

**TOWN OF WALPOLE  
MEETING OF THE SELECTBOARD  
DECEMBER 17, 2020**

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

**CALL TO ORDER:** Mrs. Pschirrer, Chair of the Walpole Selectboard, called this meeting via Zoom to order at 6:30 PM. She announced that Ms. Cheryl Mayberry and Mr. Steven Dalessio, the other two Selectboard members, were present. The three Selectboard members are in separate locations. Mrs. Sarah Downing, Manager of Administration, is in the Walpole Town Hall, and Mrs. Regina Borden, Recording Secretary, by telephone at a separate location. This Zoom meeting is being recorded remotely by FACT-TV and can be viewed on their YouTube channel.

**ACCOUNTS PAYABLE:**

Mr. Dalessio moved to accept the Accounts Payable Check Register in the total amount of \$1,646,816.23 for checks issued December 18, 2020. This includes a payment of \$1,601,676.00 to the Cheshire County for the yearly payment. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

**PAYROLL:**

Mr. Dalessio moved to accept the Payroll Check Register for the week ending December 12, 2020, in the amount of \$28,081.56 for checks dated December 18, 2020, and for the 941 Payroll Tax Transfer in the amount of \$5,363.58. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

**SELECTBOARD MEETING MINUTES:**

**SELECTBOARD MINUTES – December 10, 2020:** Mr. Dalessio moved to accept the Minutes of the Selectboard meeting of December 10, 2020, as submitted. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Mr. Dalessio and Mrs. Pschirrer in favor, the Minutes were approved. Ms. Mayberry abstained from the vote as she was not present at this meeting.

**NON-PUBLIC SELECTBOARD SESSION – December 10, 2020:** Mr. Dalessio moved to accept the Minutes of the Non-Public Selectboard Session of December 10, 2020, as submitted. These Minutes will remain sealed. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Mr. Dalessio and Mrs. Pschirrer in favor, the Minutes were approved. Ms. Mayberry abstained from the vote as she was not present at this meeting.

**COMMITTEE REPORTS:**

The Selectboard acknowledged receipt of the following Committee reports:

- Walpole Conservation Commission Meeting – December 7, 2020;
- North Walpole Village Board of Commissioners Meeting – November 17, 2020;
- North Walpole Village Board of Commissioners Meeting – November 24, 2020;
- North Walpole Village Board of Commissioners Meeting – December 1, 2020;
- North Walpole Village Board of Commissioners Meeting – December 8, 2020.

**PROPERTY TAX REFUNDS:**

Mr. Dalessio moved to grant the following Property Tax Refunds. These are all the result of over-payments:

- Map and Lot #020-043-000 in the amount of \$48.00;
- Map and Lot #024-016-000 in the amount of \$2,180.00;
- Map and Lot #005-035-000 in the amount of \$11.00;
- Map and Lot #008-015-005 in the amount of \$5,918.00.

Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

**TIMBER TAX WARRANT:**

MAP and LOT #007-024-001: Mr. Dalessio moved to approve the Timber Tax Warrant and the Certification of Yield Taxes Assessed in the amount of \$248.44 for the owner(s) of Map and Lot #007-024-001. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

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

MAP and LOT #004-041-000: Mr. Dalessio moved to approve the Notice of Intent to Cut Wood or Timber for the owner(s) of Map and Lot #004-041-000 for a cut on a lot located off Route 12. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

**OLD BUSINESS:**

**Travel Policy for Employees:** Mrs. Pschirrer reported that the Travel Policy for Employees was put “On Hold” at the last meeting as some additional wording was needed. The policy was updated with ten (10) days of quarantine or seven (7) days quarantine with a PCR test.

Ms. Mayberry moved to approve this updated COVID-19 Travel Policy for Employees. Seconded by Mr. Dalessio. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**Emergency Generators:** Mrs. Pschirrer advised that Mr. Sam Jacobs and Mr. Justin Cassarino at the Walpole Elementary School talked to them about the need for an emergency generator now that they have been included as an approved shelter in the Walpole Emergency Plan. Mrs. Pschirrer noted that an emergency generator is also needed at the Town Hall. Mr. Dalessio spoke with Mr. Mark Houghton who is aware of this. Mrs. Downing wrote to Ms. Liz Gilboy at the NH Homeland Security to ask where they need to apply for the Grant she spoke about and if the money is still available.

