



Salisbury Board of Selectmen

Meeting Minutes

November 16, 2022

Approved

Selectman Brett Walker, Chair	Present
Selectman John W. Herbert	Present
Selectman Jim Hoyt	Present
Town Administrator April Rollins	Present
Municipal Assistant Kimberley Edelmann	Present

Attendees: Several citizens attended the meeting in person at Academy Hall. No one dialed in via Zoom.

1) Open Meeting

Chairman Walker opened the meeting at 7:00 pm.

2) Meeting Minutes

Chairman Walker made a **motion** to approve the minutes of November 2, 2022. Selectman Herbert **seconded**. The **motion passed**.

3) Signatures

Chairman Walker noted that the Selectboard had reviewed and signed:

- ◆ Review Accounts Payable & Payroll Registers
- ◆ Intent to Cut – Tax Map 241, Lot 28, Preble
- ◆ 2022 Equalization Municipal Data Certificate

Documents are available for public inspection.

4) Department / Board / Committee Reports

a. Fire Chief / Road Agent

Road Agent Bill MacDuffie Jr reported Raccoon Hill Road was done. Selectman Herbert said it looked good.

Bill added that salt prices were going way up. Residents could get salt and sand at the shed. Occasionally, someone would take barrels of salt. In the past, the town didn't care. But with the prices... Chairman Walker suggested that it might be good to post a sign.

b. Transfer Station

Transfer Station Manager Bert LaFlamme reported that all was good. The bad weather slowed down work on the fire pile. It was the last season for it to be in the current location.

Selectman Herbert informed Manager LaFlamme that he put two stools in the hut for the staff to use. Manager LaFlamme thanked him.

Manager LaFlamme asked if doorknobs would be put in the door of the new hut. Chairman Walker said that he and Selectman Hoyt would take care of that soon.

An electrician visited the Transfer Station with Town Administrator April Rollins. The electrician would be taking care of supplying electricity to the hut.

After some discussion, it was decided to put locks on the hut door. Also, an "Employees Only" sign would be placed on the door.

c. Planning Board

Selectman Herbert said the Planning Board was still working on reviewing policies. They anticipated housekeeping changes only.

d. Zoning Board

TA Rollins reported that after ZBA Chair Bentley consulted with NH Municipal Association's attorneys and read some case law, it was determined that the initial decision regarding the Whyte variance request was technically a denial of the application. The applicant was asked to appeal or decide how to go forward.

Johnathan Wiggins' application for a variance for a garage with a bedroom above was approved.

e. Budget Committee

Chairman Walker reported that the Budget Committee approved all of the recommendations made by the Selectboard. People were asking about the capital reserves and what was expected there. He noted that there would be some big numbers going forward.

TA Rollins noted that the "Hazardous Waste Day" budget would be presented to the Town as a separate Warrant Article. Chairman Walker added that separating it out would make it more palatable. He added that work on Warrant Articles had not yet been done.

5) New Business

a. FEMA – Community Coordination Officer (Virtual) Meeting on 12/13/22 @ 9 a.m.

A notice was received regarding the new flood control maps. They were last updated in 2010. Chairman Walker said he planned to attend. TA Rollins noted that the maps were related to insurance. The email received did not include any maps.

b. Collaborative Meeting with School Board on 1/11/23 @ 6:30 p.m.

Selectmen Hoyt and Herbert said they would attend.

c. Open House – Twin Rivers Food Pantry on 12/7/22 from 2 - 4 p.m.

TA Rollins said she would attend the meeting.

d. October Police Statistics

Chairman Walker read the October 2022 NH State Police statistics.

NH State Police Statistics - October 2022

Type of Call	#	Type of Call	#
911 Hang Up / Check Up	1	Overtime	2
Alarm 10-52A	1	Public Relations Request	1
Check Up	1	Safe Schools Activities	1
Civil Matter	1	Selective Enforcement Traffic	5
Directed Enforcement Patrol	1	Sex Offender Address Verification	2
Emotionally Disturbed Person (EDP) (10-37)	1	Suspicious Activity	1
Family Offenses - Domestic Violence	1	Traffic Enforcement / Motor Vehicle Stop	24
Motor Vehicle Crash, No Injuries	2	Warrants	1
Other Public Service / Welfare Check	1	Total Calls	47

e. Town Report – Citizen of the Year, Dedication, Selectmen's Report and Photographs

Chairman Walker reminded everyone to start thinking about their Annual Report submissions. Photographs were also needed. Selectman Hoyt said he'd submit photos from the Old Home Day.

6) Old Business

a. Assessing RFPs

Chairman Walker noted that going through RFPs was a daunting task. He noted that differentiating the various firms wasn't easy. Some of the quotes were close, but additional fees could raise the total costs. He felt based on the information provided, he recommended going with Commerford Nieder Perkins, LLC from Pembroke.

