

## MINUTES

**SELECTMEN'S MEETING  
TOWN HALL**

**April 1, 2024  
6:30 PM**

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### **ATTENDEES:**

**Select board members:** Leon Rideout, Shane Beattie, Kathy-Jean Lavoie

**Others in Attendance:** Charity Baker, Michael Nadeau, Department Heads, Members of the Public, Zack D Video

The meeting was called to order at 6:30 p.m. by Select board chair Leon Rideout.

### **PLEDGE OF ALLEGIANCE**

### **DEPARTMENT HEAD UPDATES:**

**Water/Sewer Supervisor Timmy Bilodeau** reported they will be reading meters right off and the water quality report will be available on the website. They are getting equipment ready for the summer and they will start servicing generators and flushing hydrants. He also mentioned someone struck a hydrant up on Prospect and Williams Streets and hauled it to the end of Brickyard Road and ditched it. So, if anyone sees someone hauling around a hydrant they should report it to the police department.

**Transfer Station Supervisor Rusty Scott** mentioned he did his first solar meter reading and it went well. The two shipping containers that were ordered should arrive before the end of the week. He is going to try to get the trusses coming too. They should have the new bags on Tuesday and believes it will be a savings around \$5,700. The loader grant proposal paperwork for this year will be out soon.

**Highway Foreman Tim Brown** reported the roads are starting to dry up nicely. The grandstand at Colonel Town is down and they are working on getting it out of there and they will be getting the trucks ready for the upcoming storm.

Tim gave the board the paving bids he received from Hutchins and Pike. Pike is the cheapest. Hutchins will do the work that was scheduled last year and the money is encumbered. Tim recommends Pike for the 2024 paving.

**Motion made by Kathy-Jean and seconded by Shane to approve the Pike bid for paving Page Hill Road in the amount of \$175,950. All in favor. Motion carried.**

**Land Use Coordinator Robin Irving** reviewed the decision of the zoning board to allow the increase in density of the Democrat building. She will be having a zoom meeting with consultant that did zoning amendments and she is going to have them do some more drafting and research and most of it will be to reformat the zoning amendment into the master document.

Town Assessor Jason Call is done with the comparison of the paper maps to the tax assessing program and CAI said they should have it all input by the end of the week and it should be able to go live next week.

Robin signed the town up for the Road Service Management program through North Country Council. They monitor the roads in town with a camera attached to their vehicle to detect cracking which then they report to the town.

The office staff have started scanning property files into the electronic directory.

Robin reported on several code enforcement issues that she has been addressing to include Family Dollar removing some trees, Shaw's removing the remaining island in their parking lot, and Danny Lufkin regarding the RV zoning amendment.

She sent a compliance letter to the Play & Learn confirming that they are in compliance.

She also needed to follow up with the board regarding the 45 Buffalo Road property that the zoning board denied the equitable waiver. The property owner put a foundation in the ground and didn't confirm their boundaries and they were too far over. The zoning board told them they had to move the foundation or rip it out. There was a potential buyer however that fell through.

Robin also mentioned she had a tour with 12 students from WMRHS GIS mapping class and this year they would like to work with Lancaster on a project. She would like to collaborate with them as it will be great for both the class and the town.

She is still working with Underwood on the finishing details for the water/sewer rate study.

Robin reviewed all the projects and grants she has been working on. The board would like to discuss the projects and grants in more detail at the next work session to become more familiar with what is going on with them.

#### **APPOINTMENTS:**

Peter Riviere mentioned that he, Tricia Frenette and Tim Brown have been working out a plan for the trees in the town's parks and unfortunately some of them will be removed. They have been working with Josh Rivard to identify which trees should be removed and which should be trimmed. Peter mentioned they will be getting a quote for the work. He also mentioned starting next year cars should not be allowed to park in the parks and possibly a parking section could be added to the Congregational Church side of Centennial Park.

Robin reviewed the Fidium fiber build out and the BMGI grant award and what it means for Lancaster. She let the board know that the end of the challenge period for the grant is April 4<sup>th</sup> and should find out if the town got the award on the 5<sup>th</sup>.

**REVIEW OF MINUTES:** March 18, 2024 regular & non-public and March 27, 2024 meetings.

**Motion made by Kathy-Jean and seconded by Shane to accept the March 18, 2024 meeting minutes as presented. All in favor. Motion carried.**

**Motion made by Kathy-Jean and seconded by Shane to accept the March 18, 2024, non-public meeting minutes. All in favor. Motion carried.**

**Motion made by Kathy-Jean and seconded by Shane to accept the March 27, 2024 meeting minutes as presented. All in favor. Motion carried.**

**SIGN PAPERWORK:**

- The board signed the MS232 (Approved Budget) to be submitted to DRA
- Pole license from Eversource was signed by the board. The pole is located on the North Road.
- Intent to cut signed for Paul Hood, Tax Map R12, Lot 4 on Pleasant Valley Road. 20 acres are to be cut by Mitchell Forbes.
- Intent to Excavate was signed by the board for Allen Bouthillier at his gravel pit, Tax Map R01, Lot 6.

