

**TOWN OF WALPOLE
MEETING OF THE SELECTBOARD
NOVEMBER 30, 2023**

Selectboard Present: Peggy Pschirrer, Chair; Cheryl Mayberry and Steve Dalessio

Staff Present: Sarah Downing, Manager of Administration; Ahmad Esfahani, Recording Secretary

CALL TO ORDER: Mrs. Pschirrer called this Selectboard meeting to order at 6:30 PM. She introduced herself, Peggy Pschirrer, Selectboard Chair, Cheryl Mayberry, Steve Dalessio, Sarah Downing, Manager of Administration, and Ahmad Esfahani, Recording Secretary.

PAYROLL: Mr. Dalessio moved to approve the Payroll Register totaling \$35,863.68 dated 12/01/23 and the 941 Payroll Tax Transfer of \$7,556.37. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry, and Mrs. Pschirrer in favor, the motion was approved.

SELECTBOARD MEETING MINUTES:

SELECTBOARD MEETING – November 22, 2023: Mr. Dalessio moved to approve the Minutes of the Selectboard Meeting Minutes of November 22, 2023. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

SELECTBOARD NON-PUBLIC SESSION – November 22, 2023: Mr. Dalessio moved to approve the Minutes of the Selectboard Non-Public Session of November 22, 2023. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved. The minutes will remain sealed.

COMMITTEE REPORTS:

Mr. Dalessio brought to the chair's attention the following committee reports:

- Hooper Board Meeting Minutes – September 6, 2023
- Hooper Board Meeting Minutes – October 4, 2023
- Hooper Board Meeting Minutes – November 1, 2023
- Zoning Board of Adjustment Meeting Minutes – October 18, 2023
- Safety Committee Meeting Minutes – November 16, 2023

Mrs. Pschirrer acknowledged these minutes.

Letter to Jan Galloway-Leclerc: Mr. Dalessio motioned to accept the letter of appreciation to Jan Galloway-Leclerc for her services as a ZBA member. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

Public Hearing: Mrs. Pschirrer commented that the funds to be discussed in a forthcoming hearing were expected because they were FEMA funds. Mrs. Downing stated that unanticipated is a procedural term because the funds were not listed in the MS-434 form. Ms. Mayberry suggested the wording “for the purpose of reimbursing expenses associated with FEMA”. Mr. Dalessio commented on taking out the word “expenditure” in the hearing notice. Ms. Mayberry asked when the expenses were incurred. Mrs. Pschirrer stated they were incurred in 2021 and early 2022. Mrs. Pschirrer then commented that the auditor suggested holding a public hearing. Ms. Mayberry and Mrs. Pschirrer suggested breaking the hearings into two: one for the FEMA, the other for the highway block grant. The Selectboard reached agreement to hold the public hearing at 6:00 PM.

Selectboard December Meeting: There was a consensus that the Selectboard Meeting dates will be Dec. 5th, 14th, 21st and 28th.

General and Utility Assessing Quotes: Mrs. Pschirrer stated that there is an Avitar bid to be either a 1-year contract at \$26,268 or a 4-year contract at \$188,928. Mr. Dalessio suggested doing a 1-year contract and creating a Capital Reserve Fund to save for a longer contract. Mr. Dalessio motion to accept the 1-year assessing contract with Avitar at \$26,268. Seconded by Ms. Mayberry. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

The Selectboard reached a consensus to not accept the offer of assessing services for utilities by Sansoucy Associates.

Website Update: Mr. Dalessio stated he looked at the draft website. There is more information needed. The Selectboard agreed to ask for a timeline to have the website finished.

Pending Further Action: Mrs. Pschirrer stated that even though the Brownfields project is finished, the fence is still going to be put in because the ground is still soft. The cost of the fence is under \$5,000 and it will be installed within the next two weeks.

NEW BUSINESS:

Resident Complaint: Mrs. Pschirrer asked Mrs. Downing to discuss recent discussions with a resident who lives at the end of Whipple Hill Road. Mrs. Downing stated that the residents were unhappy with hunters parking near their property. Mrs. Downing commented that parking is occurring on Rapids Road, and this road borders the residents' property. Mr. Dalessio stated that if hunters are parking on personal property, it is trespassing. The Selectboard discussed the email and attached images sent by the resident. They deliberated on the locations that hunters may be parking on Rapids Road.

Abatement Appeal Mediation Settlement: Mrs. Pschirrer presented the mediation settlement to the Selectboard for map and lot# 019-040-000. Ms. Mayberry motioned to accept the abatement appeal mediation settlement. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio, and Mrs. Pschirrer in favor, the motion was approved.

Terra Map Mapping Services Agreement: Mrs. Pschirrer stated that the cost for the Terra Map Mapping Services Agreement for 1-year limited \$2,860. Mr. Dalessio asked that this item be confirmed in next year's budget. Ms. Mayberry motioned to allow Mrs. Pschirrer to sign to accept the Terra Map Mapping Services Agreement with Avitar for 1-year limited at \$2,860. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio, and Mrs. Pschirrer in favor, the motion was approved.

DRA Portal Access: Ms. Mayberry motioned to allow town Treasurer Steve Varone read-only access to the DRA Portal. Seconded by Mr. Dalessio. With Mr. Dalessio, Ms. Mayberry, and Mrs. Pschirrer in favor, the motion was approved.

HOOPER TRUSTEES MEETING:

Ms. Mayberry moved to enter into Hooper Trustees meeting at 7:06 PM. Mr. Dalessio seconded. With Ms. Mayberry, Mr. Dalessio, and Mrs. Pschirrer in favor, the motion was approved.

The meeting reconvened at 7:18 PM.

NON-PUBLIC BUSINESS RSA 91-A:3 II (c):

Ms. Mayberry moved to enter into Non-Public meeting at 7:19 PM. Mr. Dalessio seconded. With Ms. Mayberry, Mr. Dalessio, and Mrs. Pschirrer in favor, the motion was approved.

The meeting reconvened at 7:45 PM.

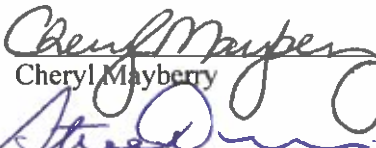
Mrs. Pschirrer declared the Non-Public meeting minutes sealed.

ADJOURNMENT:

Mrs. Pschirrer declared the meeting adjourned at 7:46 PM.

Respectfully submitted,
Ahmad Esfahani, 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 6, 2023, Selectboard meeting.)

