

**TOWN OF WALPOLE
MEETING OF THE SELECTBOARD
JULY 21, 2022**

Selectboard Present: Peggy L. Pschirrer (Vice-Chair); Cheryl Mayberry; (Absent: Steven Dalessio)

CALL TO ORDER: Mrs. Pschirrer called this Selectboard meeting to order at 6:30 PM in the Walpole Town Hall and via Zoom. This meeting was being recorded.

Mrs. Pschirrer called for a voice roll call of the Selectboard present: Cheryl Mayberry and Peggy Pschirrer were present. Peggy Pschirrer agreed to lead the meeting. Mr. Dalessio may attend later via Zoom. He was not present at this time. Also present was Sarah Downing, Manager of Administration, and Regina Borden, Recording Secretary. There was one member of the public in attendance: Jan Galloway-Leclerc, Chair of the Zoning Board of Adjustment.

NON-PUBLIC SELECTBOARD SESSION #1:

Ms. Mayberry moved to enter into Non-Public Selectboard Session #1 pursuant to RSA 91-A:3 II to discuss (a) Personnel, (b) Hiring and (c) Reputations. Seconded by Mrs. Pschirrer. With Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

The regular Selectboard meeting reconvened at 7:32 PM. *Mr. Dalessio came into this meeting via Zoom.*

Ms. Mayberry moved that the Minutes of the Non-Public Selectboard Session #1 of July 21, 2022, will be sealed. Seconded by Mrs. Pschirrer. With Ms. Mayberry and Mrs. Pschirrer in favor, the motion was approved.

ACCOUNTS PAYABLE:

Ms. Mayberry moved to accept the Accounts Payable Check Register in the total amount of \$648,282.80 for checks issued July 22, 2022. This includes a monthly payment in the amount of \$529,226.92 to the Fall Mountain Regional School District. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

PAYROLL:

Ms. Mayberry moved to accept the Payroll Check Register for the week ending July 16, 2022, in the amount of \$32,035.11 dated July 22, 2022, and for the 941 Payroll Tax Transfer in the amount of \$6,504.30. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

SELECTBOARD MEETING MINUTES:

SELECTBOARD MEETING – July 14, 2022 Ms. Mayberry moved to accept the Minutes of the Selectboard meeting of July 14, 2022, as submitted. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the Minutes were approved.

NON-PUBLIC SELECTBOARD SESSION – July 14, 2022: Ms. Mayberry moved to accept the Minutes of the Non-Public Selectboard Session of July 14, 2022, as submitted. These Minutes will remain sealed. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the Minutes were approved.

COMMITTEE REPORTS:

The Selectboard acknowledged receipt of the following Committee reports:

- Zoning Board of Adjustment Meeting – June 15, 2022;
- Conservation Commission Meeting – July 11, 2022;
- Planning Board Meeting – July 12, 2022;
- North Walpole Village District Board of Commissioners Meeting – July 12, 2022.

VETERANS' TAX CREDIT:

MAP and LOT #028-132-000: Ms. Mayberry moved to approve the Veterans' Tax Credit for the owner(s) of Map and Lot #028-132-000. A new form was required due to the property owner name change. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

ELDERLY TAX EXEMPTION:

MAP and LOT #028-132-000: Ms. Mayberry moved to approve this Elderly Tax Exemption for the owner(s) of Map and Lot #028-132-000. A new form was required due to the property owner name change. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

BUILDING PERMIT:

Permit #2022-32, MAP and LOT #010-034-000: Ms. Mayberry moved to grant Building Permit No. 2022-32 for the owner(s) of Map and Lot #010-034-000 to construct a "20' x 36' Equipment Shed". Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

OLD BUSINESS:

Purchase Order Policy: Mrs. Pschirrer asked if Ms. Mayberry and Mr. Dalessio had a chance to review the Purchase Order Policy. Ms. Mayberry did not like the following section: "Any invoice that cannot be matched up with a purchase order will not be paid and subject to any late charges imposed by the vendor. These charges will be posted against individual department budgets". Ms. Mayberry feels it is up to Mr. Kreissle to do a follow-through. She understands there might be rare instances where they got a billing that was wrong. This takes the burden off him. It is pretty much understood that you have to pay things on time and if you pay a late charge, it will come out of your budget. She objects to the way it is put in there. They can call the company to talk about the late charge. He needs to work with them to get it resolved as quickly as possible. This does not need to be in there. Mr. Dalessio felt it should say: "It is the Finance Manager's responsibility to ensure that all invoices are paid in a timely manner to avoid late charges". Ms. Mayberry feels there should be no hold-up as long as the bill is legitimate.

Ms. Mayberry moved to accept the Purchase Order Policy as amended. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

Bureau of Trails Special Use Permit: Mrs. Pschirrer reported this Special Use Permit Package for the Rail Trail requires a signature by the Selectboard chair.

