



**Office of the Board of Selectmen**  
**145 Main Street, Plaistow, NH 03865**  
**Tel: 603-382-5200, Ext. 266 (Fax 603-382-7183)**

**Meeting Notice and Agenda**  
**Date: Monday, April 15, 2024, at 6:00 p.m.**  
**Location: Plaistow Town Hall, 145 Main Street**

**AGENDA:**

**Jay DeRoche**  
Chairman

**Bill Coye**  
Vice-Chair

**Jonathan Gifford**  
Selectman

**Tammy Bergeron**  
Selectwoman

**Liz Kosta**  
Selectwoman

**Greg Colby**  
Town Manager

**Beth Hossack**  
Administrative  
Specialist

- 1) Meeting Called to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Public Comment
- 5) Agenda Items:
  - A) – Arbor Day Contest Winners
  - B) – Review BOS Guidelines/Procedures
  - C) – Review First Quarter Finances
  - D) – Review Solar Energy – Public Works Garage
- 6) Approve Consent Agenda
- 7) Review Action Items
- 8) Town Mangers Report/Potable Water Update
- 9) Selectmen's Reports/Sharing of Successes
- 10) Events
- 11) Other Business
- 12) The Board of Selectmen may enter into 1 or more nonpublic sessions for a permitted discussion as provided in RSA 91-A:3, II (A) Public Employee; (B) Hiring; (C) Reputation; (D) Property Transactions; (E) Pending or Threatened Litigation; (I) Emergency Functions; (J) Confidential Information in Adjudicative Proceedings; (L) Consideration of Legal Advice as permitted by law.
- 13) Adjournment

**Notes**

- 1) The meeting will be televised on Cable TV channel 16. You may live stream the meeting at: [Vimeo.com/Plaistow](https://vimeo.com/Plaistow) or [Facebook.com/PlaistowAccess](https://facebook.com/PlaistowAccess).
- 2) Agenda items may be added and/or changed during the meeting.
- 3) Town Hall and the Annex are minimally staffed and closed on Friday's. You may want to call before you come in to make sure someone is available to help you. Please call 603-382-5200 ext. 266 for general questions.

*The Town of Plaistow complies with the Americans with Disabilities Act regulations.  
Please call (603) 382-5200 during regular business hours  
if you have questions regarding accessibility in attending this meeting.*

**CONSENT AGENDA ITEMS – BOARD OF SELECTMEN**

**Meeting of April 15, 2024**

**Item Description**

- 1. Accounts Payable Manifest week of April 11<sup>th</sup> and April 18<sup>th</sup>, 2024.
- 2. BOS Draft Minutes of April 1<sup>st</sup>, 2024.
- 3. One (1) Yield Tax Levy Warrant (timber cut)
- 4. Four (4) 2023 Abatement Request Applications
- 5. Four (4) Veterans’ Tax Credit Applications
- 6. One (1) Disabled Tax Exemption Application

**Please initial once you have read/reviewed the above items. Thank you.**

\_\_\_\_\_ Select Chair Jay DeRoche  
\_\_\_\_\_ Select Vice Chair Bill Coye  
\_\_\_\_\_ Selectman Jon Gifford  
\_\_\_\_\_ Selectwoman Tammy Bergeron  
\_\_\_\_\_ Selectwoman Liz Kosta

**TOWN OF PLAISTOW**  
Office of Selectmen  
145 Main Street  
Plaistow, New Hampshire 03865

Telephone (603) 382-5200      Fax (603) 382-7183

**BOARD OF SELECTMEN GUIDELINES & PROCEDURES**

Approved and adopted by the Board of Selectmen April 15, 2019

The Plaistow Board of Selectmen hereby adopts these operational guidelines and procedures pertaining to the functions of the Board and the conduct of its members.

**I. General Information**

The Board of Selectmen consists of five equal members who shall operate by majority vote to serve as the governing body of the Town, manage the prudential affairs of the Town, and to perform the duties prescribed by law in accordance with the Right-to-Know Law (RSA 91-A).

Individual Selectmen have no authority to make decisions on behalf of the Town or to take any action as a Town Official except upon majority vote of the Board or as otherwise allowed by law. This does not prohibit Selectmen from acting as an ordinary citizen of the Town by expressing personal viewpoints and opinions on municipal matters to the extent that such information is based on encounters and observations derived outside of the privileged purview of a Selectman.

