

**TOWN OF WALPOLE  
MEETING OF THE SELECTBOARD  
SEPTEMBER 9, 2021**

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

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

**ACCOUNTS PAYABLE:**

Mrs. Pschirrer moved to accept the Accounts Payable Check Register in the total amount of \$43,284.77 for checks issued September 10, 2021. This includes a payment in the amount of \$27,236.46 to the New Hampshire Retirement System. 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 04, 2021, in the amount of \$29,305.14 for checks dated September 10, 2021, and for the 941 Payroll Tax Transfer in the amount of \$5,765.52. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

**SELECTBOARD MEETING MINUTES:**

SELECTBOARD MINUTES – September 2, 2021: Mrs. Pschirrer moved to accept the Minutes of the Selectboard meeting of September 2, 2021, as submitted. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the Minutes were approved.

NON-PUBLIC SESSION SELECTBOARD MINUTES – September 2, 2021: Mrs. Pschirrer moved to accept the Minutes of the Non-Public Selectboard Session of September 2, 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 REPORTS:**

The Selectboard acknowledged receipt of the following Committee report:

- North Walpole Village District Board of Commissioners Meeting - August 31, 2021.

**OLD BUSINESS:**

**Community Power – Joint Powers Agreement:** Ms. Mayberry advised this was reviewed by the Attorney General. Therefore, the Selectboard did not feel it necessary to have the Town attorney review it as well.

Mrs. Pschirrer moved to authorize the Chair of the Selectboard, Cheryl Mayberry, to sign the Joint Powers Agreement. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

Mrs. Pschirrer moved to authorize the Chair of the Selectboard, Cheryl Mayberry, to sign the Memorandum for the Record to appoint Mr. Paul Looney as the member representative and director and Mr. Dennis Marcom as the alternate member representative and director to the Community Power Coalition of New Hampshire, until further notice. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

Mrs. Pschirrer reported that this committee has no money. They would like to put out a survey similar to one the Broadband Committee did. She asked if they could find \$1,000 for the committee to do a survey and communicate with the public. There was a consensus that it could be taken out of the Executive section of the budget.

Mrs. Pschirrer moved to approve \$1,000 for the Community Power Committee to be taken out of the Executive section of the budget; Training, Seminars and Mileage line. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

**Agreement and Deposit Receipts for Tax Deeded Property Sale:** Ms. Mayberry stated that they had they opened sealed bids and accepted bids last week. After the bidder makes their payment, the Selectboard will sign the quitclaim deed. The buyer pays the recording fee, and the office then files it on their behalf.

Map 9, Lot 24 – Located off Evans Road: Mr. Dalessio moved to approve the Agreement and Deposit Receipt for Map 9, Lot 24, located off Evans Road, Walpole, NH, and to authorize the Chair of the Selectboard, Cheryl Mayberry, to sign it. Seconded by Mrs. Pschirrer. With Mr. Dalessio, Mrs. Pschirrer and Ms. Mayberry in favor, the motion was approved.

Map 24, Lot 5 – Located at 24 Homestead Avenue: Mr. Dalessio moved to approve the Agreement and Deposit Receipt for Map 24, Lot 5, located at 24 Homestead Avenue, Walpole, NH, and to authorize the Chair of the Selectboard, Cheryl Mayberry, to sign it. Seconded by Mrs. Pschirrer. With Mr. Dalessio, Mrs. Pschirrer and Ms. Mayberry in favor, the motion was approved.

**Vilas Bridge Sewer Line Feasibility Study:** The Vilas Bridge Sewer Line Feasibility Study was received from Mr. Mark Houghton. Mr. Dalessio suggested they take time tomorrow during their 2022 Preliminary Budget Meeting to discuss all of the programs. It is about the process to hire an engineer/consultant and secure funding. These things take a lot of time and expertise. They will contact Municipal Resources. Mrs. Pschirrer would like to do a Payroll Study as well.

**Executive Counselor Warmington Letter:** The Selectboard acknowledged receipt of a letter from Executive Counselor Warmington. She is committed to helping us with the Vilas Bridge project.

**LED Streetlight Conversion Project:** Mr. Steve Grenier reported the LED Streetlight Conversion Project is still not finished as the installers are waiting for the new lower wattage lights to arrive.

**Pending Further Actions:**

**Mill Pond Dam Inspection, Vilas Bridge, Houghton Brook Bridge, Generators, Three Phase Power for Industrial Avenue and Bensonwood, Complete Streets re: Sidewalks:**

**Mill Road:** Mr. Dalessio reported that Mill Road was completed as of this afternoon. The Department of Environmental Services (DES) will look at it to confirm it meets their approval.

