

MINUTES

**SELECTMEN’S MEETING
TOWN HALL**

**February 6, 2023
6:30 PM**

ATTENDEES:

Selectman Shane Beattie 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:

Land Use Coordinator Robin Irving reported she and Timmy Bilodeau have been working on a water audit with DES and it will give them an idea of what our water loss is in relation to water that is billed. They will be meeting with DES tomorrow to go over the report.

The zoning hearing for the solar array was tabled until the meeting this month due to the weather the night of the January meeting. She is going to ask them to also submit their site plan review for planning meeting at the beginning of March. The closing on the property is supposed to happen March 30th.

She has been working on an asset list for the capital improvement plan.

Her main focus has been on the housing money and there will be a public hearing at this meeting to accept the money that will be used to hire a consultant that will go over all of the town’s regulations and ordinances with regards to housing with hopes to draft amendments to be voted on at next year’s town meeting.

Also, there is the demolish grant for the developer in town who thought they completed the historical review but they only filled out the request for a historical review. So that is finally completed and been submitted to department of Cultural Resources and are waiting a response.

She sat in on a BEA update and they said there is going to be a second round of money through SB231, so that there can be another application for affordable housing in late spring, early summer. She believes that could be an option for this developer where they didn’t get the capital grant the first time around.

As far as the per unit money, there was some information that she may request a waiver of the cap of \$10,000 and ask for \$20,000. She requested the waiver and was denied. She knows the developer is going to finish the work on the old Lancaster House of Pizza building which will make the Town eligible for \$60,000 in municipal per unit money. They are still deciding what they are going to do with the old Simon the Tanner building. They also going to move forward with housing development on the old Lancaster Floral property. NH Housing Authority is helping with financing with that and she sent out information today about pursuing CDBG money which will be for all new construction so she believes they will table the work on the Simon the Tanner building until the next round of funding and focus on new construction with the CDBG funds.

Water/Sewer Supervisor Timmy Bilodeau reported a malfunction with the valve by the covered bridge which ended up draining the clear well at the water plant and the new SCADA system alarm channel is not tied into it so the plant pretty much went dry and put air into the cross-country line so they had to go out and bleed the air out of the line or water will not be able to make it to town. He shut all the electronics off on that valve and is running it manually until the issue is resolved. He mentioned the cross-country line has a lot of downed trees and brush that needs to be cleared and he has a couple options to get that work done.

Transfer Station Supervisor Rusty Scott reported DES came to inspect the used waste oil system and it turned into a full site inspection/review. He stated it was pretty simple stuff that needed to be fixed. He worked with the DES office to get the site ID form completed which is one of the requirements of a transfer station. There was some discussion regarding contractors and contractor debris fees which is coming in as a deficit. He mentioned it is very difficult to judge the amount that comes in and not everyone does it the same. He has some ideas to get accurate measurements of what is being dumped for debris. He is hoping to solve that in the next couple of weeks.

Highway Foreman Tim Brown reported they are mostly business as usual. The new employees are working out really well. Also, there are 3 quotes for the new mower which money was encumbered from 2022. Three businesses submitted quotes.

- Blackmount Equipment quoted a John Deere 25hp, 52” deck for \$14,481.69
- Bear Small Engine – Skag, 23hp, 52” deck for \$14,064.12
- Jon Parks – Gravely, 27hp, 52” deck \$15,000.00

Tim would like to go with Jon Parks tractor. It is more convenient to go local incase any repairs are needed. Shane asked if it was going to have a bagger as he feels higher horse power is needed when using a bagger. Tim said the mower will have a bagger.

Motion made by Leon and seconded by Shane to purchase the Gravely from Jon Parks Tractor for \$15,000.00. All in favor. Motion carried.

Ben mentioned the open position with the Highway department will be advertised in the paper soon and will also put the International back out for bid in the paper without a minimum bid requirement. Leon asked if there was a use for it if the Town should keep it. Tim said it needs more repair than we should put into it.

Public Hearing – Shane opened the public hearing to accept NH Housing and Finance Authority grant in the amount of \$58,450.00 to develop a housing needs assessment for Lancaster and provide recommendations for land use regulations/ordinance amendments.

There were no questions or comments from the public. Shane closed the public hearing portion of the meeting. Leon wanted to confirm that accepting the grant does not mean they have to accept their recommendations. Robin stated she wrote up the scope that way, NH Housing & Finance will draft everything and then the Town will accept it through the vote of the planning &/or zoning boards and if it was required to go to town meeting the citizens will be able to accept or reject. It still has to go through the town’s boards.

Robin mentioned Steve Whitman from Resilience Planning has agreed to do the work.

Motion made by Leon and seconded by Shane to accept the NH Housing and Finance Authority grant in the of amount of \$58,450.00 to develop a housing needs assessment and to authorize Town Manager Benjamin Gaetjens-Oleson to sign any and all paperwork for the grant.

OLD BUSINESS:

- Review and approval of the January 17, 2023 meeting minutes.

Motion made by Leon and seconded by Shane to accept the January 17, 2023 meeting minutes. All in favor. Motion carried.

