

Town of Canterbury, NH
Board of Selectmen
Date: 2023 August 21
Location: Meeting House

Selectmen:

Cheryl Gordon (Chair), Kent Ruesswick, Scott Doherty

Town Administrator:

Ken Folsom

Department Heads:

Sam Papps (Town Clerk/Tax Collector), Michael Labrecque (Police), John O'Connor (Highway),
Michael Gamache (Fire), Rachel Baker (Library)

Others Present:

Edgar Rivera (Libertad Press NE) (arrived 5:45 p.m.)

Joanna Michno and Donald Pare (for Section 3)

Mark Cochran, Melissa Cochran, John Michno, Kathie Mitchell, Sonya Pare, Jonas Sanborn

1. Call to Order

- a. The meeting was called to order at 5:01 p.m.

2. Department Heads

a. Sam Papps (Town Clerk/Tax Collector)

- i. Sam distributed the All Unpaid Receivables Listed by Warrant 8/21/2023. He sent out reminder notices to the listed property owners last week.
- ii. Timber Tax Lien for Tax Map 234 Lot 13
 - 1. This property is in the All Unpaid Receivables Listed by Warrant document under Warrants 2023P01 and 2023T02.
 - 2. Logging was done on this property. There is debate about where the property line is; three possible lines found. Unsure if logging crossed property line and went into Town property. A formal survey would solve this issue.
 - 3. If the Town were to put a lien on this property, less interest would be accrued than leaving it as a Timber Tax. But putting a lien would provide a firm record of this being an issue.
 - 4. Ken Folsom is going to get a few proposals for surveying the property.
- iii. Sam will be attending a conference in October.

b. Michael Gamache (Fire)

- i. Chief Gamache distributed Canterbury Fire Department Selectmen's Report July 17 - August 21.
- ii. The department has had 205 calls so far in 2023. They responded to the drowning on 8/25, a structure fire in Loudon, and had to use the jaws of life for an accident on I93.
- iii. There are currently 27 people on the roster and 16 of those are in training.
- iv. No updates on the grants that have been applied for.
- v. The lock was put on the Riverland's gate. (See Selectmen's Minutes 07-17-2023 Section 2.b.x.)

c. Michael Crockwell (Police)

- i. Chief Labrecque could not attend, so Lieutenant Crockwell presented for the Police Department.

- ii. Lieutenant Crockwell distributed the Personnel Analysis Reports 6/19/2023 – 7/17/2023. The documents were reviewed; no concerns.
 - iii. The State Police handled three calls for the Town last month.
 - iv. Only one applicant so far for the vacant patrol officer position and they did not meet the requirements for the position.
- d. Rachel Baker (Library)
 - i. Budget for next year is in final draft stages. The Trustees will review it in September.
 - ii. The Summer Reading Program has finished; more than 1500 patrons served.
 - iii. Programming for 2024 has been contracted and all set.
 - iv. Tree Planting
 - 1. New trees are going to be planted in the green space between Old Tilton Road and the Library parking lot. The Center Beautification Committee is working on this with Kent.
 - 2. There is currently some disagreement about what type of trees would be best here. The Library does not have a preference.
 - 3. Road Agent John O'Connor will be consulted about tree placement because of buried infrastructure in that area.
 - v. The gutter on the back of the Library is having issues with handling heavy rain.
- e. John O'Connor (Highway)
 - i. Two new hires have begun work in the Highway Department and Transfer Station.
 - ii. A Highway Department employee is out for the foreseeable future due to an on-duty injury.
 - iii. The Department has been working on tree cleanup on Intervale Road, fixing small washes, and opening culverts.
 - iv. They found a small excavator they can use temporarily and transport on the trailer.
 - v. Paving on Shaker Road should be starting in the next week or two.
 - vi. NH Department of Environmental Services did an inspection at the Transfer Station. It went well. Only found some labeling issues and lightbulbs that need to be stored in boxes.
 - vii. The truck that was bought through sealed bid (see Selectmen's Meeting 08-07-2023 Section 6.a) has been sold and picked up by the new owner. The money from this sale goes into the General Fund.
 - viii. Ayers Road maintenance
 - 1. The Town has had a written agreement with Northfield since 2011 to split the maintenance of Ayers Road and Fellows Hill Road.
 - 2. John spoke with their Road Agent and they were unaware of the agreement. Northfield's Selectmen would like to renegotiate the agreement. They will contact Ken with a date to meet or a proposal.
 - 3. Residents have called complaining about washouts that have occurred at the intersection of Ayers Road and 132. Neither Northfield nor Canterbury believe they are responsible for fixing these issues.
- 3. Mailboxes at corner of Shaker Road and Old Gilmanton Road
 - a. Presentation by Joanna Michno and Donald Pare. Other mailbox owners were present and contributed to the discussion.
 - b. Joanna distributed a PowerPoint presentation titled Welcome to Canterbury: Proposed Mailbox Relocation on Shaker Road.
 - c. On Shaker Road, at the intersection with Old Gilmanton Road, Payson Road, and Fellows Hill Road, there is a line of mailboxes. These boxes belong to residents who live on Old Gilmanton Road, Nottingham Road, and Canterbury Shore Drive. Some of the residents are a part of the [Sherwood Forrest Association](#), but not all.
 - d. The mailbox owners have concerns about safety and would like the Town to approve the plan and help with moving the mailboxes back further from the road.

