MINUTES

SELECT BOARD WORK SESSION **September 3, 2024**
TOWN HALL - UPSTAIRS **5:00 PM**

ATTENDEES:

Select board members: Leon Rideout, Shane Beattie, Kathy-Jean Lavoie
Others in Attendance: Town Manager Jessica Cyr, Charity Baker, Robin Irving, Members of the Public

Motor Vehicle Waste Fund – Jessica wanted to the let the board know that she and Rusty are looking into possibly repurposing the motor vehicle waste fund to be used for highway road construction. She is proposing adjusting the fee structure at the transfer station to create a "break even" cost for tire disposal.

Procurement Policy – Jessica updated the policy to include a process for "in case of emergency" to be added to the instances that are not required to follow the competitive pricing procedure. There was discussion regarding conflicts of interest when in emergency situations. It was mentioned if vendors with a conflict are used it is to offer assistance at no charge.

Kathy-Jean mentioned it states there is a list of vendors exempt from the provisions of this policy when there is a current contract/service agreement, however, the list is not attached. Jessica mentioned she has not been able to locate a list. Kathy-Jean would like a vendor list created or located so the board can review. Robin feels the language of using a "local" vendor be defined. She believes everyone's idea of local is different. Kathy-Jean asked when an annual review of policies should take place. Jessica mentioned a good time would be at a meeting following the town election so any new board members sign off of them.

Public Camping – Jessica mentioned the police department would like something created regarding camping on public property to make it easier to enforce than RSA 236:58. It was mentioned the policy should also include campers need to make provisions for their waste and trash, etc. Kathy-Jean asked if some public areas could be exempted, for example, Centennial Park, Col. Town field, etc. Jessica mentioned that could be part of the approval process, however she wants to make sure we are not limiting peoples' freedoms. The board mentioned they would like her to move forward with drafting a policy.

Robin mentioned the Conservation Subdivision Ordinance will be coming back for a vote at town meeting. She stated the planning board will start holding public hearings on that in the coming months.

Water/Sewer rates discussion – There was some discussion regarding billing the town a per hydrant fee to assist with increasing revenue for the water department.

Kathy-Jean mentioned, in looking at the rates again just to cover expenses, the rate would need to increase to $6.25-$6.50 per thousand to cover the 2025 budget. Leon stated it was still quite a leap. Kathy-Jean mentioned possibly waiting until Spring 2025 to make the change to give the users time to prepare and then give them the entire year at that rate and look at it again for Spring 2026. Leon mentioned his take away from the public hearing is the users are concerned with the

large jump in usage rate. He doesn't remember hearing any of them stating the extra funds for infrastructure wasn't needed. The board agreed to wait until the Spring 2025 billing to adjust the usage rate for water to $6.50 per thousand up to 1,000,000 gallons used then $0.50 per thousand gallons over 1,000.000 gallons and adjust the sewer rate to $6.50 per thousand gallons.

Kathy-Jean reminded the board that Land Use permits were going to go up again in 2025. Robin mentioned the amount to increase was dependent on what the revenues looked like at the end of 2024.

Jessica asked the board if they would discuss and vote on the backflow preventor device testing fee at the regular meeting so a contract can be entered into and a schedule for testing can be made.

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