**Pending Further Actions:**

**Tax Deeded Property Sale:** At the beginning of next year Mrs. Pschirrer would like to advertise this Tax Deeded Property Sale. Mrs. Downing will begin the process.

**Town Street Lights, Houghton Brook Bridge Repair, Reservoir Dam Repairs:** These items will remain on the agenda as Pending Further Actions.

**Annual Town Reports:** Mr. Dalessio asked Mrs. Downing to remind department managers that their annual reports will be due for the Annual Town Reports right after the first of the year.

**NEW BUSINESS:**

**Vachon Clukay & Co. Letter of Agreement for Tax Collector Audit:** Mrs. Pschirrer pointed out that Mrs. Smith will be retiring as the Town Clerk-Tax Collector on December 31, 2020. Therefore, an audit is required for the Tax Collector's position. Mrs. Smith will be closing the books on December 28, 2020. Ms. Mayberry moved to authorize the Chair of the Selectboard, Peggy L. Pschirrer, to sign the Letter of Agreement with Vachon Clukay & Company for the audit. Seconded by Mr. Dalessio. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**Date for Annual Budget Public Hearing:** There was a consensus of the Selectboard to set the date for the Annual Budget Public Hearing for Thursday, February 4, 2021. It will be done either by a Public Hearing or a Zoom meeting. In accordance with State RSAs the last date it can be held is February 11, 2021. This information will be sent to Mr. Ray Boas for publication in the January and February Clarion. This will be held at either 5:30pm or 6:00pm prior to the regular Selectboard meeting.

**Next Selectboard Meeting:** Due to the Christmas Holiday next week, the next Selectboard meeting is scheduled for Wednesday, December 23, 2020, at 9:00 AM. This will be a Zoom meeting.

**Selectboard:** The Selectboard members will come into the office tomorrow or over the weekend to sign documents approved at this meeting.

**FACT-TV:** Mrs. Pschirrer announced that this concludes the regular Selectboard meeting. The Selectboard will enter into a Non-Public Selectboard Session and Hooper Trustees meeting. FACT-TV discontinued filming this meeting at 6:47 PM.

**NON-PUBLIC SELECTBOARD SESSION:**

Ms. Mayberry moved to enter into a Non-Public Selectboard Session pursuant to RSA 91-A:3 II to discuss (a) Personnel, (c) Reputations and (d) Acquisition, Sale or Lease of Real or Personal Property. Seconded by Mr. Dalessio. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved at 6:50 PM.

The regular Selectboard meeting resumed at 7:07 PM.

Ms. Mayberry moved that the Minutes of the Non-Public Selectboard Session of December 17, 2020, will be sealed. Seconded by Mr. Dalessio. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**RECESS SELECTBOARD MEETING:**

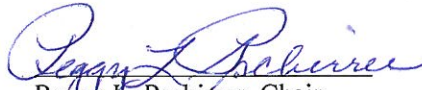
Mr. Dalessio moved to recess this Selectboard meeting. The Selectboard will enter into a meeting as the Hooper Trustees. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved at 7:08 PM.

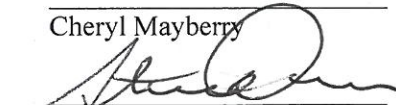
The regular Selectboard meeting resumed at 7:20 PM.

**ADJOURNMENT:**

Ms. Mayberry moved to adjourn this Selectboard meeting. Seconded by Mr. Dalessio. Mrs. Pschirrer asked if there were any questions or comments. There were none. On a voice roll call vote with Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, this meeting adjourned at 7:22 PM.

Respectfully submitted,  
Regina Borden, Recording Secretary

  
Peggy L. Pschirrer, Chair

Cheryl Mayberry  
  
Steven Dalessio

(**Note:** These are unapproved Minutes. Corrections will be found in the Minutes of the December 23, 2020, Selectboard meeting.)