

**TOWN OF WALPOLE
MEETING OF THE SELECTBOARD
JANUARY 19, 2023**

Selectboard Present: Steven Dalessio, Chair; Peggy Pschirrer and Cheryl Mayberry.

CALL TO ORDER: Mr. Dalessio called this meeting of the Selectboard to order at 6:30 PM in the Walpole Town Hall. There was one member of the public present, Mr. Ray Boas.

PUBLIC HEARING: Pursuant to RSA 31:95-b, the Selectboard will hold a public hearing to receive public comment regarding the acceptance and expenditure of unanticipated revenues from the special one-time bridge payment from the NH Department of Transportation (DOT) in the amount of \$100,849.86. Ms. Mayberry asked what the is requirement for the expenditure of these monies? Mr. Dalessio confirmed that the monies would be used for the Houghton Brook Bridge Project. Mrs. Pschirrer moved that the Selectboard accept the one time bridge payment from the NH Department of Transportation in the amount of \$100,849.86. Ms. Mayberry seconded. With Mrs. Pschirrer, Ms. Mayberry, and Mr. Dalessio in favor, the motion was approved. Mr. Dalessio closed the public hearing for the one time bridge payment at 6:32 PM. The regular Selectboard Meeting followed, beginning with new business.

PROCUREMENT POLICY: When the Selectboard reviewed the draft warrant articles last week, Mr. Boas had some concerns with some of the monetary articles and how the figures were developed. Mr. Boas confirmed that the Purchase Order Policy of 2022 and Purchasing Directive, updated in 2012 were emailed to him as requested. Mr. Boas recounted his work history with the Navy in procurement which is why he is interested in how tax dollars are spent. Regarding the Recycling warrant article, Mr. Boas thought this would be a perfect project for a Request for Proposal (RFP) since it appears the type of storage area has not been decided upon. The Selectboard confirmed that the Police Department vehicle and associated equipment numbers were based on a State contract. Mr. Boas was comfortable with this situation since tax payers are getting the right price and service. For the Middle Street paving project, Mr. Boas thought this should involve a competitive bid process. Mr. Boas asked if the 6-wheel truck purchase was a State contract? Mr. Boas wondered if we are buying equipment that is larger than needed. Mr. Boas requested to view the purchasing file for the trailer used to move the sidewalk snowmachine. He thought that an RFP should have been used. Mr. Boas has reviewed what was involved with a competitive purchasing process. He visited the NHMA website for information regarding the guidelines for a purchasing policy and reported his findings. Mr. Boas was worried that the Town was not saving taxpayers' dollars by not using an RFP process. Mr. Boas was willing to work with the Finance Manager to create a sample procedure. Mr. Dalessio stated that the Selectboard would take some of Mr. Boas' ideas under advisement. The Selectboard currently requests 2-3 bids for warrant article purchases from department managers. It is not a formal bid process. For Warrant Article #8 for storage at the Recycling Center, quotes were obtained. The Town may need to wait another year for the article to be included in the warrant. Mr. Boas was not against the creation of storage at the Recycling Center. The Middle Street project had quotes provided but not through a formal process per Mr. Dalessio. The Houghton Brook Bridge rebuilding project will include an RFP. Mr. Dalessio said it would be at the Finance Manager's discretion if assistance was needed with creating the policy.

WALPOLE 2022 LANDFILL CLOSURE REPORT: Mrs. Pschirrer asked if there were any recommendations regarding the closure report. Mr. Dalessio said there were none. Ms. Mayberry moved for the Chair to sign the 2022 Landfill Closure Report. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

ACCOUNTS PAYABLE: ACCOUNTS PAYABLE:

Ms. Mayberry moved to accept the Accounts Payable Check Register in the total amount of \$1,016,607.03 for checks issued January 20, 2023. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved. This includes a \$700,531.13 monthly payment to the Fall Mountain Regional School District and a \$223,610 payment to the North Walpole Village District for their portion of tax monies collected.

Mr. Boas departed the meeting at 6:50 PM.