- Signing of various paperwork –
 - Timber Tax Warrant –
 - Josh Rivard, Tax Map R24, Lot 033 – Tax amount \$156.59
 - Charles McLure, Tax Map R27, Lot 006 – Tax amount \$1,855.70
 - Intent to Cut signed –
 - Lisa Snowman, Rob Couture & Mike Couture, Tax Map R24, Lot 062. Acres of lot – 62. Acres to be cut – 60
 - Ken & Stacey Tetrault, Tax Map R19, Lots 48 & 49, Acres of lots – 75. Acres to be cut - 30
 - Land Use Change Tax (LUCT) signed –
 - Michael & Laura Chute, Tax Map R12, Lot 091, 0.63 acres removed. LUCT - \$600.
 - Francis Briere, Tax Map R20, Lot 004, 0.25 acres removed. LUCT - \$200.
 - Janet Savage, Tax Map R02, Lot 068, 1.38 acres removed. LUCT - \$1,000.
 - Janet Savage, Tax Map R02, Lot 94 & 95, 0.5 acres removed. LUCT - \$500.
 - Casey Henry, Tax Map R02, Lot 089, 3.58 acres removed. LUCT - \$6,900.
 - Christopher & Vanessa Lazzaro, Tax Map R02, Lot 083, 2.09 acres removed. LUCT - \$4,300.
 - Tyler & Melissa Smith, Tax Map R02, Lot 081, 5.03 acres removed. LUCT - \$4,200.
 - Mark & Brooke Dubreuil, Tax Map R06, Lot 003, 9.25 acres removed. LUCT - \$4,500.
 - Dana & Georgia Southworth, Tax Map R12, Lot 041, 0.5 acres removed. LUCT - \$1,250.
 - Mutual Aid Contract signed – Ben believes the \$250 fee is the same as in previous years.
- Welcome Center – The Lancaster Renaissance Committee has decided not ask the town to take ownership of the Welcome Center building at this time. Ben mentioned that he will discuss more with them on how they would like to move forward in the future.

- Lancaster Historical Society – The board asked for an update on grants the Historical Society have applied for and what they have received in their efforts to fix the Wilder-Holton House. Ben obtained a list of grants and donations they have received and the projects the funds were used for. See attached. Also, they have applied for a matching grant to restore the sills and repair the foundation. The award will be announced in May 2023. Ben said he does not see that they have applied for any LCHIP funds but maybe they are looking to get the smaller stuff done before they apply for an LCHIP grant for a larger project. There was discussion regarding the LCHIP grant money and qualifications. Another fundraising idea is to ask businesses to sponsor replacing a window and a decal can be placed showing their support. Robin mentioned they reached out to her last week about the Tillotson Fund for renovations and those funds require an assessment be performed. They may not be in a position to have that done at this time.
- Hedges on Mt Prospect Road update – Ben spoke with the property owner and he was out of town for 3 weeks and will contact Ben to meet with him when he returns.

NEW BUSINESS:

- Ben mentioned that Jerry Jam a gathering kind of like Woodstock that used to be held in Bath has approached the Lancaster Fair to hold their 2023 event there. The event would bring in potentially 4-5,000 people. The fair told them they will not be able to accommodate them. Ben is not sure if they will look for another place in town to hold their event and wanted the board to be aware.

INFORMATION:

- The Department of Revenue sent their 2020 & 2021 cyclical assessing monitoring report. There were no substantial errors or omissions noted. Reports attached.
- Land Use Permits –
 - Eric Peter Carrier, 15 Hartco Avenue – Installation of roof mounted solar arrays.
 - Mark & Diane Olson and Jeffrey & Katrina Olson, 81 Reed Road – Construction of stick-built 26’x38’x21’ 2BR, 1BA, 1.5-story single family home on full concrete unfinished basement, attached to 3BR-maximum approved septic, well
 - Joseph Spearin, 10 Mayberry Lane – Construction of a pool.
 - LRH-2 LLC, 55 Main Street – Demo interior & renovate and construct eight (8) residential rental apartments on the 2nd and 3rd floors of 55 Main Street, First floor shall remain available as commercial/retail space
 - LRH-1 LLC, 95-99 Main Street – Demo interior & renovate and construct six (6) residential rental apartments on the 2nd and 3rd floors of 95-99 Main Street. First floor shall remain available as commercial/retail space.
 - Brian Matson, 65 Stebbins Hill Road – Install solar arrays.

Leon wants to ensure that the rent stipulation does not commit the town to rent control. He feels we should not become a rent-controlled community. Ben mentioned it is not the only funding that has had these types of restrictions and are conditions of the funder. There was much discussion regarding the town getting involved with developers looking for funding with rent restrictions. Shane said he is going to educate himself on what is being required and see if he feels they are making the town become a rent-controlled community.

Robin mentioned the first step with the funds accepted at this meeting is to assess Lancaster’s housing needs and once completed she will share that information.

Ben mentioned the only other topic should be discussed is regarding the potential purchase of the Libby property and setting an offer amount which should be discussed in non-public session. Alan Savage wanted the board to know that he did not agree that they should be going into non-public session for discussion.

Motion made by Leon and seconded by Shane to enter into Non-Public Session pursuant to NH RSA 91-A:3 II (d) to discuss potential purchase and offer on the Libby property at 13 Mechanic Street. Roll Call Vote.

Shane Beattie: Yes

Leon Rideout: Yes

The public left the room for the board to enter non-public session at 7:40 p.m.

The board and public reentered public session at 7:51 p.m.

Motion made by Leon and seconded by Shane to seal the non-public minutes until such time the offer to the owner is accepted or rejected. Roll Call vote was taken. Shane – Yes, Leon – Yes.

Public input – Alan Savage asked if the light over the intersection at the town hall could be taken down where it is not in use. Ben stated he would look into it.

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

Respectfully submitted,

Board of Selectmen

Date: _____

Charity M. Baker

Shane Beattie

Troy Merner

Leon Rideout