

**TOWN OF WALPOLE
MEETING OF THE SELECTBOARD
MAY 28, 2020**

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

CALL TO ORDER: Mrs. Pschirrer called this meeting of the Selectboard to order at 6:31 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. 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. All votes taken will be by a voice roll call vote.

ACCOUNTS PAYABLE:

Mr. Dalessio moved to accept the Accounts Payable Check Register in the total amount of \$50,846.64 for checks issued May 29, 2020. This includes a \$41,660.64 payment to the HealthTrust. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. 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 May 23, 2020, in the amount of \$25,601.08 for checks dated May 29, 2020, and the electronic fund transfer for the 941 Employer Taxes in the amount of \$5,092.41. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

SELECTBOARD MEETING MINUTES:

SELECTBOARD MINUTES – May 21, 2020: Mr. Dalessio moved to accept the Minutes of the Selectboard meeting of May 21, 2020, as submitted. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the Minutes were approved.

NON-PUBLIC SELECTBOARD SESSION – May 21, 2020: Mr. Dalessio moved to accept the Minutes of the Non-Public Selectboard Session of May 21, 2020, as submitted. These Minutes will remain sealed. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the Minutes were approved.

COMMITTEE REPORTS:

The Selectboard acknowledged receipt of the following Committee reports:

- North Walpole Village District Board of Commissioners Meeting – April 21, 2020;
- North Walpole Village District Board of Commissioners Meeting – May 19, 2020.

NOTICE OF INTENT TO EXCAVATE:

NHDOT RT. 12 PROJECT 14747: Mr. Dalessio moved to accept the Notice of Intent to Excavate for the NH Department of Transportation (DOT) for Project 14747 off NH Route 12. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.
Mrs. Pschirrer pointed out that this project is a continuation of work started last year.

BUILDING PERMIT:

Building Permit #2014-10 Renewal. Abenaki Springs Phase I & II Limited Partners, 17 Avery Lane, Map and Lot #012-013-004: Ms. Mayberry moved to grant Building Permit #2014-10 Renewal, for Abenaki Springs Phase I & II Limited Partners to “Construct multi-family housing as approved by the Planning Board on 11/13/12 and then modified on 10/15/15 for up to 67 multi-family units” at 17 Avery Lane, Map and Lot #012-013-004. Seconded by Mr. Dalessio.

Mr. Dalessio asked what was the expiration date of the building permit? When was the renewal supposed to be done? Mrs. Downing replied May 23, 2020. Mr. Dalessio noted it is based on the next Selectboard meeting.

Mrs. Pschirrer asked if there were any additional questions or comments. There were none. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

OLD BUSINESS:

J. Cassarino Resignation Letter: Mrs. Pschirrer acknowledged receipt of a letter of resignation from Mr. Justin Cassarino as the Walpole Recreation Director to be effective July 19, 2020. He held this position for six-and-a-half-years. Mr. Cassarino is moving to a new position as the Assistant Principal at the Walpole Elementary School.

Ms. Mayberry moved to accept the resignation letter from Mr. Justin Cassarino as the Walpole Recreation Director to be effective July 19, 2020. Seconded by Mr. Dalessio. Mrs. Pschirrer asked if there were any questions or comments. There were none. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

Mrs. Pschirrer advised that the Selectboard will be holding interviews for the position next week for his successor. We accept this resignation with regret. Mr. Cassarino expanded the activities and created year-round programs. They recognize how successful Mr. Cassarino was in this job.

NH DOT Letter re: Lighting on Arch Bridge: Mr. Dalessio asked if they should continue to fight this issue or just pay the State the \$3,750 it will cost the Town to install three lights on bridge. Ms. Mayberry asked if the lights would be Walpole property even though it is on the bridge that is owned by New Hampshire. Mr. Dalessio recommended they forward this to Representative Lucy Weber and Senator Jay Kahn and ask for their assistance. Senator Kahn is aware of this. It was his recommendation that we pick-up the cost of the electricity for the lights and we agreed to do that. Mrs. Pschirrer said now they expect us to pay for the installation and that might include taking care of those lights. Ms. Mayberry pointed out the State wants us to buy the lights so that they can install them when they are doing the bridge project. Mrs. Pschirrer added that the Town did not budget for this. Ms. Mayberry said a concern is they are lights on a State owned bridge. She has not yet seen the crosswalks painted. Vermont recently painted their crosswalks. Mrs. Pschirrer will write the letters to Representative Weber and Senator Kahn. Copies of the original letter the Town sent to the NH DOT and emails the Town has received from the NH DOT will be enclosed with the letters. She will circulate the letter before sending it out.

Pending Further Actions: The following Agenda items will remain on this pending list as there is no new information available at this time:

- Recreation Area Parking Lot: Lot Line Adjustment and Deed with Letter;
- Westmoreland-Walpole Boundary Survey;
- Town Deeded Properties;
- Houghton Brook Fish Ladder.