The Board of Selectmen derives its authority from NH State Law as specifically set forth in the Revised Statutes Annotated and as further established under common law (court decisions). A general rule of thumb is the Board of Selectmen does not have the final authority to act on any particular issue unless there is a specific law granting such authority or when Town Meeting has lawfully delegated such authority to the Selectmen.

**II. Organization**

The Board shall by majority elect from its membership a Chair who shall preside over all Board meetings and have duties outlined below.

The Board shall by consensus select from its membership (or appoint designees, as appropriate the following primary liaisons:

- Planning Board ex-officio
- Safety (Joint Loss Management) Committee/HAZMAT

9. The Vice-Chair shall have all the duties and responsibilities of the Chair in the event of a vacancy, absence, or disqualification.

These guidelines are not intended to prevent other Selectmen from attending ceremonial events or expressing their personal opinions so long as they make clear they are speaking on behalf of themselves and not the Board.

## **B. Members**

All members of the Board of Selectmen shall have the following responsibilities:

1. Members shall make every effort to attend each scheduled meeting;
2. Members shall make every effort to read the packet information and come prepared to discuss agenda items;
3. Members shall make no decisions on behalf of the Town or take any action as a Town Official except upon majority vote of the Board or as allowed by law;
4. Members shall follow commonly accepted rules of courtesy, including using a civil tone and language, only one person speaking at a time, and waiting to be acknowledged by the Chair before speaking.
5. Members shall vote upon a clearly stated motion and a second whenever the Board members wish to go on record as having made a decision on behalf of the town. (In some instances, the Board may wish to convey its opinion or consent by a simple consensus process).
6. Members shall, when so instructed or upon a formal vote of the Board, convey the instructions and vote to others as the official position of the Board.
7. Members shall act in all matters as a body and shall not individually seek to influence the official acts of the Town Manager or other officials or to interfere in any way with the performance of such officials of their duties.

## **C. Partial List of Board of Selectmen's Duties & Responsibilities**

This is meant to be a general overview of the Board of Selectmen's duties. Major duties from statute:

1. Act as Agents to Expend Capital Reserve Funds (RSA 35:15).
2. Cemetery Sexton
3. Adopt Welfare (Public Assistance) guidelines (RSA 165:1).
4. Appoint an Emergency Management Director (RSA 21-P:39).
5. Appoint Election Inspectors (RSA 658).
6. Make Appointments to Town boards and committees and fill all vacancies that should occur unless otherwise outlined by statute or vote of the Town (RSA 669:75).
7. Appraise Taxable Property, Issue Abatements, & Approve Exemptions (RSA 72, 74-76).
8. Approve Appointments of Deputy Town Clerk, Deputy Tax Collector, and Deputy Treasurer (RSA 41:29-a, 45-c).
9. Approve Budget Line-Item Transfers (RSA 31:20).

7. To establish or amend fees for licenses, permits and usage of town facilities to defray expenses of any existing regulatory program (RSA 41:9-a and ATM 1990 Article 11).

8. To sell used or surplus town department equipment (ATM 1989 Article 15).

9. To be the "Franchising authority" with the authority to grant franchises for the installation and operation of Cable Television Systems within the geographical limits of the town, establish fees and impose conditions, and to exercise all other authorities granted by (RAS 53-C and ATM 1988 Article 18).

The Board of Selectmen has no direct authority over the personnel or operations of the Fire Department (RSA 154:2) or Library (RSA 202-A:6), however, the Board retains jurisdiction over the finances, respective budgets, and any other subject matters required by law.

#### **D. Board of Selectmen Meetings**

The Board of Selectmen shall always meet and conduct business in accordance with the Right-to-Know Law (RSA 91-A). In general, the requirements laid out in the Right-to-Know Law will not be spelled out in these guidelines.

The Board will from time to time agree by consensus to a meeting schedule, subject to adjustments for appointments or other events.

Notice of all meetings of the Board shall be posted as least 24 hours in advance of the meeting (except in cases of emergency as outlined in statute) on the Town's website and in the Town Office lobby. While there is no legal requirement to post an agenda with notice of a meeting, a reasonable effort will be made to provide an agenda for topics to be discussed at meetings. Board members should submit agenda topics to the Town Manager for placement on the agenda.

