



Salisbury Board of Selectmen

Approved Meeting Minutes

March 20, 2024

Selectman Brett Walker, Chair	Present
Selectman John W. Herbert	Present
Selectman Jim Hoyt	Present
Town Administrator April Rollins	Present
Recording Secretary Jennifer King	Present

Attendees: Several citizens attended the meeting in person at Academy Hall. There were no attendees via Zoom.

Chair Walker opened the Board of Selectmen meeting at 7:00 p.m.

Review & Approval of Draft Minutes:

Selectman Hoyt **motioned** to approve the draft minutes from the meeting on March 6th, 2024.
Selectman Herbert **seconded** the motion which passed successfully with none opposed.

Election of Officers

Selectmen Hoyt **nominated** Brett Walker as Chairman
Selectman Herbert **seconded** the nomination which Brett Walker accepted and it passed successfully with none opposed.

Chairman Walker **nominated** John Herbert to serve as Ex-Officio Selectmen's Rep to the Planning

Selectman Hoyt **seconded** the nomination which John Herbert accepted and it passed with none opposed.

Selectman Herbert **nominated** Brett Walker to serve on the Budget Committee

Selectman Hoyt **seconded** the nomination which Brett Walker accepted and it passed successfully with none opposed.

Swearing in of Committee Members

Chairman Walker swore in David Kelly for Budget Committee, Louise Andrus for Budget Committee and Dora Rapalyea as Cemetery Trustee.

Signatures:

Chairman Walker noted that the Selectboard had reviewed and signed off on Accounts Payable & Payroll Registers which are available for Public Inspection. Also signed:

- Report of Timber Cut - Tax Map 231, Lots 17, 18 and 19
- Intent to Cut Timber - Tax Map 231, Lot 5

- Report of Appropriations actually voted (MS-232)

Department Head, Board, Committee Updates:

- Road Agent / Fire Department: Road Agent / Fire Chief Bill MacDuffie Jr. told the Board that the permit for West Salisbury Road has been signed and sent off to the state, so they should be moving on this very soon. Selectmen Hoyt asked how much longer West Hensmith will be closed. Road Agent Bill MacDuffie Jr. said that it will open this week. He also updated the Board on some grants that they are waiting to hear back on for the Fire Department. One is a radio grant which would be approximately \$2,000. They are also waiting to hear on a Forestry grant for \$240,000 which would go toward a truck (their portion would be \$11,000). He will know whether or not they get this before next budget season.
- Transfer Station: None.
- Community Power Advisory Committee: Selectman Herbert said that this committee met on Thursday. They elected officers as well. Laura Bartlett will serve as Chair, Eric Swendsen as Vice Chair and Lorna Carlisle as Secretary. He feels that this will be a good committee because of the interest of the people on it and the fact that they have really done their homework on the matter. They will come up with a recommendation by January.
- Old Home Day Committee: Selectmen Herbert said that committee met and selected officers. Jennifer Hoyt will remain as Chair, David Merwin will serve as Vice-Chair. Old Home Day will be held on August 10th this year. Jennifer said that they tried to schedule around other towns, but where Webster's is the 17th, they decided to keep theirs on the 10th. The Selectmen will officially appoint Jennifer at the next meeting, once they have a recommendation from the committee.
- Planning Board: Selectman Herbert said that the Planning Board met on Monday evening. They elected officers. Joe Schmidl will continue as Chair and William MacDuffie III will serve as Vice-Chair. Chairman Walker noted that they received the Planning Board's recommendation to the Selectmen regarding purchase of property on Mutton Road.

New Business:

- Police Statistics

Chairman Walker read through the Police Stats for the past month:

Alarm / 10-52A: 1
 Assist Citizen: 2
 Assist Other Agencies: 1
 Check up (Welfare): 1
 Directed Enforcement Patrol: 5
 Emotionally Disturbed Person: 1
 Harrassment: 1
 MV Crash w/o Injury: 1
 Property Check / Area Check: 1
 Sex Offense All Others: 1
 Threats: 1
 Traffic Hazard: 1
 Trespassing: 1
 Traffic Enforcement: 35
 TOTAL CALLS: 53

- Town Hall Rental Request

The Board reviewed a request to use Town Hall for Ed Sawyer's funeral reception.

