

**TOWN OF WALPOLE
MEETING OF THE SELECTBOARD
SEPTEMBER 30, 2021**

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

CALL TO ORDER: Ms. Mayberry called this Selectboard meeting to order at 6:30 PM in the Walpole Town Hall. Also present was Mrs. Sarah Downing, Manager of Administration, and Mrs. Regina Borden, Recording Secretary. There were no members of the public in attendance. This meeting was being recorded.

ACCOUNTS PAYABLE:

Mrs. Pschirrer moved to accept the Accounts Payable Check Register in the total amount of \$502,602.60 for checks issued October 1, 2021. This includes a payment in the amount of \$408,708.50 to All States Construction for paving. Mr. Dalessio noted this payment is \$8,708.50 over the 2021 budget for Paving. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

PAYROLL:

Mrs. Pschirrer moved to accept the Payroll Check Register for the week ending September 25, 2021, in the amount of \$29,532.20 for checks dated October 1, 2021, and for the 941 Payroll Tax Transfer in the amount of \$5,795.64. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

SELECTBOARD MEETING MINUTES:

SELECTBOARD PUBLIC HEARING – September 23, 2021: Mrs. Pschirrer moved to accept the Minutes of the Selectboard Public Hearing of September 23, 2021, as submitted. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the Minutes were approved.

STAFF MEETING – September 23, 2021: Mrs. Pschirrer moved to accept the Minutes of the Staff Meeting of September 23, 2021, as submitted. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the Minutes were approved.

SELECTBOARD MINUTES – September 23, 2021: Mrs. Pschirrer moved to accept the Minutes of the Selectboard meeting of September 23, 2021, as submitted. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the Minutes were approved.

NON-PUBLIC SELECTBOARD MINUTES – September 23, 2021: Mrs. Pschirrer moved to accept the Non-Public Selectboard session of September 23, 2021, as submitted. These Minutes will remain sealed. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the Minutes were approved.

COMMITTEE REPORT:

The Selectboard acknowledged receipt of the following Committee report:

- Library Board of Trustees Meeting Minutes – September 14, 2021.

With reference to the above meeting Minutes, Ms. Mayberry reported that the water in North Walpole is drinkable. Copies of all the reports could be provided to the Library Board of Trustees. She encouraged them to call the North Walpole Board of Commissioners to discuss this.

OLD BUSINESS:

NHDRA Approval Letter for Emergency Expenditures: Ms. Mayberry reported that the Selectboard did receive approval on September 28, 2021, from the NH Department of Revenue Administration (DRA) to exceed the appropriations by \$500,000 from the Unexpended Fund Balance. Mr. Dalessio said they need to think about if they are going to use a Tax Anticipation Note (TAN). If so, who will they borrow it from and what are we going to use it for? Mr. Dalessio would start with School Street. To date, they have not had any luck with finding an engineer. It would be almost a year before this project would happen.

Quitclaim Deed for Map and Lot #009-024-000: Mrs. Pschirrer moved to approve the Quitclaim Deed (Deed Without Covenants) for the vacant parcel located off of Evans Road, Map and Lot #009-024-000, as the successful bidders paid the balance and the Selectboard now has their Deed ready to be signed. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

Quitclaim Deed for Map and Lot #024-005-000: Mrs. Pschirrer moved to approve the Quitclaim Deed (Deed Without Covenants) for the property located at 24 Homestead Avenue, Map and Lot #024-005-000, as the successful bidders paid the balance and the Selectboard now has their Deed ready to be signed. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

Request for Encumbrance for \$89,500 for Painting of Town Hall: Mr. Dalessio moved to encumber Warrant Article 5-21 in the amount of \$89,500 for the painting of the entire exterior of the Town Hall including the rental of a 125' lift for four weeks. These funds were not expended due to a labor shortage on the part of the vendor. Seconded by Mrs. Pschirrer. With Mr. Dalessio, Mrs. Pschirrer and Ms. Mayberry in favor, the motion was approved.

Request for Encumbrance for \$15,900 for Repair of 2nd Floor Ceiling in Town Hall: Mr. Dalessio moved to encumber Warrant Article 5-21 in the amount of \$15,900 for the restoration of the second-floor ceiling in the Town Hall. These funds were not expended due to a labor shortage on the part of the vendor. Seconded by Mrs. Pschirrer. With Mr. Dalessio, Mrs. Pschirrer and Ms. Mayberry in favor, the motion was approved.

Community Power Coalition Public Meeting Notice: Mrs. Pschirrer advised that the Public Meeting Notice for the Community Power Coalition of New Hampshire was posted earlier this week. This meeting will be held on October 1, 2021, at the Kimball Jenkins School of Art, Carriage House, 266 N. Main Street, Concord, NH 03301. Mr. Paul Looney and Mrs. Pschirrer plan to attend. Mrs. Pschirrer will present her report at next week's meeting.

Meeting With the Trustees of Trust Funds: The tentative date for this meeting regarding the Hooper Trust Funds is still October 21st at 6:00 PM. However, they are awaiting one response.

The Restaurant at Burdick's Outdoor Dining Request: Mr. Dalessio pointed out that this Burdick's outdoor Dining Request should be referred to the Planning Board for their decision. Mrs. Pschirrer feels the platform is a safety issue.

Catering Quotes for Employee Appreciation Lunch: Ms. Mayberry advised that three catering quotes were received for the Employee Appreciation Lunch.

