

Town of Canterbury
Selectmen's Meeting
November 15, 2021

Selectmen Present: Cheryl Gordon
Art Hudson
Bob Steenson
Town Administrator: Ken Folsom

The meeting was called to order at 4:59 PM.

Administrative

Bob made a motion to sign the accounts payable manifest in the amount of \$40,570.29. Cheryl seconded the motion. All in favor by roll call, motion carried.

Art made a motion to sign the Payroll Manifest in the amount of \$335,368.85. Cheryl seconded the motion. All in favor by roll call, motion carried.

The Board signed:

Intent to cut: Tax Map 215 Lots 4, 6 & 7 = Borough Road
Tax Map 208 Lot 6 & Tax Map 205 Lot 2 – Bean Hill Road
Yield tax Levy: Tax Map 236 Lot 17 off Intervale Road
Equalized Certificate
Letter to Historical Society approving the proposed sign for the site of the Worsted Church

The Selectmen reviewed a request to purchase 13 Friar Tuck Road. The Board approved the request. Bob made a motion to execute the sale of 13 Friar Tuck Road for the amount of \$2,500 to the abutting owner (15 Friar Tuck Road) with the conditions that the lots are merged. Jan will draft the deed.

Minutes

The Board reviewed the minutes of the November 1, 2021 meeting. Cheryl made a motion to approve the minutes as amended. Art seconded the motion. All in favor by roll call, motion carried.

Appointments

Town Clerk/Tax Collector Sam Papps

Sam distributed the delinquent tax report. Sam reported that the "authorized personnel signs" have been received and put up at the Sam Lake House. Bob suggested that something similar be put up at the Municipal Building.

The Board thanked Sam.

Road Agent John O'Connor

John reported that all the paving projects had been completed, and they are preparing for the winter weather. The Backhoe is at Beauregard's to replace the brakes.

Art asked if the Highway schedule has returned to 5 eight hour days. John stated that yes, beginning this week.

John discussed a possible warrant article for a welder and plasma cutter and another for a slide-in water tank.

A brief discussion was held on a possible warrant for updating the Transfer Station. Bob suggested that they look at all the components and maybe not do all at once.

The Board thanked John for attending.

Police Chief Mike Labrecque

Mike distributed the Department's monthly statistics. Officer Aaron Smith will be back the first full week of December. One of the new cruisers is being lettered, and he is expecting that both cruisers will be up and running in the middle of December.

Mike updated the Board on a few property thefts that had occurred.

A brief discussion was held on wages and benefits offered by surrounding towns.

The Board thanked Mike for attending.

Fire Chief Mike Gamache

Mike distributed the Department's monthly statistics. Mike updated the Selectmen on an incident on Robin Shore Drive.

The Department welcomed one new member and accepted a resignation due to a new job and home.

All members are taking COVID precautions on all medical calls.

One member will be in paramedic school, two EMT school members, and four in firefighter school in 2022.

The 2019 AFG grant is in process. Mike has applied for the FY 2022 Volunteer Fire Assistance Grant (AFG), a 50/50 match, FY2021 AFG for radio replacement – a 5% match, and the FY 2021 AFG for E-3 replacement estimated cost is \$650,000.

The Board thanked Mike for attending.

Library Director Rachel Baker

Rachel explained that Sue's retirement party went well. The circulation desk will hang Sue's portrait, and the adult wing of the building will be dedicated to Sue.

In-person programming continues to be popular, with the virtual format still being available. Rachel has submitted her proposed 2022 budget. Bob questioned the health insurance and retirement budget

lines. Rachel explained that the Trustees had authorized New Hampshire Retirement for her and family health insurance plans for both her and the new in-service Librarian.

Rachel discussed painting the outside of the Library. The Board explained that Chief Labrecque arranged to have the Merrimack County Corrections for labor and only had to pay for materials. The Board suggested that Ken contact Chief Labrecque to see how to do the same for the Library.

Rachel reported that Devine would be replacing the flooring in the Library. Bob explained that if the funds are to be encumbered, a purchase order will need to be submitted.

Rachel explained that round 2 of the ARPA grant would be announced on December 1, 2021.

The Board thanked Rachel for attending.

Ken reported that he had received correspondence from Concord Area Crime line looking for a representative from Canterbury to be on the Board. Bob suggested that they put the notice out to the townspeople looking for volunteers.

A discussion was held on sending letters to the property owners operating a campground with notification that, per the ordinance, the campground should be closed on November 15.

The Board received a copy of correspondence from DOT to Rolling Ridges LLC on Ames Road, notifying them that no permits have been issued for the logging operation or a state driveway permit. Assessor Mandy Irving will send a letter to the property owner.

Ken updated the Selectmen on the CES sign. Ken has not heard from Mike Tursi about funding half of the project. Ken will reach out to Mike.

Ken explained that last year per the Conservation Commission, a check was made out to 5 Rivers Trust from the LUCT for an easement on Glines property and another check for the same project this year. Neither check has been cashed and is now stale dated. Ken will have Mary reverse the entries and explain that checks will be made at the time of the transaction in the future.

The Board discussed the proposed tax rate. Bob made a motion to approve the 2021 tax rate at \$20.51, with \$150,000 coming from the unreserved fund balance to offset the rate. Cheryl seconded the motion. All in favor by roll call, motion carried.

A brief discussion was held on increasing the hours of the Tax Collectors/Town Clerks office. Ken will further discuss this with Sam.

The Board will be holding a budget work session on Thursday, November 18, 2021, at 9:00 at the Sam Lake House.

Cheryl made a motion to adjourn the meeting at 7:43 PM.
Art seconded the motion. All in favor by roll call, motion carried.

The next scheduled meeting will be December 6, 2021, at 5:00 PM at the Meetinghouse.

Respectfully submitted,

Jan Stout

Administrative Assistant

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