NEW BUSINESS:

Agreement Letter for Financial Audit: Mr. Dalessio moved to allow Mrs. Peggy Pschirrer, Chair of the Selectboard, to sign the agreement letter for the Financial Audit for the year 2019. It will not exceed \$16,500. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, motion was approved. Mrs. Pschirrer reported the auditors will begin next week. They will not be on site, but rather doing it by virtual format. Mr. Rich Kreissle expects to be spending a lot of time with them as he will be making copies, etc. to provide them with all the documentation needed for the audit.

NRCS Farm Bill Program Worksheet: Mrs. Pschirrer explained that one Selectboard member has to sign this NRCS Farm Bill Program Worksheet. It is on 4 acres that is part of the River Well lot by the Connecticut River. It is now farmed by the Gowdy family. Currently hay is being grown on the field. Mr. Dalessio said this Farm Bill Program keeps track of all the farm land and what they are doing with it. This is an organic farm. There is no money exchange.

Mr. Dalessio moved to authorize the Chair of the Selectboard, Peggy L. Pschirrer, to sign the New Hampshire NRCS Farm Bill Programs Worksheet. This is to farm four (4) acres of land on Map and Lot #012-003-000; Farm 1614 Tract 1157. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

Recreation Area Notice: Mrs. Pschirrer had reviewed the Governor’s Order – Stay at Home 2.0, Health and Fitness – and created the following notice to be “Effective June 1, 2020”.

Tennis and pickleball courts may be open under the following conditions:

1. Use of tennis courts is limited to small group or team-based training activities. No competition sporting events are allowed.
2. Group size is limited to 4 people or less on a court.
3. Individuals should stay at least 6 feet away from others at all times (unless individuals are close household contacts).
4. Multiple groups of 4 or less are allowed to play on multiple courts as long as the separate groups do not mix or interact in any way.

Other summer recreation activities:

- Summer basketball leagues are cancelled until further notice.
- The Whitcomb Rec Park’s public swimming pool is closed until further notice.

Mrs. Pschirrer mentioned that Mrs. Downing brought to her attention that basketball court use needs to be added. Mrs. Pschirrer reported the Governor will be discussing pending issues tomorrow. Ms. Mayberry feels it will be hard to enforce social distancing if the basketball courts are open. The Recreation Committee already discussed having basketball leagues. Mr. Cassarino’s suggestions were: Players would have to bring their own tennis/basketball balls and take what they bring. Wear a mask. They need to specify that the leagues are not happening but “no organized basketball games” or “something similar”

should be added so people know they just cannot show up and play. Mr. Dalessio agreed that “courts should be restricted to free throwing only and no organized basketball games”. Mrs. Pschirrer noted that they are thinking about adding “we are not supplying any equipment”. Mr. Dalessio added “the players are responsible for sanitizing their own equipment and benches”. There was a consensus of the Selectboard not to publish this revised notice until Monday, June 1st, 2020. Mrs. Downing will pass these changes by the Selectboard prior to posting. Mr. Cassarino will post these revised conditions/restrictions on the Walpole NH Recreation Facebook page.

Route 12: Mr. Dalessio mentioned the construction on Route 12. It is very dangerous by the junction of Route 12 to Route 12-A. He encourages everybody to drive slow as the road is also very narrow. He asked Lt. Justin Sanctuary to talk to the DOT about doing something different in that area.

Highway Department: Ms. Mayberry advised the Highway Department removed the pavement on Maple Street in North Walpole. E.E. Houghton worked there on a water line break today. The Commissioners said the Highway Department is doing a good job. She wanted to share that positive comment.

Next Selectboard Meeting – Thursday, June 4, 2020: Mrs. Pschirrer announced that next week the Selectboard will be interviewing candidates for the new Recreation Director’s position. Consequently the Selectboard Board meeting will not begin until 7:00 pm to give them adequate time to finish the interviews.

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. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the meeting was recess at 7:03 PM.

The regular Selectboard meeting resumed at 7:10 PM.

FACT-TV: Mrs. Pschirrer announced that this concludes the regular Selectboard and Hooper Trustees meetings. The Selectboard will be 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, (b) Hiring and (c) Reputations. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were 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 7:56 PM.

Mr. Dalessio moved that the Minutes of the Non-Public Selectboard Session of May 28, 2020, be sealed. Seconded by Ms. Mayberry. Mrs. Pschirrer asked if there were any questions or comments. There were none. With Mr. Dalessio, Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

ADJOURNMENT:

Mr. Dalessio moved to adjourn this Selectboard meeting. 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 meeting was adjourned at 7:58 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 June 4, 2020, Selectboard meeting.)