Chairman Walker **motioned** that they waive rental fee for this function.
Selectman Herbert **seconded** the motion which passed successfully with none opposed.

- **Intermunicipal Agreement**
Brief discussion occurred regarding the Intermunicipal Agreement between Franklin / Boscawen / Salisbury. TA Rollins said that this was originally signed in 2013. The Town Administrator of Boscawen sent this to them, seeking a reaffirmation from the other towns. Chair Walker asked everyone to look this over and they will revisit this for the next meeting.
- **Department of Emergency Services & Communications (DESC) - Access & Training for the NH Emergency Notification System.**
TA Rollins said they need to designate emergency and non-emergency contacts for this new state communications system. Chief MacDuffie and Josh will serve as emergency contacts and Brett Walker will serve as non-emergency contact
- **Salisbury Free Library Update**
Library Director Nicole Morency said that the Andover Beacon is looking to expand to Salisbury, Boscawen and Webster. The Library will be submitting a town update to the Beacon. It will be a page with pertinent local information (farmer's market, Historical Society, church update, etc.) The Beacon will be available at the library, or people can sign up through the Beacon for individual delivery.

Nicole Morency told the Board that the fire safety system stopped communicating on Wednesday, March 14, but it seems to have corrected itself. She doesn't know a lot about the system, but upon investigation, she learned that they have a safety alarm. The company can send someone out to show them how to use the system. Discussion occurred about how codes are set and managed. Chief MacDuffie said that if the alarm goes off, they need to be able to provide a code to have the system turned off. TA Rollins will meet with Nicole to review the similar system they have at the Town Office. They will also work on setting codes for staff, selectmen, and safety personnel.
- **Twin Rivers Food Pantry**
Invitation to an Open House on Tuesday, March 26, 2024 from 2 p.m. to 4 p.m. Selectman Herbert will attend on behalf of the Board.
- **Accept Donation**
Chairman Walker **motioned** that they accept a donation per RSA 31-95-e from resident Jeff Nangle, in the amount of \$50 to the Recreation Revolving Fund.
Selectman Herbert **seconded** the motion which passed successfully with none opposed.

Selectmen's Reports

- **35 Mutton Road**
Chairman Walker said that he received a follow-up email from Alison Oriani of 35 Mutton Road regarding water drainage issues on her property. Chair Walker stated that he and Bill MacDuffie Jr. visited the property to assess the problem. He proposes that they install a berm on the back side along the sediment pond in order to divert the water. He will follow

up with Ms. Oriani and let her know that they have to wait for things to dry out before they can do anything.

- Town Meeting
Chairman Walker thanked everyone for their help in making Town Meeting run smoothly this year.
- Unsealing Nonpublic minutes.
The BoS decided that they will spend time after the first meeting of each month to review their nonpublic minutes. Selectmen Herbert explained to the public that the state passed a law requiring boards to review their minutes after a period of time to decide whether or not they still need to remain sealed / withheld from the public.

Public Comment

None.

Town Administrator's Report

- Update on Land Acquisition
TA Rollins said that she has contacted Land surveyor and Environment Study Analyst. She hasn't heard back yet from the land surveyor, but the Analyst has reached out to the Habers to get access to the land and asked questions about the property history. She will be coming in next week to review the Tax Map. She is well aware of potential hurdles.

TA Rollins spoke to their attorney as well and said they are ready to send everything out for the title paperwork. They will have to set the closing date 30 days after subdivision approval. They can't create the P & S without the lines. They are looking at 60 days for the subdivision, then it needs to go to Planning/Zoning and then another month before the plan is recorded. They are looking at end of June, beginning of July for the closing.
- Non-Public Session RSA 91-A:3,II (d)
Motion to enter non-public by Walker, **seconded** by Hoyt, Roll Call – Hoyt, aye, Walker, aye, Herbert aye. The Board entered non-public session at 7:36 p.m. and reconvened the public session at 7:52 p.m. Chairman Walker announced that a decision was made to consult with legal counsel. Chair Walker made a **motion** to seal the minutes of the non-public session. Selectmen Hoyt **seconded**, the motion passed unanimously.

The next regular meeting will be held on Wednesday, April 3, 2024 @ 7 p.m. upstairs in Academy Hall.

ADJOURNMENT:

Meeting adjourned at 7:52 p.m.

Respectfully Submitted,

Jennifer King, Recording Secretary