The public has a right to attend Board of Selectmen meetings, except under certain exemptions for non-public sessions as outlined in statute. Members of the public at meetings wishing to speak can only do so if recognized by the Chair and the Chair may place limits on the timing of public comment, along with the length of time. Two to three minutes per speaker is considered appropriate. Public input should be directed to the Board as a whole, not to individual Board members. Content of input should be limited to current agenda items. Members of the public who would like to address the Board regarding an issue not on the agenda should make an appointment with the Town Manager to be on the agenda for a future meeting. Such appointments are subject to the approval of majority vote of Chair, Vice-Chair, and Town Manager and must be made by 12:00pm the Thursday before any given meeting.

Board members shall follow commonly accepted rules of courtesy, including using a civil tone and language, only one person speaking at a time, and waiting to be acknowledged by the Chair before speaking. Each subject discussed will be clearly announced.

Votes should be taken by the Board upon a clearly stated motion and a second whenever the Board members wish to go on record as having made a decision on behalf of the Town. If there

Updated by the Board of Selectmen on April 11, 2022

\_\_\_\_\_,  
Jay DeRoche, Chair

\_\_\_\_\_  
Bill Coye, Vice Chair

\_\_\_\_\_  
John A. Blinn, Sr., Selectman

\_\_\_\_\_  
Darrell Britton Selectman

\_\_\_\_\_  
Jonathan Gifford, Selectman

TOWN OF PLAISTOW  
BUDGET OPERATING SUMMARY  
March 2024

Department	2024 Town Meeting Appropriation	2024 Total YTD Expenditure	YTD Expenditure Under/(Over) Budget Variance	25.00% YTD - % Expended	% of Total Budget
Executive	273,828	78,774	195,054	28.77%	2.155%
Town Clerk & Election	175,197	40,642	134,555	23.20%	1.379%
Financial Administration	321,131	85,511	235,620	26.63%	2.527%
Legal	80,000	24,181	55,819	30.23%	0.630%
Personnel	2,455,286	398,666	2,056,620	16.24%	19.323%
Planning & Zoning	114,779	17,650	97,129	15.38%	0.903%
General Government Bldgs.	401,225	157,183	244,042	39.18%	3.158%
Cemeteries	10,500	2,717	7,783	25.88%	0.083%
Insurance	195,577	195,824	(247)	100.13%	1.539%
Advertising/Associations	25,500	16,316	9,184	63.98%	0.201%
Cable Studio	36,100	6,744	29,356	18.68%	0.284%
Conflict of Interest	250	0	250	0.00%	0.002%
Other General Government	290,000	51,860	238,140	17.88%	2.282%
Police & Dispatch	2,703,057	514,429	2,188,628	19.03%	21.273%
Fire	1,534,503	296,470	1,238,033	19.32%	12.077%
Building insp/Code Enforcement	185,850	33,305	152,545	17.92%	1.463%
Emergency Management	37,225	5,299	31,926	14.24%	0.293%
Highway Administration	335,864	87,610	248,254	26.08%	2.643%
Highways & Streets	704,500	192,437	512,063	27.32%	5.544%
Street Lighting	95,000	14,241	80,759	14.99%	0.748%
Solid Waste Collection	1,014,958	161,331	853,627	15.90%	7.988%
Solid Waste Cleanup	38,500	0	38,500	0.00%	0.303%
Health Department	99,178	11,959	87,219	12.06%	0.781%
Human Services	46,887	13,500	33,387	28.79%	0.369%
Welfare	38,910	5,693	33,217	14.63%	0.306%
Recreation	216,190	12,559	203,631	5.81%	1.701%
Library	670,525	323,935	346,590	48.31%	5.277%
Patriotic	600	0	600	0.00%	0.005%
Cultural	40,000	39	39,961	0.10%	0.315%
Conservation Commission	8,425	450	7,975	5.34%	0.066%
Debt Service	312,500	122,164	190,336	39.09%	2.459%
Debt Service-Interest	244,329	0	244,329	0.00%	1.923%
Total	12,706,374	2,871,489	9,834,885	22.60%	100.000%
Water Department	520,014	39,084	480,930	7.52%	

Warrant Article 2024-02     \$    12,570,807  
Warrant Article 2024-04     \$        135,567