Chairman Walker made a **motion** to accept the proposal from Commerford Nieder Perkins, LLC. Selectman Herbert **seconded**. The **motion passed** with all in favor.

b. Volunteer Appreciation on 12/21/22

The Selectmen's meeting on Wednesday, December 21 would be used as Volunteer Appreciation. TA Rollins noted that typically, the event included light fare and gifts. She had some ideas to share later about gifts. Selectman Hoyt noted that it was for all volunteers in Town, not just a select few.

Selectman Herbert asked about funding the event. TA Rollins noted that in the past former Selectman Ken Ross-Raymond would pay for it out of his own pocket.

Selectman Hoyt committed to coordinating the event.

7) Selectmen's Reports

a. Perambulation

Chairman Walker reported that he was done with the Andover & Franklin perambulations. Paperwork would follow.

Selectman Herbert said he found all of the boundary markers he was going to find. He made three attempts to find the marker on Mount Kearsarge, but had not located it. Chairman Walker said he would be able to show him where it was located.

Selectman Herbert also planned to meet with the Webster Selectmen to show them their markers. He added that finding the markers was rather fun. He added red marks on some.

Chairman Walker said it was 17 years since the most recent perambulation. He said you could tell why it was supposed to be done more often. One marker that was above ground in an earlier perambulation had sunk to three inches below ground.

A member of the public asked why perambulations had to be done. Chairman Walker noted that it was required by law. He noted that some of the markers were relatively easy to find. However, not all of them were. Even one that was right next to the road which had become buried over the years.

MA Edelman read the related RSA:

***51:2 Perambulation of Town Lines.** – The lines between the towns in this state shall be perambulated, and the marks and bounds renewed, once in every 7 years forever, by the selectmen of the towns, or by such persons as they shall in writing appoint for that purpose.*

Chairman Walker said it was an interesting exercise. He found one marker that had been reported in 1997 which they believed was not in the right place. He agreed it was in the wrong place. At some point, part of the wall was removed. He speculated that someone put the marker stone in the wrong place afterwards. On GPS and Google Maps, the road was in the wrong place.

b. Town Hall Rental

Chairman Walker spoke about his son and his colleagues. They would like to rent the Town Hall on Mondays and Thursdays from 11:30 am to 2:30 pm for group luncheon meetings and various activities. Pre-COVID, they had multiple locations at which to meet, however most had closed and not yet reopened.

Selectman Hoyt made a **motion** to allow for the group to meet at the Town Hall and to waive the fee. Selectman Herbert **seconded**. The **motion passed**.

c. Thank Yous

Selectman Hoyt thanked the Gayle, Dora and Dottie for the meals provided on election day. He said they did a fantastic job and that he appreciated it quite a bit.

Selectman Herbert also thanked them along with others including April and Jay for putting up Christmas decorations.

Selectman Hoyt thanked Selectman Herbert for the cake, complaining it caused him put on extra weight.

8) Public Comments

a. Town Annual Report Submissions

Dora Rapalyea asked when submissions for the Annual Report were due. TA Rollins replied that MA Edelmann would be sending out an email reminder in the near future. Any reports that could be submitted early would be greatly appreciated. MA Edelmann said she would like to receive photographs, as well.

b. Donation from the Andover Snowmobile Club

Gayle Landry shared that the Andover Snowmobile Club had provided her with two Thanksgiving Baskets. She gave them out earlier in the day. It was an emotional day for her. The recipients she selected were more than grateful.

9) Town Administrator's Report

a. Town Hall Windows

TA Rollins reported that Alden Witham from Olde Windows Restorers, LLC said that work on the Town Hall windows would begin the following week.

b. Town Offices Closed for Thanksgiving

TA Rollins noted that the Town Offices would be closed on Thanksgiving Day and the following day.

10) Nonpublic Session - RSA 91-A:3, II (a) & (c)

Chairman Walker made a **motion** to go into nonpublic session in accordance with RSA 91-A:3 II (a) & (c). Selectman Hoyt **seconded** the motion. Roll Call vote: Walker, aye; Herbert, aye; Hoyt, aye. The **motion passed** unanimously.

The Board entered nonpublic session at 7:33 p.m. and reconvened the public session at 7:45 p.m.

11) Recording Secretary

Chairman Walker announced the Board unanimously voted to reinstate Jennifer King as the Recording Secretary for Planning, Zoning and Budget Committee, effective immediately.

Chairman Walker made a **motion** to seal the minutes under subparagraph "c" of the non-public session and Selectmen Hoyt **seconded** the motion, the **motion passed** unanimously.

12) Update to Building Permit

There was a brief discussion regarding an asbestos survey being conducted after demolition. Building Inspector Bodien suggested adding asbestos to the building permit review process before approval is granted. The Selectmen agreed and the permit will be updated.

13) Next Meeting

Chairman Walker made a **motion** to adjourn the meeting at 7:47 pm. Selectman Herbert **seconded**. The **motion passed**. The next scheduled meeting at Academy Hall was scheduled for Tuesday, December 6, at 7 pm.

Respectfully Submitted,

Kimberley Brown Edelmann

Recording Secretary

*These minutes were approved at the Board of
Selectmen's meeting of December 6, 2022.*