**MINUTES**

**SELECT BOARD WORK SESSION** **October 5, 2026**

**TOWN HALL - UPSTAIRS** **5:00 PM**

**ATTENDEES:**

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

**Others in Attendance:** Town Manager Jessica Cyr, Town Clerk Charity Baker, Finance Director Maggie Frizzell, Transfer Station Supervisor Rusty Scott, Water/Wastewater Supervisor Brendan Quigley, members of the public

**Water Rates –** Scott Forbes was present to discuss water rates and his concern with increasing the over 1 million gallons usage up another .25. He calculates that change alone will increase his bill $5,000 for the entire year. Brendan mentioned he and Jessica discussed the proportion increase and the regular rate increase (.25) is 11% and the over mil increase is 50%.

The board discussed making the increase .12 instead of .25 for the rate over 1 million across all rate classes.

It was mentioned another public hearing will need to be held.

Jessica stated there are people being charged a flat fee and the last increase was in 2018. Brendan mentioned the Grange is not making what it takes to treat it. There was discussion regarding the costs to run the Grange. Brendan is going to put together the actual costs to operate the Grange in order for the board to make an informed decision on how to bill and what the increase should be. It was mentioned that all the flat rates should increase.

Septage Disposal rates – The rate sheet is in conflict with the sewer ordinance. The rate sheet states they are charged $100 per every thousand gallons. If someone pumps 1,250 gallons, they are charged $200 and that is why the haulers are transporting elsewhere and Lancaster is losing revenue. The ordinance says they pay per gallon.

**Colonel Town projects –** The heating system was pressure tested. They are going to take the rest of the radiators out of the first floor. Things are moving right along.

Rusty gave an update on the manholes and water issues and mentioned the man next door was very helpful.

Randy is going to talk with Fire Impact regarding fire extinguishers.

Rusty did say they are in good shape but still there is a lot of work to do. He is hoping by December an assembly permit can be issued.

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Jessica mentioned she is floored by the amount of time Rusty and his crew have put in with the demo etc. and wanted to recognize their efforts.

Nick Blodget has been doing monthly walk throughs to check extinguishers & AEDs.

Kathy-Jean asked when the contract with Casella expires and Rusty stated the contract is good until 2027. It was also mentioned there is not a fuel surcharge in the contract.

Jessica updated the welfare policy with today's laws and needs. She used Berlin's policy as a guide as she reaches out to Angela in their welfare department when she has questions. She reviewed the changes made so far and the responsibilities of the applicant and recipient.

Appendix A was adjusted with the most recent SNAP amount. She carved out the utility allowances with the NH Housing Allowance Schedule.

She would like the board to adopt the updated policy at the regular meeting.

In reviewing the Town's fee schedule she noticed the amount for newspaper advertising is not in line with the actual costs and suggests that be updated.

She also asked the board when they would like to meet with the department heads to discuss their 2027 proposed budgets. The afternoon of October 27th was set to meet with the department heads.

There was discussion regarding sidewalks. Shane asked to get a quote before the end of the year for the sidewalks around the town hall and then they can encumber the monies.

Jessica has received complaints about the aprons on Bridge Street. Residents are having issues getting into their driveways because the State changed the grade of the road when they repaved.

Brendan mentioned paving of the potholes will happen very soon in conjunction with the highway department paving.

Kathy-Jean asked Jessica if she needs anything from the board for the Fiddles and Foliage event. Jessica went over the details of the event. Passumpsic is the headliner sponsor and the Noyes Lecture Fund has also contributed.

Jessica mentioned the town hall is being used more.

Trick or treating will be on Halloween from 4:00-6:00 p.m. and Trunk or Treat is being held on October 23rd at the fairgrounds.

Maggie reported she has been plugging away at grant reporting.

The 2027 CDS application to Senator Shaheen's office was tabled due to funding at the federal level.

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Standing Summer Street meetings are recommencing with the first meeting Wednesday @ 1 with Weston & Samson. The meetings review their current point in the process and considerations for the project. Jessica attended a pre-application call between Weston and Samson and DES for the alteration of terrain permit.

Jessica will be distributing the updated personnel policy at the department head meeting on Wednesday and would like one of the board members there to assist with any questions or concerns. Leon said he would be there.

Kailey prepared an information sheet to gather CIP information from the department heads to input into the CIP system. They will be distributed at the department head meeting on Wednesday.

October 28th there will be a mandatory Safety meeting and the topic is on civility.

Respectfully submitted,

Charity M. Baker

Board of Selectmen Date: _____

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Kathy-Jean Lavoie

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Leon Rideout

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Shane Beattie

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