

**TOWN OF WALPOLE
MEETING OF THE SELECTBOARD
JULY 28, 2022**

Selectboard Present: Steven Dalessio (Chair); Peggy L. Pschirrer; Cheryl Mayberry (via Zoom)

CALL TO ORDER: Mr. Dalessio called this Selectboard meeting to order at 6:31 PM in the Walpole Town Hall and via Zoom. This meeting was being recorded.

Mr. Dalessio called for a voice roll call of the Selectboard present: Peggy Pschirrer was present; Cheryl Mayberry was at her home via Zoom as she was not feeling well; and Steven Dalessio, Chair, was present. Also present was Sarah Downing, Manager of Administration, and Regina Borden, Recording Secretary, via Zoom. There was one member of the public in attendance: Ben Daviss.

NEW BUSINESS:

Tai Chi Classes in Town Hall: Mr. Ben Daviss advised that the Tai Chi class is appreciative for being able to use the Town Hall. They would like to expand to a second class if that is permissible. Currently there is no cost for the Town Hall to be used. Mr. Dalessio explained that for about one-and-a-half hours it costs about \$38.00 for Mr. Nash to do the cleaning at the end of the class. Mr. Daviss noted they usually use the Town Hall for about two hours. They do not use any equipment, mats or bring food/drink into the building. They want to contribute so hope they can agree on an amount. Ms. Mayberry mentioned they are not using anything but the floor should be cleaned; she feels it is fine.

Ms. Mayberry moved to allow the Tai Chi classes to use the Town Hall one day a week for two hours unless there is a change in restrictions. Mr. Dalessio does not have a problem as long as the impact is minimal. This will have to be done on a class-by-class basis. He would agree to no fee but the Town would accept donations. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

PAYROLL:

Mrs. Pschirrer moved to accept the Payroll Check Register for the week ending July 23, 2022, in the amount of \$33,498.95 dated July 29, 2022, and for the 941 Payroll Tax Transfer in the amount of \$7,076.14. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

ACCOUNTS PAYABLE:

Mrs. Pschirrer reported there is no Accounts Payable Check Register this week because the finance manager is on vacation.

SELECTBOARD MEETING MINUTES:

SELECTBOARD MEETING – July 21, 2022: Mrs. Pschirrer moved to accept the Minutes of the Selectboard meeting of July 21, 2022, as submitted. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the Minutes were approved.

NON-PUBLIC SELECTBOARD SESSION #1 – July 21, 2022: Mrs. Pschirrer moved to accept the Minutes of the Non-Public Selectboard Session #1 of July 21, 2022, as submitted. These Minutes will remain sealed. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the Minutes were approved.

NON-PUBLIC SELECTBOARD SESSION #2 – July 21, 2022: Mrs. Pschirrer moved to accept the Minutes of the Non-Public Selectboard Session #2 of July 21, 2022, as submitted. These Minutes will remain sealed. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the Minutes were approved.

COMMITTEE REPORTS:

The Selectboard acknowledged receipt of the following Committee reports:

- Trustees of Trust Funds – July 19, 2022;
- North Walpole Village District Board of Commissioners Meeting – July 19, 2022;
- Zoning Board of Adjustment Meeting – July 20, 2022.

WARRANTS:

Walpole Water Fees: Mrs. Pschirrer moved to accept the Warrant For The Collection of Walpole Water Fees in the amount of \$48,510.35. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

Walpole Sewer Fees: Mrs. Pschirrer moved to accept the Warrant For The Collection of Walpole Sewer Fees in the amount of \$83,066.04. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

North Walpole Sewer Fees: Mrs. Pschirrer moved to accept the Warrant For The Collection of North Walpole Sewer Fees in the amount of \$64,936.56. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

Mr. Dalessio pointed out that sometime in August they will have to have a Utilities Meeting to go over the rates, etc.

REFUNDS:

MAP and LOT #009-008-000: Mrs. Pschirrer moved to approve the Property Tax Refund in the amount of \$12.59 for the owner(s) of Map and Lot #009-008-000. This is due to an overpayment of property taxes. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

ELDERLY TAX EXEMPTION: Mrs. Pschirrer moved to approve the following two Elderly Tax Exemptions. This review is part of the 2022 revaluation process:

- Map and Lot #020-044-000;
- Map and Lot #010-043-001.

Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

OLD BUSINESS:

Purchase Order Policy: The Selectboard approved this Purchase Order Policy with one revision last week. The Selectboard signed the policy at this meeting.

H & H Study on Mad Brook Revised Proposal: Mr. Dalessio reported that they have a purchase order to Fuss & O'Neill to do the hydrological study on the Mad Brook Bridge project. FEMA was here yesterday and looked at the two bridges (High Street and Old North Main Street). The Town will apply for FEMA and mitigation funding for the repair or replacement of the bridges.