\$12,706,374

# ACTION ITEMS

Item #	Date	Description	Responsible	Status	Start Date	Due Date
1	4/1/2024	Junior Selectman - High School Senior	Tammy/Liz		4/15/2024	
2	4/1/2024	Transportation Program			4/15/2024	
8	4/1/2024	FD Roof - Public Safety Complex - Working with TM	Jay	In-Progress	4/15/2024	TBD
3	4/1/2024	ARPA Funds - detailed report of what was expended so far and what the balance remaining is	TM		4/29/2024	
4	4/1/2024	Encouraging Volunteerism			4/29/2024	
5	4/1/2024	Memorial Day - work with Beth to plan event			5/1/2024	
6	4/1/2024	TM Review - Start Review Process - Email board with Review Template	Jay		5/1/2024	
7	4/1/2024	Summer Schedule	Jay		5/13/2024	
9	4/1/2024	Ribbon Cutting - Mt. Misery Trails & Thank you to Margo Collins - easement for trails at PARC	Jon/Bill		6/3/2024	
10	4/1/2024	Quartlery Review - Ambulance(Calls/Transports/Billing), Budget, Water Dept(Revenue/Expenditure)	TM		6/3/2024	
11	4/1/2024	TM Review - BOS Finalize Review Non-Public Discussion	BOS		6/17/2024	
12	4/1/2024	ARPA Funds - Determine best use of remaining funds. TM manager to gather list from Dept Heads for discussion with BOS.	BOS		6/17/2024	



13	4/1/2024	Non-Public Minute Review to Unseal Previous Minutes				
14	4/1/2024	9/11 Ceremony - Planning and Organizing with Beth an FD/PD			7/1/2024	
15	4/1/2024	Quartlery Review - Ambulance(Calls/Transports/Billing), Budget, Water Dept(Revenue/Expenditure)	TM		8/1/2024	
16	4/1/2024	Invite a School Board Member to a few BOS meetings	Jay		9/1/2024	
17	4/1/2024	Veterans Day Ceremony - planning and organizing			9/1/2024	
18	4/1/2024	Quartlery Review - Ambulance(Calls/Transports/Billing), Budget, Water Dept(Revenue/Expenditure)	TM		10/1/2024	
					12/1/2024	



*Town of Plaistow ♦ Board of Selectmen*  
*145 Main Street ♦ Plaistow ♦ NH ♦ 03865*

**Plaistow Board of Selectmen Minutes**

**Date:** March 20, 2024

**Meeting Called to Order:** 6:00 P.M.

**Roll Call:**

Select Chairman, Jay DeRoche – Present  
Select Vice Chairman, Bill Coye – Present  
Selectman, Jonathan Gifford – Present  
Selectwoman, Tammy Bergeron – Present  
Selectwoman Liz Kosta - Present

Also present: Town Manager Greg Colby and Administrative Specialist, Beth Hossack.

**Public Comment**

None.

**Board Presentation**

Mr. Darrell Britton is invited to the podium.  
Select Chair DeRoche says thank you for all your years of service to the Town. Some of the work Mr. Brittan has done include:  
Three (3) terms as a Recreation Commission Member  
Three (3) terms as a Planning Board Member  
Four (4) terms as a Selectman  
He was also a Building Inspector years ago. All his hard work and dedication is much appreciated.

Selectman Coye states it was a pleasure working with him. When Selectman Coye started on the board Mr. Britton returned for another term. Selectman Coye states there was a lot going on. Mr. Britton agrees, and he gives a special thank you to Mr. John Blinn, too.  
Mr. Britton is presented with a rocking chair. He thanks everyone and appreciates the gift.  
Applause fills the room.

**Fire Department Expend from Equipment Capital Reserve Account (heart monitor)**

Chief Knutsen states the first full month of providing ambulance service is complete. Sixty (60) patients have been transported in one month. The response time is between four and one-half (4 ½) to five (5) minutes. When we had an outside ambulance service the response time was a minimum of thirteen (13) minutes. Approximately 78-80% of our calls require paramedics. We have also had

eighteen (18) occasions when we had two (2) calls at the same time. We currently have two (2) heart monitors. Heart monitors provide data on heart rhythm, pulse, oxygen and CO2 levels. These are important for providing the correct patient care. If one heart monitor goes down we do not have a backup. Chief Knutsen states that is the reason he is here tonight. He would like to purchase a refurbished Zoll Heart Monitor for \$26,279 using funds from the Fire Department Equipment Capital Reserve Account. Since the monitor is refurbished it is less expensive than a new one saving the Town about \$15,000. It also comes with a 3-year worry-free service plan. Selectwoman Bergeron asks what amount is in the fund? Town Manager G. Colby replies, \$30,000 was just passed at Town meeting.

