

## MINUTES

**SELECTMEN'S MEETING  
TOWN HALL**

**October 3, 2022  
6:30 PM**

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### **ATTENDEES:**

Selectman Shane Beattie      Selectman Troy Merner      Selectman Leon Rideout  
Town Manager Benjamin Gaetjens-Oleson      Charity Baker      Michael Nadeau  
Department Heads      Members of the Public      Phlume Media

The meeting was called to order at 6:30 p.m. by Selectman Shane Beattie.

### **PLEDGE OF ALLEGIANCE**

### **DEPARTMENT HEAD UPDATES:**

**Water/Wastewater Supervisor Timmy Bilodeau** reported they will read meters tomorrow, the fire hydrants are done, and they are finishing up the sewer line rehabilitation. The SCADA system is still being worked on.

**Transfer Station Supervisor Brian Patnoe** reported they are preparing to send out a load of tires. 25-30,000 lbs. He doesn't know the market prices at this point, they will be coming out in the next few days.

**Land Use Coordinator Robin Irving** reported there is no Planning Board public hearing this month and there was no Zoning Board meeting in September so she has been working on some follow up cause the zoning board asked about the banners and signs that were around the Family Dollar/Dollar Tree. They were cooperative and took them down. She sent follow up letters to Verizon and the Big Apple because those are not permitted either.

She submitted 4 applications, 3 are for the \$10,000 per unit for the Invest NH money which should be announced at the end of the week and will be in the amount of \$170,000. She would like to use it for planning & zoning support and mapping. She also would like to get a consultant for the capital improvement plan.

The 4<sup>th</sup> application was for a planning and zoning grant in the amount of \$60,000. It will pay for someone to come in and review everything we have for planning and zoning to make all regulations and ordinances consistent as it relates to housing development.

The Planning & Zoning boards also have a request to find provisions to control or regulate short term rentals as it could become a problem. They don't want to restrict it they just want to be able to monitor and control it.

We were award some of the ARPA money from the water audit for DES, which is free to us. It will tie into the rates analysis that she has been working on with the University of North Carolina. She would like to have a public presentation for the board with the University of North Carolina regarding the rates analysis.

The Source Water Protection grant is for a fence and security cameras around the water plant. It is a \$25,000 cap with no match grant.

The Broadband project committee has requested the maps from the County project which they are waiting on.

The Safety committee has set up some trainings and the police department is working on a training to deal with unruly customers.

**Highway Foreman Tim Brown** reported that Pike will be grinding this week and paving next week. He has calls out for next year’s paving and the deadline for quotes will be mid-Summer. Winter sand is currently being delivered and the new 1-ton is getting the body put on.

**OLD BUSINESS:**

- Review and approval of September 20 & 28, 2022 meeting minutes.

**Motion made by Leon and seconded by Shane to approve the September 20, 2022 meeting minutes. Shane and Leon voted to approve and Troy abstained as he was not in attendance at that meeting.**

**Motion made by Troy and seconded by Leon to approve the September 28, 2022 meeting minutes. Troy and Leon voted to approve and Shane abstained as he recused himself from the discussion and vote for winter sand at that meeting.**

- Transfer Station job descriptions – The board reviewed, approved and signed the job descriptions for a Solid Waste Manager and Assistant Solid Waste Manager. Ben mentioned the ad for the positions went out on Facebook, the NHMA and NRRRA websites and he went over the deadlines for each of the position postings.

**NEW BUSINESS:**

- Acceptance of the Lancaster Highway Safety Grant in the amount of \$5,000. Ben reviewed the details of the grant.

**Motion made by Leon and seconded by Troy to accept the Highway Safety Grant in the amount of \$5,000 and to authorize Town Manager Benjamin Gaetjens-Oleson to sign any and all paperwork related to the grant. All in favor. Motion carried.**

**INFORMATION:**

- Letter from the Conservation Commission letting the board know they will be performing their annual inspection of land in easement to ensure the boundaries and general requirements are in order. Ben also mentioned they Commission also brought in copies of the completed functional wetlands assessment. They will be hosting a public presentation at their public meeting at the Town Hall on October 11<sup>th</sup>. Also, Julie Evans will be at the meeting to talk about her recreation and trails project.
- North Country Home Health & Hospice Agency submitted their 2023 budget request along with their 2022 annual report.
- 2023 Tentative budget schedule for the department heads to meet with board.

- 2023 tentative budget schedule for the department heads to meet with budget committee.
- NHDES letter to Portland Pipeline regarding Utility Statutory Permit-by-Notification. Project location: Lancaster ROW.
- Land Use Permits –
  - John & Jason Berube, off Gore Road – Construct stick-built 24’x32’x28’ 2BR/2BA 1.75-story single family home on full concrete foundation with walkout, propane forced hot air plus wood heat, asphalt shingle roof. Construct detached stick-built 24’x26’ garage with asphalt shingle roof, 2 9-foot overhead doors and 1 man-door on slab.
  - Alan Savage, 493 Main Street – Construct 3 self-storage units as described and approved in Site Plan Case #824.
  - Weeks Memorial Hospital, 173 Middle Street – Renovate 1<sup>st</sup> level 43’x36’ LPCC shell space to create via corridor a pharmacy & offices; install HVAC, flooring, 2 sinks, walls, low hazard ceilings (ground & 2<sup>nd</sup> level).

Ben mentioned it appears Main Street will not be paved this year and he had an email exchange with Phil Beaulieu from DOT regarding the crosswalk changes and the raising of the manholes and informed him they will be responsible for prepping them for winter.

He also reported the revised revenues have been submitted and the adjustment shows the town’s rate will decrease by 12 cents per thousand and when it was initially projected at budget time it was going to increase by 10 cents.

He mentioned he has been talking with the department heads about possibly keeping the water department truck that was replaced to be used for projects around town and used for the mowing in the summer time instead of the person using their personal vehicle.

John Garrison mentioned he attended the NHMA budget training and reported that it was very educational.

**Motion made by Leon and seconded by Troy to adjourn. All in favor. Motion carried.**

Respectfully submitted,

Charity M. Baker

Board of Selectmen

Date: \_\_\_\_\_

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Shane Beattie

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Troy Merner

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Leon Rideout