Mrs. Pschirrer moved to approve the purchase order for the engineering study on Mad Brook for \$23,300. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

H &H Study on Mountain Brook Revised Proposal: Mrs. Pschirrer moved to approve the purchase order for the hydrologic and hydraulic modeling for the Cold River Road culvert engineering study on Mountain Brook of \$13,900. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

NHDOT 10-Year Plan Letter: Ms. Mayberry had written the NH Department of Transportation 10-Year Plan letter to the Southwest Regional Planning Commission regarding the NH 2025-2034 Ten Year Plan, Transportation Improvement Projects. She thanked them for their support.

Mrs. Pschirrer moved to approve the letter to the Southwest Regional Planning Commission regarding the 2025-2034 Ten Year Plan. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

Liberty Utilities Tree Trimming of Common Trees: Mr. Dalessio reported that Liberty Utilities is ready to start trimming trees on the west side of the Common. They checked with Mr. Hartmann who suggested they move forward with the pruning. If Asplundh Tree Service significantly reduces his scope of work, it would mean a lower final invoice to the Town from him.

Carpeting Quotes for Selectboard Office. Mrs. Pschirrer advised that they are waiting for another quote from Monadock Flooring without a pad.

Mrs. Pschirrer moved to approve the LaValley Building Supply contract in the amount of \$4,854.39 for new carpeting for the Selectboard Offices. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

Cupola Painting Quote: Mrs. Pschirrer moved to approve the Cupola painting quote for it to be scraped, sanded, primed, caulking as required and painted for the amount of \$17,670.00 and they will authorize a payment of 50% of the total amount as a deposit to start the work. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

Ms. Mayberry was still questioning 1 coat of primer and 1 coat of paint; how long will it last? Mrs. Pschirrer felt they could ask how much it would cost to put two coats on. She does not want to have it done again next year.

Congregational Church Request for Dumpster on the Common: Blanc and Bailey Construction advised the dumpster holds 15 yards which is 8' x 15'. Mrs. Pschirrer felt church members were urged by quite a few people to again request putting a dumpster on the Common. Why can't they put it in the street? Ms. Mayberry saw that their lawn is a back-up plan. Mr. Dalessio mentioned the Concerts on the Green are all summer long. Mrs. Pschirrer would suggest they put the dumpster on the street but not covering the handicapped parking spaces. Mr. Hartmann cautioned against compacting soil near the healthy tree that is across from the church.

Knorr Rental of Sanding/Dump Truck: Since the last meeting there have been concerns with how long the Town truck will be out of service for weather clean-up duties for the filming (wrapping/unwrapping) process. The Selectboard talked about options such as a big truck from a private company. Mr. Rau could recommend that Knorr contact local contractors.

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. Mr. Dalessio reported there are no new updates at this meeting.

NEW BUSINESS:

Cemetery Deed for Lot D405: Mrs. Pschirrer moved to approve the Cemetery Deed for Lot D405. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

License to Sell Pistols & Revolvers: Mr. Dalessio advised that they are in receipt of a NH License to Sell Pistols and Revolvers for the owner of Map and Lot #003-054-000. This is a three year renewal license. Mrs. Pschirrer moved to approve this NH License to Sell Pistols and Revolvers for the owner of Map and Lot #003-054-000 for three years. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

Failure to Complete Audit Notice: A letter was received from the Department of Revenue Administration (DRA) advising that if the SB 239 is not completed by its due date, the Town would be subject to a fine of up to \$250 per day for each day of noncompliance. Mrs. Pschirrer advised that the documents were received from the auditor and are in the office. This will be discussed with Mr. Kreissle next week.

Multi-Town Group Purchase of Oil and Propane: At the last 5-Town Meeting, Charlestown expressed an interest in the option to seek a multi-town group purchase of fuel and propane. Mr. Dalessio and Mrs. Pschirrer were not in favor of a group buying but they wanted to show some respect for the process. He would not object if each town could place their own requirements in one company. Ms. Mayberry would be okay with independent purchasing but a collaborative arrangement. The next 5-Town Meeting is scheduled for Friday, August 5th, 2022, in Alstead.

Employee Appreciation Meal: Mrs. Downing would like to begin the process for an Employee Appreciation Meal. Two ideas were: 1) A sandwich/soup/salad meal; and 2) Pizza and salad meal. There was a consensus to have it on a Tuesday after Labor Day weekend.

NON-PUBLIC SELECTBOARD SESSION:

Mrs. Pschirrer moved to enter into a Non-Public Selectboard Session pursuant to RSA 91-A:3 II to discuss (b) Hiring, (c) Reputations, and (d) Acquisition, Sale or Lease of Real or Personal Property. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved at 7:10 PM.


The regular meeting reconvened at 7:31 PM.

Mrs. Pschirrer moved that the Minutes of the Non-Public Selectboard Session of July 28, 2022, will be sealed. Seconded by Ms. Mayberry. With Mrs. Pschirrer, Ms. Mayberry and Mr. Dalessio in favor, the motion was approved.

ADJOURNMENT: Ms. Mayberry moved to adjourn this Selectboard meeting. Seconded by Mrs. Pschirrer. Mr. Dalessio asked if there was any additional discussion. There was none. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the meeting was adjourned at 7:32 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 August 4, 2022, Selectboard meeting.)