- e. They are asking for
 - i. assistance with the road build up to the mailboxes in their new location.
 - ii. the Town to pave up to the mailboxes when the scheduled paving occurs in a couple weeks.
 - iii. plowing the widened section of road up to the mailboxes.
 - f. Their current concerns include
 - i. repeated accidental and intentional destruction of mailboxes.
 - ii. safety concerns for pedestrians crossing road and standing on the road, especially at night.
 - iii. safety concerns for those who drive up against traffic to reach mailboxes.
 - iv. speed issue at that section of road.
 - v. reorganizing boxes would allow bigger boxes so they don't have to go to Post Office to pick up small packages.
 - g. They have considered other solutions, but the Post Office will not allow anything except for moving the boxes back.
 - i. Cannot double stack the boxes, so they can't be moved to the back side of the island.
 - ii. Cannot switch to cluster boxes unless 100% of the mailbox owners agree.
 - iii. The route may not be changed, so the group of mailboxes can't be moved to a different road, the mailboxes can't be put in front of the affected houses, and the order of the mailboxes in the group cannot be changed.
 - h. If a new house is created, the Post Office says to put the box wherever you want in the group. That implies route changes can happen, they just don't want to do it for existing houses.
 - i. The ban on route changes appears to be union related. The residents have been contacting the Post Office about this issue for years. The Town has no sway with the Post Office.
 - j. The mailbox owners would repair the stone wall behind the mailboxes, build the row to place the mailboxes on, and move the mailboxes back. (Diagrams and photos included in presentation) The mailboxes would be moved back 8-10 ft, which would allow a car to pull off the road completely when getting mail.
 - k. Northfield has offered to contribute a load of gravel to the project.
 - l. The abutter is supportive as long as this project does not go past the stone wall. This project would improve their visibility when exiting their driveway.
 - m. They would like to coordinate all changes to be in a single day so no interruption in mail.
 - n. Road Agent John O'Connor is in favor of moving the boxes back. The main concern is finding a budget for it and not having enough time before the paving begins in a week. He estimates the material will be \$1,000, plus labor and machinery.
 - o. Would also need to have a police cruiser out there during construction. Would be about \$1,000 for the officer and cruiser for a day.
 - p. Because this corner is in Northfield at the end of Fellows Hill Road, this ties in with the aforementioned Ayers Road dispute. Involving Northfield may complicate the situation.
 - q. The Selectmen approve the concept, but want to spend some time finding a place in the budget. This likely cannot happen before paving begins, but it should be done anyway.
 - r. Ken needs a couple days to identify funds and meet with department heads.
 - s. Ken will also talk with Northfield and Belmont about enforcement of speed limit on that section of road.
4. Administrative
- a. The Selectmen signed:
 - i. Kent made a motion to sign the Accounts Payable Manifest in the amount of \$23,439.23. Scott seconded. All in favor by roll call, motion carried.

- ii. Kent made a motion to sign the Payroll Manifest in the amount of \$39,474.71. Scott seconded. All in favor by roll call.
- b. Previous Minutes Approval
 - i. Kent made a motion to approve the public minutes for the Selectmen's meeting on August 7th, 2023. Scott seconded. All in favor by roll call, motion carried.
- 5. New Business
 - a. Mission Broadband
 - i. We received the proposal from Mission Broadband. For \$2,500 they would find gaps in coverage, solicit service providers for RFPs, etc.
 - ii. We have already done the gap finding and RFPs requests, the main difference here is that they would be including Loudon in the RFP. Doing this with another town may help our case.
 - iii. Ken is going to a webinar on Wednesday about this and he hopes we could get a funding promise for towns with partial coverage.
 - iv. Ken recommends waiting at least until the webinar before moving forward with this.
- 6. Old Business
 - a. Shaker Village Visit
 - i. See Selectmen's Meeting 08-07-2023 Section 3.f. for previous discussion.
 - ii. Ken has set up a meeting with the Town and the Shaker Village on September 11th.
 - iii. Mandy Irving (Assessor), Joel French (Building Inspector), Ken Folsom (Town Administrator), and Michael Gamache (Fire Chief), will visit each building and determine next steps.
 - b. CPR classes have been scheduled for Town Staff. This used to be done yearly, but temporarily stopped due to the Pandemic.
 - c. The floor is being redone in the Town Hall. We are waiting on dates for this work.
- 7. Adjournment
 - a. Kent made a motion to adjourn the meeting at 6:47 p.m. Scott seconded. All in favor by roll call, motion carried.

Next Meeting: 2023 September 11, 5:00 p.m. at the Meeting House

Minutes submitted by Kathleen McKay, Administrative Assistant