

**TOWN OF WALPOLE  
MEETING OF THE SELECTBOARD  
December 13, 2018**

Selectboard Present: Peggy Pschirrer (Chair); Steven Dalessio; Cheryl Mayberry

**CALL TO ORDER:** Mrs. Pschirrer called this Selectboard meeting to order at 6:30 pm in the Walpole Town Hall. Mrs. Pschirrer advised this meeting is being recorded and asked anyone wishing to speak to identify themselves for the record.

**NON-PUBLIC SELECTBOARD SESSION:**

Ms. Mayberry moved to enter into a Non-Public Selectboard Session pursuant to RSA 91-A:3 II to discuss (c) Reputations. Mr. Dalessio seconded the motion and, on a roll call vote with Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved at 6:30 PM.

Mr. Dalessio moved that the Minutes of the Non-Public Selectboard Session of December 6, 2018, be sealed. Seconded by Mrs. Pschirrer. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

The regular Selectboard meeting resumed at 6:47 PM.

Two members of the public joined the meeting.

**ACCOUNTS PAYABLE:**

Ms. Mayberry moved to accept the Accounts Payable check register in the amount of \$1,734,820.77 for checks issued December 14, 2018. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

Within this amount is a payment to Cheshire County of \$1,721,171.00 for 2018 county taxes.

**PAYROLL:**

Ms. Mayberry moved to accept the Payroll Check Register for the week ending December 8, 2018, in the amount of \$24,431.63 for checks issued December 14, 2018, and the electronic fund transfer for the 941 Employer Taxes in the amount of \$4,899.63. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**SELECTBOARD MEETING MINUTES:**

**SELECTBOARD MEETING – November 29, 2018:** Ms. Mayberry moved to accept the Minutes of the Selectboard meeting of November 29, 2018, as amended. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor the Minutes were approved as amended.

**NON-PUBLIC SELECTBOARD SESSION – November 29, 2018:** Ms. Mayberry moved to accept the Non-Public Minutes of the Selectboard meeting of November 29, 2018, as submitted. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor the Minutes were approved. The minutes remain sealed.

**SELECTBOARD MEETING – December 6, 2018:** Ms. Mayberry moved to accept the Minutes of the Selectboard meeting of December 6, 2018, as submitted. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor the Minutes were approved.

An additional original copy was created and notarized for the SAM application.

**NON-PUBLIC SELECTBOARD SESSION – December 6, 2018:** Ms. Mayberry moved to accept the Non-Public Minutes of the Selectboard meeting of December 6, 2018, as submitted. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor the Minutes were approved. The minutes remained sealed.

**COMMITTEE REPORTS:**

The Selectboard received and reviewed Minutes of the following meetings:

- North Walpole Village District Commissioners' Meeting – November 27, 2018;

**WARRANTS**

**Walpole Water Tax Lien:** Ms. Mayberry moved to approve the Walpole Water Tax Lien for the amount of \$1,477.54. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved

**Walpole Sewer Tax Lien:** Ms. Mayberry moved to approve the Walpole Sewer Tax Lien for the amount of \$1,733.22. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved

**North Walpole Tax Lien:** Ms. Mayberry moved to approve the North Walpole Sewer Tax Lien for the amount of \$19,695.82. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved

**PROPERTY TAX REFUNDS:**

**MAP and LOT #012-046-000:** Ms. Mayberry moved to grant the Property Tax Refund for Map and Lot# 012-046-000 for the amount of \$3,945.19. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved. The refund is due to an overpayment of 2018 property taxes.

**NOTICE OF INTENT TO CUT WOOD OR TIMBER:**

**Map and Lot #009-006-000:** Ms. Mayberry moved to approve the Notice of Intent to Cut Wood or Timber for Map and Lot #009-006-000 for a property located off of Maple Grove Road. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**Map and Lot #011-007-000:** Ms. Mayberry moved to approve the Notice of Intent to Cut Wood or Timber for Map and Lot #011-007-000 for a lot located off of Ramsay Hill Road. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**OLD BUSINESS:**

**Q-3 Water/Sewer Receipts to Date:** The Selectboard acknowledged receipt of the Q-3 Water/Sewer receipts to-date from Mrs. Daigle. As of 12/5/18, 88.8% of bills had been paid. Mrs. Pschirrer commented payments are doing pretty well with \$19,901.68 remaining to collect.

**Quarterly Receipt Comparison for Water and Sewer:** The report was sent earlier by Ms. Daigle.

**Letter from Atty. Bradley re: 392 Watkins Hill Road:** Mrs. Pschirrer confirmed the Board received a letter from Atty. Bradley confirming that Mr. Barcome's lodger had moved to the apartment. It seems the property owner is complying with the zoning ordinances.

**North Walpole Tax Monies Request:** Ms. Mayberry moved to approve the tax money request from North Walpole in the amount of \$278,630.00 for the 2018 tax year. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**NNETC dba Consolidated Communications Settlement Agreement:** Ms. Mayberry moved that Peggy Pschirrer sign the NNETC dba Consolidated Communications Settlement Agreement for \$5,047.00 on behalf of the Selectboard. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**Warranty Deed for Map and Lot# 010-002-000, Walker Road Conservation Property:** Mrs. Pschirrer stated that there are two documents for review that could be tabled to next week. Also, a closing date needs to be set. The first document was Assignment to Property that arrived late today. The other item is the deed.