*Selectman Coye motions to authorize the Fire Chief to purchase a refurbished Zoll Heart Monitor for \$26,279 by withdrawing funds from the Fire Department Equipment Capital Reserve fund. The monitor comes with a 3-year worry-free service plan and is highly recommended by Chief Knutsen. Seconded by Selectman Gifford.*

*Discussion: Selectman Gifford asks if one monitor was down last year for a while.*

*Chief Knutsen replies, yes, and it took a long time to get parts to repair it.*

*Selectwoman Kosta states she was at Pinnacle Physical Therapy recently and an ambulance was called. She states the response time was less than five (5) minutes and the paramedics were respectful, and compassionate. They used a heart monitor and did a great job for the patient.*

*Chief Knutsen agrees the paramedics we have are the best.*

*Select Chair DeRoche calls for a vote on the motion.*

*Vote: 5-0-0*

*Motion carries.*

#### **Intersection of Westville & Main Street – Traffic Change**

Town Manager G. Colby states the target date to start the traffic pattern change on the intersection of Westville Road and Main Street was April 2. That date has been pushed out to April 9 due to the lousy weather prediction for this week. Town Manager G. Colby along with Highway Supervisor D. Garlington and two selectmen met with some State Department of Transportation employees following the fatal accident last year at this intersection. The State is willing to help address the concerns. D. Garlington states barrels will be placed in a few different places to slow down traffic and reduce the driving lanes. This will be temporary to allow a study of how traffic may be improved. The intent is to find out if changing the intersection will make a difference. It is a very busy intersection. He plans to spend part of each day watching the intersection and collecting data. The study is anticipated to last for two (2) weeks.

Select Chair DeRoche asks if signage will be used.

Highway Supervisor D. Garlington replies, yes. A sign will be near Freedom Tire and another near Whiton Place. Once we have collected the data we will work with the State for a more permanent plan. An engineering study will need to be done. The Highway Supervisor will provide an update at a future Board meeting.

#### **Review Winter – Dan Garlington**

Highway Supervisor D. Garlington states winter is not going away.

Selectman Coye asks for a brief update of winter supplies, plowing concerns etc. to date.

Highway Supervisor D. Garlington states about 65% of the snow plowing budget has already been spent and not all of the invoices from the last storm are included in that figure. We have also spent about 80% of the salt & sand budget although we do have a lot left in the salt shed. He states we are

in better shape than last year. If we have a mild November and December we should be all set. The number of storms alone does not matter as much as the duration, timing, and winds that come with the storms. This season we had four (4) major long lasting rain and wind events.

**Dragon Mosquito Control**

Select Chair DeRoche states Dragon Mosquito Control has been spraying yearly for many years. The public notice is posted in Town Hall and on the website. He reads the notice for the record.

The Mosquito Control program begins the week of April 8, 2024 in the Town of Plaistow. Crews from Dragon Mosquito Control, Inc. will be checking swamps, marshes, woodland pools, ditches, catch basins, storm drains and other shallow, stagnant water for mosquito larvae. When mosquito larvae are found, treatment may occur using one or more of the following insecticides:

- VectoBac (*Bacillus thuringiensis israelensis* 2.8%)
- VectoBac 12 AS (*Bacillus thuringiensis israelensis* 11.61%)
- Natular (Spinosad 2.5%)
- BVA 2 Mosquito Larvicide Oil (mineral oil 97.0%)
- SunSpray MLO (mineral oil 98.8%)

There is no schedule at this time to conduct emergency spraying for disease carrying mosquitoes. The determination to spray adult mosquitoes at town and school owned property is based on mosquito surveillance data, disease test results and weather conditions upon concurrence with town officials. The State Lab in Concord tests mosquitoes for Eastern Equine Encephalitis (EEE), Jamestown Canyon Virus and West Nile Virus. Further communication will be given if emergency spraying is going to take place.