**Smaller Projects:** All the small projects such as wash-outs are being worked on. They are still waiting for a quote on the work that needs to be done on the bridge on North Road.

**Elm Street:** The work will begin again on Tuesday, September 14<sup>th</sup>.

**Complete Streets re: Sidewalks:** Mrs. Pschirrer had looked at this but cannot do it with all the other projects, etc. The deadline is approaching; there is not enough time to do it. Ms. Mayberry noted they

cannot even find an engineer to help them with the roads. It does not seem like the right time to pursue this. Mrs. Pschirrer will still ask for some funding in the 2022 Budget for sidewalk repairs.

**NEW BUSINESS:**

**Economic Revitalization Zone Renewal:** The Selectboard acknowledged receipt of a letter from the NH Department of Business and Economic Affairs that each economic revitalization zone shall be evaluated every 5 years to determine if it meets the criteria required in RSA 162-N-2. If an economic revitalization zone fails to meet the criteria in this RSA, its designation shall be removed. The four zones are:

- 1) Industrial Park Road Zone,
- 2) Meadows Along Main Commercial/Industrial Zone,
- 3) Whitcomb-Lane Construction Zone,
- 4) Walpole Downtown Commercial Zone.

Mrs. Downing noted that next week Mrs. Daigle will start to work on providing additional information requested as to the map and lot numbers and street addresses for property parcels in each zone.

**Wine-Beer License Endorsement Letter:** Mrs. Pschirrer moved to approve and sign the letter to the NH Liquor Commission advising that the Town of Walpole Selectboard voted to recommend that Steven or “CJ” Lederman and Eric Brandoloi be granted a restaurant beverage/beer & wine license. Both are members of Watkins Inn and Tavern LLC located at 166 Prospect Hill Road, Walpole, NH. Seconded by Mr. Dalessio. With Mrs. Pschirrer, Mr. Dalessio and Ms. Mayberry in favor, the motion was approved.

**Cemetery Deeds for Lots D566, D580 and D581:** Mr. Dalessio moved to approve and sign the Cemetery Deeds for Lots D566, D580 and D581. Seconded by Mrs. Pschirrer. With Mr. Dalessio, Mrs. Pschirrer and Ms. Mayberry in favor, the motion was approved.

**Notice for Public Hearings- Two Zoning Ordinance Amendments:** Ms. Mayberry acknowledged receipt of a Public Notice for two Zoning Ordinance Amendments and for updated sections of the Master Plan as submitted by Mrs. Marilou Blaine. Mrs. Pschirrer questioned why the Master Plan is being put on the 2022 Warrant in March when it had not been in the past. Mr. Dalessio replied that the Master Plan does not have to be on the warrant as it gets approved by the Planning Board. He will talk to Mr. Jeff Miller about this.

**Notice for Public Hearing – Unassigned Fund Balance:** Ms. Mayberry pointed out that the Selectboard need to schedule a Public Hearing for the Unassigned Fund Balance. She had talked to Mrs. Jamie Dow at the Department of Revenue Administration (DRA). A Public Hearing needs to be held to request use of \$500,000 of the Unassigned Fund Balance; after the Public Hearing is closed, the Selectboard vote on it. There was a consensus to schedule the Public Hearing on Thursday, September 23<sup>rd</sup>, 2021, at 6:00 PM. The purpose is to request use of \$500,000 from the Unassigned Fund Balance funds for mitigation of the flood damage to the Town’s highways and roadways on July 29 and 30, 2021. Ms. Mayberry felt the Selectboard should proof-read the notice prior to it being posted and advertised.

**NON-PUBLIC SELECTBOARD SESSION:**


Mrs. Pschirrer moved to enter into a Non-Public Selectboard Session pursuant to RSA 91-A:3 II to discuss (c) Reputations and (d) Acquisition, Sale or Lease of Real or Personal Property. 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, motion was approved at 7:06 PM.

The regular Selectboard meeting resumed at 7:14 PM.

**ADJOURNMENT:**

Mr. Dalessio moved to adjourn this Selectboard meeting. Seconded by Mrs. Pschirrer. Ms. Mayberry asked if there was any discussion. There was none. With Mr. Dalessio, Mrs. Pschirrer and Ms. Mayberry in favor, the meeting adjourned at 7:15 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 September 16, 2021, Selectboard meeting.)