**NEW BUSINESS:**

- Resignations –
  - Leon read Benjamin Gaetjens-Oleson’s resignation letter as the Select board representative to the Energy Committee and the Town representative to the North Country Council Scenic Byways Committee.

**Motion made by Kathy-Jean and seconded by Shane to accept Benjamin Gaetjens-Oleson’s resignation as the Select board representative to the Energy Committee and as the Town representative to the North Country Council Scenic Byways Committee. All in favor. Motion carried.**

The board is good with him remaining as the Town’s commission member to North Country Council.

- Appointment recommendations –
  - Zoning Board – Robert Cass and Eric Livingstone as alternate members for a 3-year terms.

**Motion made by Kathy-Jean and seconded by Shane to appoint Robert Cass and Eric Livingstone as alternate members of the Zoning Board each for a 3-year term. All in favor. Motion carried.**

- Emergency Management Director – Shane mentioned he is willing to take on that role.

**Motion made by Kathy-Jean and seconded by Leon to appoint Shane Beattie as the Emergency Management Director. Shane recused. Leon and Kathy-Jean voted yes.**

Shane will reach out homeland security and notify them of the change.

Rob asked if Shane has received an updated copy of the emergency management plan. Shane will look for the updated plan. Rob mentioned it has been completed and he will get Shane the link to the plan.

**OLD BUSINESS:**

- Energy Committee – Kathy-Jean gave a quick overview of the process the committee went through to present the Energy Aggregation Plan proposal to the voters at town meeting. She feels where the towns people turned it down it is an indication that Energy Aggregation is not a priority right now for the community and she recommends that Lancaster withdraw its membership with Community Power Coalition of NH (CPCNH).

**Motion made by Kathy-Jean and seconded by Shane to withdraw the Town of Lancaster’s membership with the Community Power Coalition of NH immediately and to notify the Chair of CPCNH Board of Directors in writing as required by CPCNH Power Sharing Agreement and Bylaws. There was much discussion between the public and the board. Vote was called. All in favor. Motion carried.**

**Motion made by Kathy-Jean and seconded by Shane to remove Lee Ann Potter and Benjamin Gaetjens-Oleson as Lancaster’s community representatives to the CPCNH effective immediately. All in favor. Motion carried.**

Kathy-Jean is going to get several letters to Charity to print for Leon to sign and mail out. The letters will notify CPCNH that the aggregation plan was not voted in and that Lee Ann and Ben are no longer the town’s representatives.

Kathy-Jean will also prepare a letter for Leon to sign and mail to inform the PUC that the voters rejected community power and the board voted to end our CPCNH membership and that Lee Ann Potter is not the town’s contact with the PUC.

Kathy-Jean thanked Rob Christie and Teri Anderson for their work on the aggregation plan and is looking forward to their work on other committees they serve in the community.

**Motion made by Kathy-Jean and seconded by Shane to dissolve the Energy Committee effective immediately. All in favor. Motion carried.**

**INFORMATION:**

- NHDRA - Lancaster 2023 USPAP (Assessing) Report – Charity mentioned it is basically the report card on the town assessors work on the 2023 revaluation and whether it is within compliance.

**SELECT BOARD MEMBER REPORTS:**

Leon mentioned they have started the transition of Ben not being here. Each department head has been assigned a board member as a point of contact. The board has received several applications to fill the position.

Kathy-Jean reminded everyone that Tim Greene from Roberts & Greene the town’s audit firm will be present at the April 15<sup>th</sup> meeting.

The next work session topics may be water/sewer rates or possibly discussing the path forward on the master plan. Also, with everything that Robin reported at this meeting, they may discuss current projects and grants.

**PUBLIC COMMENTS:**

Rob Christie has concerns with how things are going to filter to the board without a town manager. He also asked if they thought at all about expanding the board to a 5 person board. Leon mentioned Groveton tried that for a bit and it was not successful and he knows of several other communities that did and it did not work. Leon is hesitant to go in that direction and he doesn't see it going that direction in the near future.

Alan Savage asked whose job it is to maintain the street lighting. He believes the obligation to fix them changed to the Town's responsibility per the agreement regarding LED free upgrade from Northern Pass. He mentioned there is a light that has been stuck on for 5 years now by the Lancaster Veterinarian's office and one on the bridge that has been out and another up by Northwoods Manufacturing that was never been changed over to LED. The board mentioned they will look into it.

**Motion made by Shane and seconded by Kathy-Jean to adjourn. All in favor. Motion carried.**

Respectfully submitted, Board of Selectmen Date: \_\_\_\_\_

Charity M. Baker

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Leon Rideout

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Shane Beattie

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Kathy-Jean Lavoie