Residents who do not want mosquito treatment to occur in wetlands on their property may use Dragon’s No-Spray Registry at [www.dragonmosquito.com/no-spray-registry](http://www.dragonmosquito.com/no-spray-registry) or you may write to Dragon Mosquito Control, PO Box 46, Stratham, NH 03885. Be sure to include your name, physical address, phone number, house color and acreage. Call 603-734-4144 or email [Help@DragonMosquito.com](mailto:Help@DragonMosquito.com) for more information on spray dates, locations, material used, precautions or other concerns.

**Select Representatives to Boards/Committees/Commissions**

The Board has decided upon the following representations for 2024.

- Budget Committee – Primary = J. DeRoche, Alternate = L. Kosta
- Capital Improvement Program (2) – Primary = J. DeRoche & B. Coye, Alternate = L. Kosta
- Conservation Commission – Primary = T. Bergeron, Alternate = L. Kosta
- Highway Safety – Primary = J. Gifford, Alternate = B. Coye
- Energy Committee – Primary = J. Gifford, Alternate = L. Kosta
- Planning Board – Primary = B. Coye, Alternate = J. DeRoche
- Recreation Commission – Primary = J. Gifford, Alternate = B. Coye
- Elder Affairs – Primary = L. Kosta, Alternate J. DeRoche
- REDC – Primary = T. Moore, Alternate = J. DeRoche
- Town Report Committee (2) – Primary = B. Coye & J. Gifford, Alternate = T. Bergeron
- Old Home Day Committee – Primary = J. Gifford, Alternate = B. Coye
- Historical Society – Primary = T. Bergeron, Alternate = J. Gifford

Hazmat – Primary = J. Gifford, Alternate – T. Bergeron

**Liquidation of Radar Trailer** (add on item)

Chair DeRoche states per the letter from Chief Santoro, he would like to dispose of the obsolete radar trailer. It is a 2001 Kustom Radar trailer which is beyond repair and has no residual value. A new trailer has been ordered and should arrive at the end of the month.

*Selectman Gifford motions to approve the disposal of the 2001 Kustom Radar Trailer recommended by Chief Santoro via letter. Seconded by Selectwoman Bergeron.*  
*Discussion: The trailer is over twenty (20) years old and parts for it are no longer available.*

*Vote: 5-0-0*  
*Motion carries.*

**Develop BOS Goals**

Chair DeRoche would like to come up with a list of goals to work on this year. The goals can be aligned with Town Manager goals. Some of the ideas mentioned are:

- Monthly department expenditures.
- Encouraging volunteerism.
- Address roof issues at the Fire Station.
- Consider moving the ambulance service to an enterprise fund and removing it from the budget.
- Review what ARPA funds have been used and what is still available to spend.
- Increase Communication and Transparency.
- Consider having a High School Senior be a Junior Selectman.

**Approval of Prior Nonpublic Session Minutes**

The nonpublic session minutes from March 18, 2024 are reviewed.

*Selectwoman Bergeron motions to approve the nonpublic session minutes of March 18, 2024. Seconded by Selectwoman Kosta.*  
*Vote: 5-0-0*  
*Motion carries.*

**Consent Agenda**

Item Description

1. Accounts Payable Manifest week of March 28<sup>th</sup> and April 4<sup>th</sup>, 2024.
2. BOS Draft Minutes of March 18<sup>th</sup>, and March 20<sup>th</sup>, 2024.
3. Seven (7) 2023 Abatement Recommendations.
4. Five (5) Secondhand Dealer/Pawnbroker License Renewals.
5. One (1) Disabled Tax Exemption.
6. One (1) Surviving Spouse Veteran Tax Credit Application.

*Selectwoman Bergeron motions to approve the consent agenda as written. Seconded by Selectman Gifford.*  
*Vote: 5-0-0*  
*Motion carries.*

### **Action Item List**

This will be a work in progress. Some initial ideas include:

- Memorial Day Event Planning.
- Mt. Misery Trail System – Grand Opening/Ribbon Cutting.
- Review Process for the Town Manager
- Find a Junior Selectman.
- Transportation – work on a plan.
- Volunteerism – work on a plan.

### **Town Managers Report/Potable Water Update**

- Held a department head meeting recently.
- Met with the new Planning Board Chair.
- Met with the newest Board of Selectmen Member
- Working on the financial analysis for the first quarter of 2024.
- Working on a lot of Federal reporting. Example Asset Forfeiture.
- Working on a report for NH Retirement.
- Working with the Police and Fire Chiefs on a Congressional Direct Spending Grant Application.
- Some more water connections are starting up.
- ARPA Reporting is due soon.
- The leach field at the Public Safety Complex is complete.
- Working on an extension for the PFAS Grant and another grant is in the works.

