MINUTES

SELECT BOARD MEETING **August 5, 2024**
TOWN HALL - UPSTAIRS **6:30 PM**

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 Chair Leon Rideout

PLEDGE OF ALLEGIANCE

DEPARTMENT HEAD UPDATES:

Highway Foreman Tim Brown reported they are moving forward on the road repairs each day. Wednesday & Thursday they will be replacing the big culverts on Reed Road. They are also working on filling in the payment out east. He also mentioned the additional rains we've had has not harmed us.

Leon asked what sections are still the worse ones. Brown mentioned Buffalo Road and Pleasant Valley Road over by Dave Chessman's.

Transfer Station Supervisor Rusty Scott reported the new loader grant made it through the State however he has not heard anything else recently.

They are working on getting the tire barn up. The 5 cent cans are being stored for now until they can start bringing them back to Lyndonville once they are back up and running from the major storm damage they received.

Household Hazardous Waste day took place over the weekend. They budgeted 130 units to be collected for the event and they took in 137 units. The event was in held in conjunction with Dalton and Stratford.

Land Use Coordinator Robin Irving reported that zoning has been quiet so it has given her some time work on the master plan and she has completed three chapters. She also drafted a vendor permit and is working on a policy/ordinance for vendors in town.

The Playground grant funding period ends September 30th. They contacted Robin and asked the status on the project. She spoke with Dana Southworth and the pavilion is completed and sitting at Garland Mill waiting to be installed. Dana has been working with Eli on logistics of where and how they want to install it. Dana mentioned it probably will not be installed until summer of 2025. Robin has filed for an extension.

Robin reported she has received several calls regarding the Foss Place building project because they dropped a couple houses there and lots of people were confused as to the length of the units not fitting on top of the foundation. She went down to take a look and found that there was a wooden box separator between the two housing pieces and without that the two halves fit together on the foundation. The other complaint is all the truck traffic on Foss Place has caused potholes and rutting and they are wondering who will be responsible for repairing the damage. She thought Town had redone Foss Place last year. Brown mentioned it was never completed due to the

construction going on. They put the sewer line in and they temporarily fixed the road and will finish the road once construction is done.
The State contacted Robin to let the town know that the demolition monies and the municipal per unit monies through InvestNH have been put on hold and no new applications are being accepted until they figure out what they have for money. The application for the two demolition permits and the municipal per unit have been submitted. So, the town's applications will be processed.

Selectman Lavoie thanked Rusty, Robin and Timmy Bilodeau for all their help with gathering the information needed for the solar grant that has been submitted.

REVIEW MEETING MINUTES: July 15, 2024

Motion made by Selectman Lavoie and seconded by Selectman Beattie to approve the July 15, 2024, meeting minutes. All in favor. Motion carried.

SIGN VARIOUS PAPERWORK:

- Application for Reimbursement to Towns in which Federal & State Forest Land is situated was signed.
- Fireworks permit for Eric Van Leuven was signed.

NEW BUSINESS:

Funding for Lead Service Line Replacement update – Robin mentioned DES had a webinar last Tuesday to highlight the steps that are going on and right now the Town is still in the start developing inventory phase where Hazen & Sawyer is drafting the inventory. They plan on having an inventory to us in the next couple weeks and then the webinar was about, how does the Town subsidize or fund the replacement of residents' service lines if they find that they are either lead, GRR (galvanized requiring replacement) or unknown. Once you have the numbers for each of those categories, EPA requires 20% of that total number to be dug up and confirmed. By October 16, 2024, the Town is supposed to have the inventory and a replacement plan submitted to them and then there is a 30-day public notification period where the Town is required to notify those homeowners that have those certain types of lines to let them know they need to replace their service lines.

There is lead service line replacement money set aside in the State Revolving Fund. It's a low interest loan that the Town can take out specifically to replace lines. If we were to move forward there would be a warrant article for it and 71% of it is principal forgiveness. The only other options could be to replace the line and then bill the homeowner directly for the replacement costs and another is to place a lien on the property for the replacement costs. Those are all things that need to be part of the replacement plan which needs to be submitted in October.

Leon asked if there is any idea of how many lines we have and Robin responded we do not have any idea. He then asked how do we decipher how many we have as there are a lot of older houses in town. Hazen & Sawyer are talking with Underwood as Underwood is incorporating the number of service lines into the Asset Management Plan and they will be the ones that will help draft the recommendation for a replacement plan. She and Timmy are waiting to see if there is going to be an opportunity to extend any deadlines.

Alan Savage mentioned when the water meters were being installed 30 years ago, they were not supposed to be installed on galvanized or lead lines. They were all supposed to be updated. He is wondering how there are any galvanized or lead lines if the rule was not to install a meter on them. Robin stated that may be the case except the EPA is requiring confirmation.

Change authorized certifying official for the NBRC grant to Town Manager Jessica Cyr – Selectman Chair Rideout read the resolution authorizing Town Manager Jessica Cyr as the authorized certifying official for the Northern NBRC Summer Street Infrastructure Completion grant.

Motion made by Selectman Beattie and seconded by Selectman Lavoie to accept the resolution appointing Town Manager Jessica Cyr as the authorized certifying official for the NBRC Summer Street Completion grant. All in favor. Motion carried.

Adopt Hazard Mitigation Plan update – The FEMA Region 1 Mitigation Division has determined the Lancaster, NH Hazard Mitigation Plan Update 2024, meets all applicable FEMA Mitigation Planning requirements. Town Manager Cyr mentioned adoption will bind the town to several policies with regards to future hazards. Cyr mentioned, she and EMD Beattie will be meeting with the FEMA representative to discuss recommended policies needed and training. Selectman Lavoie asked what happens if no action is taken to develop and follow the policies because the town doesn't have the funding. Selectman Beattie mentioned the meeting with the FEMA representative will help them understand exactly what the town is expected to do and what to follow. Selectmen Chair Rideout read the resolution for adoption.

