

**TOWN OF WALPOLE  
MEETING OF THE SELECTBOARD  
APRIL 23, 2020**

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

**CALL TO ORDER:** Mrs. Pschirrer called this meeting of the Selectboard to order at 6:30 PM. She advised that the Selectboard members are in three separate locations. This meeting is being recorded remotely by FACT-TV. It is available for viewing on the internet and their Facebook page. Also attending this meeting is Mrs. Sarah Downing, Manager of Administration, in the Walpole Town Hall, and Ms. Regina Borden, Recording Secretary, by telephone at a separate location.

Mrs. Pschirrer advised there will be no public comments at this meeting. Comments are to be emailed to Mrs. Downing at the Walpole Town Hall. Mrs. Downing will display the agenda. That will be followed by documents as they are being discussed.

Mrs. Pschirrer listened to the Governor today for his daily report and he indicated that maybe sometime next week he will give us some information on potential openings or a relaxation of orders. Governor Sununu made it very clear that we should not expect a great deal. He reminded us all that we should be keeping our distance, wearing face masks while we are out in public and we should, in fact, stay home unless we need to be out.

**ACCOUNTS PAYABLE:**

Mr. Dalessio moved to accept the Accounts Payable Check Register in the total amount of \$117,778.92 for checks issued April 24, 2020. This includes a \$56,861.68 payment to John Deere Credit Inc. for the Highway Department loader. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**PAYROLL:**

Mr. Dalessio moved to accept the Payroll Check Register for the week ending April 18, 2020, in the amount of \$24,900.88 for checks dated April 24, 2020, and the electronic fund transfer for the 941 Employer Taxes in the amount of \$5,046.93. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

Mr. Dalessio moved to amend both motions for the Accounts Payable and Payroll to give Sarah Downing the authority to sign both the Accounts Payable and Payroll documents. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**SELECTBOARD MEETING MINUTES:**

**SELECTBOARD MINUTES – April 16, 2020:** Mr. Dalessio moved to accept the Minutes of the Selectboard meeting of April 16, 2020, as submitted. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the Minutes were approved.

**NON-PUBLIC SELECTBOARD SESSION – April 16, 2020:** Mr. Dalessio moved to accept the Minutes of the Non-Public Selectboard Session of April 16, 2020, as submitted. These Minutes will remain sealed. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the Minutes were approved.

**COMMITTEE REPORTS:**

The Selectboard acknowledged receipt of the following Committee reports:

- Library Trustees Meeting – November 12, 2019;
- Library Trustees Meeting – December 10, 2019;
- Library Trustees Meeting – January 14, 2020;
- Library Trustees Meeting – February 11, 2020;
- Library Trustees Meeting – April 15, 2020;
- Planning Board Meeting – March 10, 2020.

**PROPERTY TAX REFUNDS:**

**MAP and LOT #012-055-023:** Mr. Dalessio moved to grant the Property Tax Refund in the amount of \$20.38 for the overpayment of a 2019 Water Tax Lien for Map and Lot #012-055-023. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**MAP and LOT #003-013-003:** Mr. Dalessio moved to grant the Property Tax Refund in the amount of \$20.80 for the overpayment of 2019 property taxes for Map and Lot #003-013-003. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**MAP and LOT #003-012-008:** Mr. Dalessio moved to grant the Property Tax Refund in the amount of \$7.88 for the overpayment of 2019 property taxes for Map and Lot #003-012-008. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**MAP and LOT #008-105-000:** Mr. Dalessio moved to grant the Property Tax Refund in the amount of \$10.59 for the overpayment of 2019 property taxes for Map and Lot #008-105-000. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**MAP and LOT #019-063-000:** Mr. Dalessio moved to grant the Property Tax Refund in the amount of \$44.10 for the overpayment of 2018 property tax lien for Map and Lot #019-063-000. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**MAP and LOT #019-063-000:** Mr. Dalessio moved to grant the Property Tax Refund in the amount of \$34.73 for the overpayment of 2019 property tax lien for Map and Lot #019-063-000. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**TIMBER TAX WARRANT:**

