go up for next year.

Shane Beattie asked if anyone from public wished to speak on anything. There was none.

A motion was made by Troy Merner and seconded by Leon Rideout to adjourn the meeting. A vote was taken and the meeting adjourned at 7:26 PM.

**Respectfully,**

**Benjamin S. Gaetjens-Oleson – Clerk Pro Tem**

**Approved:**

**Shane Beattie  
Chairman**

**Troy Merner**

**Leon Rideout**