Ms. Mayberry moved to approve and sign the Brush Hog Special Use Permit Package. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

Knorr Rental of Sanding/Plow Truck: Mrs. Pschirrer advised that Knorr Soups would like to use one of our trucks. Mr. Dalessio has questioned if we should allow the use of a vehicle. Their proposal is to wrap one of the trucks for filming. Mr. Mike Rau has suggested they be charged \$1,000/day for their use.

They would like it for two days. There was discussion relative to the rental fee based on the salt and for the period of time the truck is out of service for the Town. They want to do it in the winter. Mrs. Pschirrer felt they need to go back to Mr. Rau and ask him to re-check what the costs are; gas, use of the truck, salt, etc. Mr. Dalessio pointed out that they will need a contract. Mrs. Pschirrer added “liability insurance”. They will talk to Mr. Rau about this tomorrow.

Selectboard Office Rug: Mrs. Downing advised that the office rug they originally wanted is no longer available. Some samples were obtained from another vendor. One is similar to what they had chosen before; blue graphite. She is waiting for a new quote.

Pending Further Actions:

Generators, Houghton Brook Bridge, Parking Ordinance, Three Phase Power for Industrial Park Drive and Bensonwood, Reservoir Dam, Letter of Understanding for 2021 Audit with Vachon Clukay and Company PC:

Infrastructure: Mrs. Pschirrer did start to do the research on infrastructure. She went through their easement binder that is kept in the Selectboard Office. It did not include any information about the Reservoir Dam.

School Street: Mr. Dalessio reported they had a meeting with Fuss & O’Neill and the Department of Environmental Services (DES) in order to come up with a true understanding to the problem. They will have a technical meeting to discuss all the details.

NEW BUSINESS:

Cemetery Deed for Lot E883: Ms. Mayberry moved to approve the Cemetery Deed for Lot E883. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

Recreation Department Revolving Fund Request: Ms. Mayberry moved to approve the Walpole Recreation Revolving Fund Request to purchase Summer League basketball jerseys for their players in the amount of \$1,796.65. The money for these jerseys will be put back into the Revolving Fund by their local company sponsors: Chroma Technology, Bowman Dental, and Cold River Materials. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

Congregational Church Request for Dumpster on the Common: Mrs. Pschirrer reported that the Congregational Church is going to be repairing the church steeple. They asked that the Selectboard allow them to put the dumpster on the edge of the Common, opposite the church. Mrs. Downing mentioned the trees by the Church are coming down tomorrow. Various options were discussed. The dumpster could go on the street as long as it does not block handicapped parking spaces. Mrs. Pschirrer felt they should ask Mr. Dale Woodward how long the dumpster would be there, how long is it, etc. The Selectboard has concerns about having it on the Common. They would like more information prior to making a decision.

Town Hall Parking Spaces: Several employees have requested that the parking spaces in front of the Town Hall be widened. Mr. Rau explained that one space would need to be removed and the additional spaces split among the parking slots. It is something the Highway Department could fix. Some staff are having difficulties getting in and out of their vehicles due to the lack of buffer space plus there is the

worry of dents and dings from doors hitting their vehicles. The Selectboard did not have a problem with removing one parking space.

Elderly Tax Exemption 2023 Warrant Article: A request was received from Mrs. Downing to put forth an increase to the Elderly Property Tax Exemption for the 2023 Town Warrant. With cost-of-living increases that are offset by Medicare Part B payments, actual gross income is not increasing for elderly applicants. She is proposing the following increases:

- For income, single at \$30,000 and married at \$45,000 (This is a \$5,000 increase from the current rates)
- For asset income limit to increase to \$85,000 for both a single and married person. Currently both levels are at \$75,000.

Mr. Dalessio recommended Mrs. Downing hold this until they are ready to do the Warrant Articles for the next Annual Town Meeting.

RECESS SELECTBOARD MEETING:

Ms. Mayberry moved to recess this Selectboard meeting. The Selectboard will enter into a meeting as the Hooper Trustees. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved at 8:10 PM.

The regular Selectboard meeting reconvened at 8:21 PM.

NON-PUBLIC SELECTBOARD SESSION #2:

Ms. Mayberry moved to enter into Non-Public Selectboard Session #2 pursuant to RSA 91-A:3 II to discuss (c) Reputations. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

The regular Selectboard meeting reconvened at 8:58 PM.

Ms. Mayberry moved that the Minutes of the Non-Public Selectboard Session #2 of July 21, 2022, will be sealed. Seconded by Mr. Dalessio. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the motion was approved.

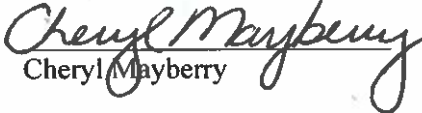
ADJOURNMENT:

Ms. Mayberry moved to adjourn this meeting of the Selectboard. Seconded by Mr. Dalessio. Mrs. Pschirrer asked if there was any additional discussion. There was none. With Ms. Mayberry, Mr. Dalessio and Mrs. Pschirrer in favor, the meeting was adjourned at 8:59 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 July 28, 2022, Selectboard meeting.)