Mr. Dalessio's only concern in the deed is that no snowmobiles be allowed on the property. The Board can challenge this wording. The Board is not opposed to snowmobile use of this property. Mrs. Pschirrer's name was also misspelled in the document. This item will be tabled for additional discussion at the next Selectboard Meeting.

**Westberg Estate Properties re: Brownfields Project:** Mrs. Pschirrer stated it was a tight schedule considering it's the holiday season. Mrs. Pschirrer related her experiences at the training session in Manchester. She is following up with Mr. McCluskey of the DES. The approval notice has not been received for the Town's Covenant application from the Justice Dept. The total cost potential is \$737,000. The grant will be for \$500,000 with an additional grant from the DES for \$100,000. The deed suggests that the Westberg Estate will give the Town \$170,000. The deed should state this money can be used for remediation, matching or continuing monitoring. Mr. Dalessio commented that there will be no refund of these monies; a buffer is needed. A letter that DES supports this project is being created. The question of whether the Town has received a grant before was discussed. Mrs. Pschirrer did not know of any prior EPA grants. Mr. Dalessio stated there was a prior sewer system federal grant. Grant history affects beneficial points toward grant awards. The Economic Justice section of the application will not be applicable. It is a complicated process. The writing of the grant will be shared between Peggy Pschirrer and Steve Rickerich of Ransom Consulting. A draft proposal must be done no later than January 17<sup>th</sup>. A public hearing must be held to allow the public to look at the proposal. Staff Meeting will be moving to Jan. 24<sup>th</sup> to allow time for the public hearing. A copy of the notice must be printed in the newspaper and minutes need to be recorded. If an award is given, the work must go to bid. The Town must close on the property at the end of December or on the 3<sup>rd</sup> or 4<sup>th</sup> of January. The covenant must be granted before this date for liability purposes. The area should be fenced in.

#### **NEW BUSINESS:**

**Town Hall Use as Temporary Library Space:** Mrs. Justine Fafara was attending the meeting with a request for the use of the 2<sup>nd</sup> floor of the Town Hall as a temporary location for the library. An official plan is needed. Construction at the library is to start May 1<sup>st</sup>. Mostly newer items that would be moved to the 2<sup>nd</sup> floor. After reviewing the Town Hall Reservation Calendar, it was found that existing reservations for the FMRHS Prom and the Village School's Mom Prom are planned for first two weekends in May. The Board agreed to reserve the 2<sup>nd</sup> floor of the Town for the Library from mid-May through the end of October. Mrs. Fafara mentioned that 20 children had attended a cookie decorating program at the library today.

**Walpole Players – Wood Floor Damage:** Mrs. Bryan had received an e-mail note on Wednesday morning that the Town Hall custodian reported that the second floor had deep scratches in the floor. In order to remedy the issue, Mrs. Bryan cleaned and buffed the area to remove the marks. Mrs. Mayberry asked that the Players be mindful that while working, not to scratch the floor. Mr. Dalessio commented that ladders should be secured to the wall. Also, the stairs behind the stage were not connected to anything and needs to be fixed. Mrs. Bryan said that the Players would take care of whatever needs to be fixed. Mr. Dalessio asked that carpeting to be added to the bottom of the ladders in the main room.

**Emergency Management Director Resignation:** A letter was received from Richard Hurlburt giving his resignation effective January 1, 2019. Per Mr. Dalessio, Mark Houghton will be become the new director.

**Equalization - Preliminary Analysis Report:** The Board discussed the property sales listed on the report. Mr. Dalessio moved to accept the Preliminary Analysis Report created by Avitar Associates. Seconded by Ms. Mayberry. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**Highway Department:** The Walpole Highway Department is considering a trade of an unusable plow for sand and gravel from the Westminster Highway Dept.

**Fire District Warrant Requests:** The Board reviewed the requests which will be given to the Trustees of Trust Funds for action. A prior payment request will be reviewed by the Manager of Finance to ensure it was correct.

**RECESS SELECTBOARD MEETING:**

Mr. Dalessio moved to recess this Selectboard meeting. The Selectboard will enter into a meeting as the Hooper Trustees. Seconded by Mrs. Pschirrer. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved at 8:04 PM.

The regular Selectboard meeting resumed at 8:09 PM.

**OTHER BUSINESS:**

**Department Budget Meetings:** The first meeting starts at 8:00am tomorrow morning per Mrs. Pschirrer. Mr. Tom Goins will be part of the meeting. A rough draft of warrant articles was distributed.

**Town Hall 2<sup>nd</sup> Floor Windows:** When Mr. Dalessio looked at the windows at the back of the stage, he felt that closing them over may be better. The Players put cloth over the windows. The quote to replace will remain in the warrant article for further discussion. Another option would be put in standard windows and board up the space around them.

**Highway Garage:** Monies left in prior budgets have been used to start work on a new garage. The Board discussed funds remaining in Warrant Article #5 for municipal building repair.

**ADJOURNMENT:**

Mr. Dalessio moved to adjourn this meeting. Seconded by Mrs. Pschirrer. With Mr. Dalessio and Mrs. Pschirrer in favor, the meeting was adjourned at 8:20 PM.

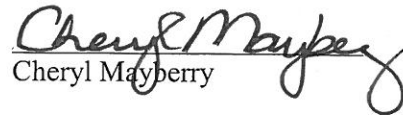
Respectfully submitted,  
Sarah Downing, Recording Secretary Pro Tempore



Peggy L. Pschirrer, Chair



Steven Dalessio



Cheryl Mayberry

(**Note:** These are unapproved Minutes. Corrections will be found in the Minutes of the December 20, 2018, Selectboard meeting.)