**MAP and LOT #013-027-001:** Mr. Dalessio moved to accept the Warrant for the Timber Tax Certification of Yield Taxes Assessed in the amount of \$556.08 for Map and Lot #013-027-001. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**MAP and LOT #013-120-000:** Mr. Dalessio moved to accept the Warrant for the Timber Tax Certification of Yield Taxes Assessed in the amount of \$794.52 for Map and Lot #013-120-000. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**MAP and LOT #008-062-000:** Mr. Dalessio moved to accept the Warrant for the Timber Tax Certification of Yield Taxes Assessed in the amount of \$153.99 for Map and Lot #008-062-000. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**ORIGINAL WARRANT YIELD TAX LEVY:** Mr. Dalessio moved to accept the Original Warrant Yield Tax Levy for a combined total of \$1,504.59 for the Warrant document. Seconded by Mrs. Pschirrer. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

**OLD BUSINESS:**

**Broadband Update:** Mrs. Pschirrer reported that the Broadband Committee met last night via a ZOOM meeting with Mr. Rob Koester, CEO of Consolidated Communications, Inc. They agreed to a final contract after some adjustments had been made. The subscriber’s monthly fee will be \$7.30 for the life of that contract. This is a significant change. Mr. Rich Kreissle, Mrs. Pschirrer and a number of other people, have finished the Bond Bank application which has been sent out to the Broadband Committee members to review. The Selectboard will have that the first part of next week. We will be getting a taxable bond because they are working with a private company who will benefit from this project.

**Brownfields Project:** Mrs. Pschirrer advised they are almost ready to make another quarterly report to the Environmental Protection Agency (EPA). This week they received another document from Ransom Consulting with whom they are working with on this project; it is a Site-Specific Quality Assurance Plan (SSQAP) which is 453 pages long. After Mrs. Pschirrer finishes reading it, she will send it to Ransom and to EPA Area One for their review. We are still working on the project even though it is not obvious to townspeople at this time.

**Note:** Ms. Cheryl Mayberry entered the meeting. She apologized for being late but had to resolve a computer problem before having access to this meeting.

**ZBA Letter re: Jiffy Mart Signage:** Mrs. Pschirrer wanted the word “being” removed in the second paragraph of the letter to the ZBA.

Mr. Dalessio moved to accept the letter, with corrections noted, to the Zoning Board of Adjustment. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

Mrs. Pschirrer advised that the corrected version of the letter to the ZBA will be signed this week-end.

**Recreation Area Parking Lot: Lot Line Adjustment and Deed:** Mr. Dalessio questioned if they want to include the fact that the school can continue to use this parking lot as they do now. Mrs. Pschirrer could ask Attorney Hockensmith to do that but would prefer writing a letter to be registered with the deed. They are waiting to hear from Attorney Hockensmith to see if he found the survey. Mrs. Pschirrer will draft a letter that will indicate that the school has authority to use that area for parking. It will go with the deed. The letter will be ready for next week’s meeting.

**North Street Drainage Plans:** Mrs. Pschirrer advised that after they spoke with the landowner on North Street about putting in the dry well, the property owner forwarded the easement document to his attorney. This drainage plan is now on hold as they are waiting for feedback from Mr. Stevens’ attorney.

*Pending Further Actions:*

**North Walpole School Flashing Sign:** Mrs. Pschirrer, the Police Department and the Highway Department have decided to check that area for speeders when school resumes in the fall. They would move the Town's speed unit up there to record speeds if that is acceptable. Ms. Mayberry said the complaint was about speeding when kids are outside of school times. It should be left there on week-ends. Mrs. Pschirrer felt they could leave it there for a full seven days.

**Highway Road Paving List and Equipment List:** Ms. Mayberry has the Highway Road Paving List but is waiting for the Equipment List from Mr. Rau.