Motion made by Selectman Lavoie and seconded by Selectman Beattie to accept the resolution adopting the Hazard Mitigation Plan Update. All in favor. Motion carried.

The board signed the resolution.

TOWN MANAGER REPORT: Town Manager Cyr reported she participated in the budget meeting on July 16th and sat in on the Mater Plan committee meeting. She went on several site visits to assess storm related damages with NH Delegates, NHDOT, FEMA, Emergency Management representatives and also USDA for the emergency Watershed Protection Program.

She spent two hours with each department head to understand their departments and to tour their facilities so she is aware of what their facilities look like.

She reminded the board that RSA 165:1 states that if a person is poor and unable to support himself, he shall be relieved and maintained by the overseers of the poor and she participated in welfare training prior to starting and the Town had a very few welfare request while things were in limbo, however she has had 11 applications walk through the door since July 15th and seven were awarded after investigation for cause and that is about $4,500 in rental assistance and $2,400 in miscellaneous assistance.

She asked the board if they would set a public hearing date to discuss the proposed increase to water/sewer rates with the users. The board agreed to combine the hearing with the next Select Board meeting on August 19th.

OLD BUSINESS:

Storm update – EMD Beattie reported the FEMA process is going to be a slow process and the town will have to front the money while waiting for a declaration. He mentioned there are towns out there that have not received reimbursement of funds from disasters in 2023. He also mentioned they may know more after their meeting with the FEMA representative.

Town Manager Cyr mentioned there was a preliminary damage assessment with FEMA, the Department of Homeland Security and Emergency Services of NH. They toured all of the damaged roads and they pointed us toward another resource with the United States Department of Agriculture for an emergency Watershed Protection Program which does not need a federal disaster declaration. It is for damages specific to water and sewer infrastructure. She is currently working with them. They were here August 1st and will give us an additional damage survey report for the water intake, stream bank and a water pipe.

If we receive a major disaster declaration, we would only be responsible for 25% of the damages. It is worth our due diligence to provide them with the best information we possibly can and make sure we are getting things back up to like repair.

SELECT BOARD MEMBERS' REPORTS:

Selectman Lavoie mentioned Selectman Rideout asked at the last meeting what the savings has been due to the solar installation. She put together her findings comparing 2014 without solar to 2020 with solar. Estimated savings in 2020 was $41,164. See attached findings report. She also mentioned the grant application for the NH Municipal Solar Grant Program has been submitted. She reviewed the specifics of the grant request and the details of the array that would be installed. If it were to go through, the first year's savings would be in the $9,000 to $10,000 range.

INFORMATION:

DRA approval of request for Emergency Funding from Fund Balance to assist with storm damage rebuild.

Planning Board meeting notice for August 14, 2024 at 6:30 p.m.

Land Use Permits were included for the boards review.

PUBLIC INPUT:

Alan Savage asked why the Town is selling the solar back to Eversource to get net metering checks. He feels they should look into applying that savings to other bills to get a greater benefit.

Rob Christie asked what is the amount of the delinquent taxes up for deeding. Tax Collector Charity Baker replied the amount listed on the deed report submitted to the board is $100,382.11

Rob also asked for clarification of the warrant article amounts during the water/sewer rate discussion. Charity mentioned the warrant that was being discussed was not a warrant article but the warrant that is issued to her as the tax collector for the billed amounts to be collected. Leon explained that they were looking at the budgeted amount to run the water and sewer departments. Rob asked if those were theoretical numbers or actual numbers from the audited review. Leon

stated they are the actual numbers that were approved to expend. Rob wanted to confirm how real the numbers are that Selectman Beattie mentioned when he said the money collected fell short by $136,000. Charity explained those numbers are the actual amounts showing the warranted amounts to collect falling short of the actual budget spent.

Rob also asked if the Hazard Mitigation plan is going to be made available on the website. It was mentioned it should be able to be added.

He also wanted to know what other funding sources would need to be used if the fund balance approved for emergency use for the storm damage repair is not enough. It was explained the Town would then have to look into obtaining a bond.

Rob also wanted to know how the $41,000 savings from the solar compared to the Town's costs and the cost of the installation, etc. Selectman Chair Rideout explained the solar installation was paid by grant funding. Rob is curious if it is a good idea to invest more in solar. Selectman Lavoie believes it is worth looking into installing more solar if grant funding can be obtained.

Town Manager Cyr requested the board enter into non-public session due to RSA 91-A:3 II (c) discussion could adversely affect the reputation of an individual.

Motion made by Selectman Lavoie and seconded by Selectman Beattie to enter non-public session pursuant to RSA 91-A:3 II (c) as discussion could adversely affect the reputation of an individual. All in favor. Motion carried.

The Select Board entered Non-Public Session at 7:29 p.m.

The Select Board exited Non-Public Session at 7:48 p.m.

Motion made by Selectman Lavoie and seconded by Selectman Beattie to seal the non-public session minutes indefinitely. All in favor. Motion carried.

Nothing else from the public.

Motion made by Selectman Beattie and seconded by Selectman Lavoie to adjourn. All in favor. Motion carried.

Respectfully submitted,

Charity M. Baker

Board of Selectmen Date: _____

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Leon Rideout

_____
Shane Beattie

_____
Kathy-Jean Lavoie