PAYROLL:

Ms. Mayberry moved to accept the Payroll Check Register for the week ending January 14, 2023, in the amount of \$30,549.76 dated January 20, 2023, and for the 941 Payroll Tax Transfer in the amount of \$5,765.88. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

SELECTBOARD MEETING MINUTES:

SELECTBOARD MEETING – January 11, 2023: Ms. Mayberry moved to accept the Minutes of the Selectboard meeting of January 11, 2023, as submitted. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the Minutes were approved.

SELECTBOARD NON-PUBLIC SESSION – January 11, 2023: Ms. Mayberry moved to accept the Minutes of the Selectboard Non-Public Session of January 11, 2023, as submitted. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the Minutes were approved. The minutes are to remain sealed.

COMMITTEE REPORTS:

Ms. Mayberry moved to acknowledge the following board/committee/commission meeting minutes:

- Conservation Commission Meeting – January 9, 2023;
- Library Trustees Meeting – January 10, 2023;
- Planning Board Meeting – January 10, 2023

The chair so recognized.

PROPERTY TAX REFUND:

Ms. Mayberry moved to approve the property tax refund for map and lot# 008-087-000 for \$4,408.00 due to a double payment. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

TIMBER INTENTS:

Ms. Mayberry moved to approve the timber intents for map and lot# 012-068-000 for a property off of Old Drewsville Road and map and lot# 008-062-000 for a section of the Hooper Golf Property. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved.

BUILDING PERMITS:

The application for map and lot# 007-021-000 was tabled. Additional information was required regarding the building's dimensions in relation to square footage. An additional sketch with an elevation view of the garage is needed.

OLD BUSINESS:

Pending Further Actions: Generators, School and Old North Main Bridges/Culverts, School Street Drainage Project, Phase 3 Power for Industrial Drive and Bensonwood, Houghton Brook Bridge

Streetlights on Kilburn, Spruce and Old North Main Streets: Mr. Dalessio said that he is working with Liberty Utilities in regard to installing light shields. He is trying to find the right contact person.

2023 Draft Warrant Articles: There were no changes to articles 1-2. For article three, the Planning Board did not recommend the article. The numbers are to be changed with 1 yes and 6 no to match the text in the warrant. Article 4 for the 2023 Town budget, it needs the updated numbers from Mr. Kreissle per Ms. Mayberry. For article 12, the \$150,000 will be reduced to \$115,000 per Mr. Dalessio. The text was discussed and finalized by the Selectboard for article 12 regarding the Middle Street project.

Walpole Community Power: Paul Looney has volunteered to be the contact for media and public relations for Walpole Community Power per Mr. Dalessio and Mrs. Pschirrer.

HOOPER TRUSTEES MEETING:

Ms. Mayberry moved to enter into a Hooper Trustees Meeting. Seconded by Mrs. Pschirrer. With Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved at 7:05 PM.

The Selectboard Meeting resumed at 7:13 PM.

NON-PUBLIC SELECTBOARD SESSION:

Ms. Mayberry moved to enter into a Non-Public Selectboard Session pursuant to RSA 91-A:3 II to discuss (a) Personnel at 7:13 PM. Seconded by Mrs. Pschirrer. Ms. Mayberry, Mrs. Pschirrer and Mr. Dalessio in favor, the motion was approved. These minutes are to remain sealed.

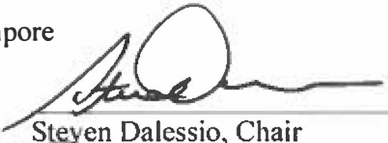
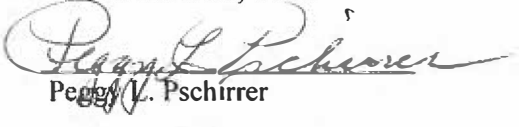

The regular Selectboard meeting reconvened at 7:45 PM.

The Selectboard discussed the need for a purchasing procedure for grant applications. Separate procedures for federal and town funds may be required.

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 7:47 PM.

Respectfully submitted,
Sarah Downing, Recording Secretary Pro Tempore


Steven Dalessio, Chair

Peggy V. Pschirrer

Cheryl Mayberry

(Note: These are unapproved Minutes. Corrections will be found in the Minutes of the January 26, 2023, Selectboard meeting.)