**NEW BUSINESS:**

**Budget Reduction Info by Department:** Mrs. Pschirrer pointed out that they have received this information from the Hooper Institute, Library, Police Department, Highway Department and Selectboard Office. They all had reasonable suggestions for how they might reduce their budget.

Library: Mrs. Fafara feels because they had not been in the Library building for some time, their savings would come from the utility line and maintenance line. Their people have continued to work on projects so they are being paid.

Police Department: This department had salary savings. An officer had surgery and will not be back to work until the end of May. Mrs. Pschirrer said Lt. Sanctuary has been looking at other suppliers who might give them better prices for radios. Mr. Dalessio noted that radios are a matter of safety. They should go ahead and order them. Currently they are responding to emergency calls and dealing with other calls and therefore are not patrolling on the roads as much.

Highway Department: They feel they are under budget about \$50,000. The bids they are receiving for the paving they anticipate doing this summer are lower than expected. The money for their new truck will probably have to be encumbered because it will probably not arrive until 2021.

Municipal Office: They feel they could eliminate some training, seminars and mileage. We may not be spending money for a staff dinner in the fall if we are still under restrictions.

Mr. Dalessio advised they are only looking at this in the event the Town's property taxes being paid are less than usual. Mrs. Pschirrer said we will have enough money to run the Town and do what needs to be done. She appreciates the department managers submitting these suggestions.

**Great River Hydro Letter:** Mrs. Downing reported there had been a couple of emergency incidents recently. Emergency responders are not calling the Connecticut River Control Center first. It could become very dangerous. This letter was a reminder to all emergency responders to do this first. She distributed that letter to them. Mr. Dalessio said we were copied on the letter but it was addressed to Fire Chief Crawford at the Town of Walpole when it should have gone to the Village of North Walpole. Mrs. Pschirrer pointed out that the Selectboard should communicate with Great River Hydro to give them the correct address for North Walpole. Mrs. Downing will take care of this.

**Audit Governance Form:** Mrs. Pschirrer advised that Mr. Kreissle filled the Audit Governance form out but the Selectboard will have to go into the office this weekend to sign it. This is done annually.

**Women of Walpole Donation to Town Hall:** The Women of Walpole (WOW) made a donation of a new food cart for the Town Hall. It will be used by all people who use the Town Hall kitchen. Mrs. Downing was asked to draft a thank you letter of appreciation. The Selectboard is very grateful for their great contribution.

**NH Tax Kiosk:** Mrs. Downing explained the existing Tax Kiosk lists the property location but not the owner's actual mailing address. It was suggested by Avitar Associates that if we wanted to allow that people could just find it and not have to call in. Mr. Dalessio is opposed as he would not want his address on it. Mrs. Pschirrer felt it is a privacy issue. Therefore, the Selectboard should not be making this decision. They should not provide all that information. Ms. Mayberry agrees with the privacy issue. Mrs. Downing confirmed it is all public information.

**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 was any discussion. There was none. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, motion was approved 7:05 PM. The regular Selectboard meeting resumed at 7:23 PM.

During the Hooper Trustees meeting Mrs. Pschirrer announced that the regular Selectboard and Hooper Trustees meetings were being recessed. The Hooper Trustees were entering into a Non-Public Session. FACT-TV ceased filming and left the meeting.

**NON-PUBLIC SELECTBOARD SESSION:**

Mr. Dalessio moved to enter into a Non-Public Selectboard Session pursuant to RSA 91-A:3 II to discuss (a) Personnel. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there was any discussion. There was none. On a roll call vote with Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

The regular Selectboard meeting resumed at 7:48 PM.

Mr. Dalessio moved that the Minutes of the Non-Public Selectboard Session of April 23, 2020, be sealed. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there was any discussion. There was none. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

**ADJOURNMENT:**

Ms. Mayberry moved to adjourn this Selectboard meeting. Seconded by Mr. Dalessio. Mrs. Pschirrer asked if there was any discussion. There was none. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the meeting adjourned at 7:49 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 April 30, 2020, Selectboard meeting.)