

**TOWN OF WALPOLE  
MEETING OF THE SELECTBOARD  
MAY 2, 2019**

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

**CALL TO ORDER:** Mr. Dalessio called this meeting of the Selectboard to order at 6:30 PM in the Walpole Town Hall. He advised that this meeting is being recorded and asked anyone wishing to speak to identify themselves for the record. There was one member of the public in attendance.

**PUBLIC BUSINESS:**

**TRIVANTUS PAYROLL SERVICES PRESENTATION:** Mr. Anthony Poole from Trivantus Payroll Services was present to provide information on their full payroll services. They are a local New Hampshire based business out of Manchester; family operated. They handle payroll for small to medium sized businesses and municipalities with up to 60 employees. They provide services to several Walpole businesses. Mrs. Pschirrer had previously sent him some information and explained their payroll is being done in-house through the Director of Finance. Mr. Dalessio provided a brief summary on how payroll is now being processed. Mr. Poole explained options for logging in to provide them with payroll information plus the various reports they could generate at the end of each payroll period. The Director of Finance will have access to all the data. The Town would be looking at the payroll and time keeping services. Summer employees could be kept on an internal payroll system or added to the Trivantus program. Mr. Poole distributed folders with draft copies of various reports that could include a break-down of payroll by departments. They are considered a bulk filer with the IRS. Payroll checks would be sent to the Town by FedEx or a carrier service. Mr. Dalessio asked Mr. Poole to put together a formal quote for their review. Mr. Poole can arrange for a demo with the Town's Director of Finance if the Town makes a decision to move forward.

**ACCOUNTS PAYABLE:**

Ms. Mayberry moved to accept the Accounts Payable Check Register in the amount of \$201,323.53 for checks issued May 3, 2019. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

The above amount includes a payment in the amount of \$77,951.51 to the Village of Bellows Falls for the 1<sup>st</sup> Quarter Sewer Fees and Bond payment.

**PAYROLL:**

Ms. Mayberry moved to accept the Payroll Check Register for the week ending April 27, 2019, in the amount of \$26,191.26 for checks issued May 3, 2019 and the electronic fund transfer for the 941 Employer Taxes in the amount of \$5,132.99. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**SELECTBOARD MEETING MINUTES:**

**SELECTBOARD MINUTES – April 25, 2019:** Ms. Mayberry moved to accept the Minutes of the Selectboard meeting of April 25, 2019, as submitted. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the Minutes were approved.

**NON-PUBLIC SELECTBOARD SESSION – April 25, 2019:** Ms. Mayberry moved to accept the Minutes of the Non-Public Selectboard Session of April 25, 2019, as submitted. These Minutes will remain sealed. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the Minutes were approved.

**COMMITTEE REPORT:**

The Selectboard received and reviewed Minutes of the following meeting:

- Planning Board Workshop Meeting – April 23, 2019.

**WARRANTS – WATER & SEWER:**

**WATER FEES IN WALPOLE:** Ms. Mayberry moved to approve the Warrant for the Collection of Walpole Water Fees in the amount of \$38,546.99. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**SEWER FEES IN WALPOLE:** Ms. Mayberry moved to approve the Warrant for the Collection of Walpole Sewer Fees in the amount of \$64,142.38. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**SEWER FEES IN NORTH WALPOLE:** Ms. Mayberry moved to approve the Warrant for the Collection of North Walpole Sewer Fees in the amount of \$56,065.00. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**TIMBER TAX WARRANT:**

**MAP and LOT #004-041-000:** Ms. Mayberry moved to approve the Warrant Yield Tax Levy and the Certification of Yield Taxes Assessed in the amount of \$173.22 for Map and Lot #004-041-000, Operation #18-461-015-T, off Wentworth Road. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**MAP and LOT #009-002-000** Ms. Mayberry moved to approve the Warrant Yield Tax Levy and the Certification of Yield Taxes Assessed in the amount of \$1,582.67 for Map and Lot #009-002-000, Operation #18-461-013-T, off Ramsay Hill Road. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**MAP and LOT# 005-057-000:** Ms. Mayberry moved to approve the Warrant Yield Tax Levy and the Certification of Yield Taxes Assessed in the amount of \$1,360.46 for Map and Lot #005-057-000, Operation #18-461-014-T, off Watkins Hill Road. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**GRAVEL TAX WARRANT:**

**MAP and LOT #014-013-000:** Ms. Mayberry moved to approve the Warrant for Gravel Tax Levy in the amount of \$111.12 for Map and Lot #014-013-000, Lane Construction Corporation. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**MAP and LOT #015-011-000:** Ms. Mayberry moved to approve the Warrant for Gravel Tax Levy in the amount of \$4,666.68 for Map and Lot #015-011-000, Lane Construction Corporation. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**DEMOLITION PERMIT:**

**TARAH JACKSICS – Map and Lot #014-011-002:** Ms. Mayberry moved to approve Demolition Permit No. 2019-10 for Tarah Jacksics for the “Demolition of house because of fire” at 101 Brewery Road. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**OLD BUSINESS:**

**Q4 Water and Sewer Receipts to Date:** The Selectboard acknowledged receipt of the Q4 Water and Sewer Receipts to April 26, 2019. Total Receipts for Q4 2018 Billed is 92.5%.

**Water and Sewer Quarterly Receipt Comparison:** Acknowledgement was made of the Water and Sewer Quarterly Receipt Comparison from Mrs. Daigle.