Selectman Coye asks how the grant for the fire truck is coming.

Town Manager G. Colby replies it is with the Governor's Council and will be finalized soon.

Selectman Gifford asks when the trash contract is up and when we should begin looking at issuing an RFP.

Town Manager G. Colby replies the trash contract ends in 2026. Towards the end of this year the Board should get an RFP out. It takes vendors a long time to order trucks if necessary.

### **Selectmen's Reports**

Selectman Gifford – nothing to report this week.

Selectwoman Kosta – Attended the Toddler Easter Egg Hunt.

Selectwoman Bergeron – nothing to report this week.

Selectman Coye

- Attended the Planning Board reorganization meeting. The Chair is Richard Anthony, and the Vice Chair is Karen Robinson. The two (2) alternates are Tom Alberti and Dan Kane.
- Assisted with baseball registration. Opening Day will be the first Saturday in May.



Select Chair DeRoche

- Attended the Easter Egg Hunt on the Town Green on Saturday. The eggs were all collected in two (2) minutes.

He mentions a special person will turn 90 on April 9<sup>th</sup>. That person is Norm Major. If you see him wish him a Happy Birthday.

#### Events

1. It is not too late to sign up for the virtual Local Officials Workshop on Wednesday, April 3 from 9 a.m. – 4 p.m. If you want Beth to sign you up let her know and provide an email address for the Zoom link.
2. NHMA is holding a 91-A (Right to Know) workshop here at Town Hall on Wednesday, April 10 from 1:30 – 4:30 p.m. All employees and board/committee/commission members are strongly encouraged to attend. BOS – please let Beth know if you will be attending. We need a head count for the workshop.
3. Town wide cleanup day – Saturday, April 20, meet at the gazebo between 8:30 – 11:00 a.m. to collect specially marked garbage bags. Leave filled bags curbside and our Highway Dept. will collect them.
4. Several activities for School vacation week have been planned. Please check the Recreation page or call Jenn for more information.
5. There will be a Household Hazardous Waste drop off day on Saturday, April 27 at the Public Works Garage from 900 a.m. to noon. Items to bring can be found on the website and flyers are in Town Hall.
6. There will be a rabies clinic at the Public Safety Complex on April 6 from 9:00 a.m. - 1:00 p.m.

As there is no further business before the Board, Chair DeRoche adjourned the meeting at 7:23 P.M.

Respectfully submitted,

Beth Hossack,  
Administrative Specialist

Selectman's Representatives to Committees, Boards and Commissions 2024				
Committee	Representative	Second Rep.	Alternate	Meeting Schedule
Bud Com	Jay DeRoche		Liz Kosta	Tuesdays @ 6:30pm as scheduled (budget season)
CIP (2 Reps)	Jay DeRoche	Bill Coye	Liz Kosta	Usually on Thursdays @ 6:30pm as needed
Con Com	Tammy Bergeron		Liz Kosta	1st Thursday @ 7:00pm, or as needed
Highway Safety	Jon Gifford		Bill Coye	as needed TBD (day time hours)
Energy	Jon Gifford		Liz Kosta	1st Wednesday @ 5:00pm
Planning	Bill Coye		Jay DeRoche	1st & 3rd Wednesdays @ 6:30pm
Recreation	Jon Gifford		Bill Coye	2nd Wednesday @ 6:30pm @ Town Hall Annex
Elder Affairs	Liz Kosta		Jay DeRoche	3rd Tuesday @ 1:00pm @ Annex
REDC	Tim Moore		Jay DeRoche	quarterly TBD (Regional Economic Development Center)
Town Report (2 Reps)	Bill Coye	Jon Gifford	Tammy Bergeron	1 or 2 meetings in Oct. or Nov. on Mondays @ 5:00pm
Old Home Day	Jon Gifford		Bill Coye	3rd Tuesday @ 5:00pm, or as scheduled
Historical Society	Tammy Bergeron		Jon Gifford	3rd Tuesday @ 6:30pm @ Historical Museum
HAZMAT	Jon Gifford		Tammy Bergeron	generally once a year (Fire Chief attends)