Mr. Dalessio moved to accept the quote from Joanie Joan's Eatery & Catering from Walpole Village for the Employee Appreciation Harvest Lunch on Tuesday, October 19th, 2021. Seconded by Mrs. Pschirrer. With Mr. Dalessio, Mrs. Pschirrer and Ms. Mayberry in favor, the motion was approved.

Cleaning Cost for Town Hall Events: Mr. Brad Nash provided a rate of one (1) hour to clean 36 chairs and 4 tables. He also cleans and disinfects the kitchen, wipes down the center poles, all door knobs, light switches and cleans and disinfects the elevator. Ms. Mayberry said it will all come down to the event; how many tables and chairs will be used, etc. We would still expect the renter to do their regular cleaning. Mr. Dalessio noted Mr. Nash's benefits have to be included in his salary.

Pending Further Actions:

Houghton Brook Bridge, Generators, Three Phase Power for Industrial Avenue and Bensonwood:

Vilas Bridge: Ms. Mayberry reported the Governor's Advisory Commission on Intermodal Transportation (GACIT) Hearing is on Tuesday, October 5th at 7:00 PM at the Keene Recreation Center. She plans to attend. Mrs. Pschirrer would prefer to attend via ZOOM.

NEW BUSINESS:

Town Clerk/Tax Collector's Change of Hours: Mrs. Meghan Hansson submitted their proposed new hours and their plan to implement them. These hours will go into effect on October 31st, 2021. They feel these hours will better serve their public. Their busiest hours are the late day hours. Appointments are required for every day; Tuesday evenings fill up quickly. For folks working an early shift, opening at 7am is not early enough; they are looking for later afternoon hours. The Selectboard agreed that they liked the new hours. Mr. Dalessio said this is a 10% increase for the public.

Tax Deeding Protocol – Several Questions from the Town Clerk/Tax Collector's Office: Ms. Mayberry noted that based on the body of the report they state what they want but are asking the Selectboard what they want. She would like to see a tentative plan or outline from them. They want them to develop a calendar and a time line. Ms. Mayberry asked Mrs. Downing to look at the Tax Deeding Protocol and what that will require of the Selectboard. At some point in the process, the Selectboard has to accept the liens. Mrs. Pschirrer would like their recommendation to be concise and distinct. Ms. Mayberry said they can include payment plans in their protocol. Mr. Dalessio felt they need to find out what the process is. He will talk to them on Tuesday regarding procedures, etc.

NH Agency Directors' Presentation re: Funding Opportunities for Storm Water Disaster Recovery & Mitigation: The Selectboard received a notice that there is a meeting with Senator Jay Kahn. This request came from Lisa Murphy. Mr. Mark Houghton will attending via Zoom. Mrs. Pschirrer and Mr. Dalessio plan to attend. The Meeting will be held remotely via Zoom or in-person on Wednesday, October 6th from 1:00-to-3:00 PM in Delegation Hall at the Historic Cheshire County Courthouse located at 12 Court Street, Keene. For the RSVP with SWRPC, the Selectboard prefers attending via Zoom.

Walpole Schools' Halloween Parade and Elm Street: An email was received from Mr. Justin Cassarino at the Walpole School regarding the October Halloween Parade on October 29th. He is asking if there would be any issues with having the kids walk up and do two laps around the Common, with parents and businesses waiting there. Mr. Cassarino would like to make it feel like a real parade for them. This would alleviate the issues of them worrying about traffic. They would still request a police car to help as well. Ms. Mayberry and Mrs. Pschirrer felt it was a good idea. Mr. Dalessio had no problems with the parade. He hoped the paving would be finished before the end of October.

Ms. Mayberry will send Mr. Cassarino a note to let him know the Halloween Parade around the Common is approved providing the paving is finished.

NHMA Conference Registration: Notices were received that the Registration is Now Open for the NH Municipal Association Hybrid Conference on November 17-to-19, 2021. Mr. Dalessio does not plan to attend. Ms. Mayberry and Mrs. Pschirrer will look over the notice and then make their decisions as to whether or not to attend.

Avitar Notice for 2022 Utility Rates: Ms. Mayberry acknowledged receipt of the Avitar Notice for 2022 Utility Rates at \$150 per hour for new construction and superior court defense time.

Cards: Mrs. Pschirrer asked Mrs. Downing to get a get-well card for Mr. David Hewes who is recovering from surgery and a sympathy card for Mr. Ken Thompson's wife and family.

NON-PUBLIC SELECTBOARD SESSION:

Mrs. Pschirrer moved to enter into a Non-Public Selectboard Session pursuant to RSA 91-A:3 II to discuss (a) Personnel and (c) Reputation. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved at 7:09 PM.

The regular Selectboard meeting resumed at 7:24 PM.

Mrs. Pschirrer moved that the Minutes of the Non-Public Selectboard Session of September 30, 2021, will be sealed. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

ADJOURNMENT:

Mrs. Pschirrer moved to adjourn this Selectboard meeting. Seconded by Mr. Dalessio. Ms. Mayberry asked if there was any discussion. There was none. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the meeting was adjourned at 7:25 PM.

Respectfully submitted,
Regina Borden, Recording Secretary


Cheryl Mayberry, Chair


Steven Dalessio


Peggy L. Pschirrer

(Note: These are unapproved Minutes. Corrections will be found in the Minutes of the October 7, 2021, Selectboard meeting.)