**Appointment Notice:** Ms. Mayberry moved to sign the Appointment Notice for Mrs. Alicia Flammia to the Walpole Conservation Commission for a period of three (3) years from March 2019 through Town Meeting, March 2022. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**E.E. Houghton Invoices:** The Selectboard checked and approved the E.E. Houghton invoices to the Town of Walpole.

**Tax Collector Deeded Properties – Next Steps:** The following two properties at 24 Homestead Avenue and 63 River Road have been deeded to the Town. Mr. Dalessio requested that the properties be posted with “No Trespassing” signs.

**Dexpart:** Mrs. Pschirrer recommended inviting Mr. Peter Dexter to attend the next Selectboard meeting to discuss his business in the Industrial Park.

**Ryan Paul Property:** Mr. Dalessio, Mr. Rau and Mr. Paul walked the area around the Paul property. There was a consensus that the drainage problem on the front lawn will need to be researched by Mr. Paul. Based on his findings, Mr. Dalessio and Mr. Rau will do a follow-up visit with Mr. Paul.

**Charlestown Withdrawal Study Meeting:** Mr. Dalessio attended a recent Withdrawal Study Meeting in Charlestown. Mr. Albert St. Pierre will be the Chair of the Study Committee. These meetings are open to the public. Minutes of these meetings are going to be forwarded to Mrs. Downing who will see they are distributed to the Selectboard. There will be a file in the Selectboard Office.

**NEW BUSINESS:**

**Police Cruiser Loan Documents – Warrant Article #10:** The Selectboard signed the loan documents with the Mascoma Bank for the new police cruiser being purchased by approval of the voters under Warrant Article #10 at the Town Meeting.

**DES Wetlands Permit Application:** Mrs. Pschirrer moved that Mr. Steven Dalessio, Chair of the Town of Walpole Selectboard, be authorized to sign the Department of Environmental Services Wetland Permit Application for the March Hill Road Culvert Project. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

**Basketball Court – Warrant Article #13:** Ms. Mayberry moved to approve the request from Justin Cassarino and the Recreation Committee for \$30,000 from the General Fund for Warrant Article #13 to be spent on the basketball court and to move \$20,000 from the Recreation Revolving Fund to be transferred to the General Fund to be used toward the cost of the basketball court being installed at Whitcomb Park. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**2018 Total Equalized Valuation from the DRA:** The Selectboard received the 2018 Total Equalized Valuation from the Department of Revenue Administration. Mr. Dalessio asked Attorney Hockensmith to begin looking at the PILOT Agreement with the Great River Hydro properties based on the Town's agreement with the Village of North Walpole.

**SWRPC Annual Meeting Invitation:** An invitation was received to attend the Southwest Regional Planning Commission's Annual Meeting on June 11, 2019. Ms. Mayberry plans to attend.

**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 e) Pending Claims or Litigation. Mrs. Pschirrer seconded the motion and, on a roll call vote with Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved at 8:00 PM.

The regular Selectboard meeting resumed at 8:20 PM.

Ms. Mayberry moved that the Minutes of the Non-Public Selectboard Session of May 2, 2019, be sealed. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

**RECESS SELECTBOARD MEETING:**

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

The regular Selectboard meeting resumed at 8:24 PM.

**OTHER BUSINESS:**

**Fall Mountain Alliance:** Mr. Dalessio attended the Fall Mountain Alliance program on "Plastics: What Can We Do Now?" It was held on Saturday, April 27<sup>th</sup> in the Town Hall. The panel did a very good presentation. People asked good questions.

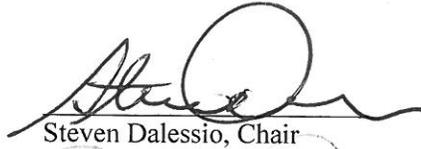
**Selectboard Office:** The Selectboard approved having Mrs. Downing take off Tuesday, May 28<sup>th</sup>, 2019, as a vacation day.

**Recreation Department:** Ms. Mayberry and Mr. Justin Cassarino had discussed cutting trees in the North Walpole Park. She suggested that he contact Mr. Michael Rau, the Road Agent, who makes arrangements for trees to be cut on one-or-two days each year. Mr. Rau advised they have no trees to be cut at this time. Mr. Dalessio spoke with Mr. Gallagher at the Annual Meeting of the Village of North Walpole about tree removal. Mr. Dalessio will ask Mr. Rau to add these trees to his list. Mrs. Pschirrer pointed out that Mr. Rau does not ride around looking for trees to be cut. However, he does look at them when there is a complaint or concern.

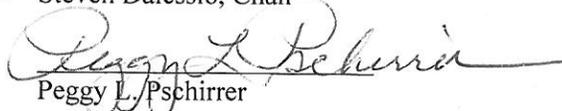
**ADJOURNMENT:**

Ms. Mayberry moved to adjourn this Selectboard meeting. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the meeting was adjourned at 8:40 PM.

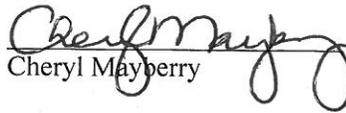
Respectfully submitted,  
Regina Borden, Recording Secretary



Steven Dalessio, Chair



Peggy L. Pschirrer



Cheryl Mayberry

(Note: These are unapproved Minutes. Corrections will be found in the Minutes of the May 9, 2019, Selectboard meeting.)

