

Town of Canterbury, NH
Board of Selectmen
Date: 2023 December 18
Location: Meeting House

Selectmen:

Cheryl Gordon (Chair), Kent Ruesswick, Scott Doherty

Town Administrator:

Ken Folsom

Department Heads:

Sam Papps (Town Clerk\Tax Collector), Michael Crockwell (Police), John O'Connor (Highway), Michael Gamache (Fire), Rachel Baker (Library); each left after their presentation

Others Present:

Edgar Rivera (Libertad Press NE), Beth Blair, Howard Moffett (Cant. Comm. Pwr.)

1. Call to Order

- a. The meeting was called to order at 5:02 p.m.

2. Department Heads

a. Sam Papps (Town Clerk\Tax Collector)

- i. Sam distributed the All-Unpaid Receivables Listed by Warrant 12/18/2023. He also distributed Collections Summary Year To Date for FY2023.
- ii. Sam attended an elections training session in Campton last week. He is all set for the Primary Election in January.
- iii. Sam and Ken gave an update on Map 256 Lot 3. Approximately 50 letters were sent to the "Heirs" of Samuel B. Lovering in an attempt to determine ownership of the property. See Selectmen's Minutes 12/04/23 Section 7.a. for previous discussion.

b. Michael Gamache (Fire)

- i. Chief Gamache distributed Canterbury Fire Department Selectmen's Report 11/20/23 through 12/18/23.
- ii. 321 Calls YTD, 170 trainings, inspections, etc.
- iii. The Chief increased staffing today for the storm event. He has direct contact with utilities and the State EOC.
- iv. He is working on a False Alarm fee schedule. See Selectmen's Minutes 11/20/23 Section 3.c.iii. for previous discussion.
- v. Canterbury hosted the CAFMAC Fire Chief's breakfast on 12/12/2023. It was well attended.
- vi. The Chief met with the Director of Penacook Rescue, they responded to 1,080 calls so far this year in Boscawen, Canterbury, and Salisbury. Only 8 were not handled by PRS because of staffing shortages.
- vii. The Chief's application for a \$1,000 Forestry Equipment Grant was successful.

c. Michael Crockwell (Police)

- i. Lieutenant Crockwell distributed the Personnel Analysis Reports 10/16/2023 through 12/18/2023. The documents were reviewed; no concerns.
- ii. State Police responded to 5 "Calls for Service" last month. Lt. Crockwell also reported that the new cruiser has been delivered and is currently at the body shop for decals.

d. Rachel Baker (Library)

- i. Rachel reported that there were no leaks in the Library roof. There was a brief discussion about drainage around the Library and Meeting House.
 - ii. Rachel reported that the Library is repairing one of the three furnaces and that they have an estimate that the existing furnaces will last another couple years. She is looking into grants for replacing the existing ones.
 - iii. The Library is selling old shelving that is not being used.
 - e. John O'Connor (Highway)
 - i. John reported that there are currently 8 roads with water over the road and 4 roads that are closed and will remain so overnight. Several roads have washed out ditches.
 - ii. Ayers Road agreement with Northfield
 - 1. See Selectmen's Minutes 12/04/23 Section 7.c. for previous discussion.
 - 2. Ken discussed the latest proposal with the Road Agent and at this time Ken feels that the best course of action is to have a joint meeting with the Northfield Selectmen and Road Agent. The Board agrees. Ken will contact Northfield to set this up.
 - iii. John explained that they haven't heard anything from H.P. Fairfield on the F-550. Ken contacted them on Nov. 20th and the truck was supposed to be done by the end of the year. Ken will check with them again.
 - f. Howard Moffett (Canterbury Community Power Committee)
 - i. Howard updated the Board on the rates for the supply of power for utility customers in Canterbury. In June the default rate was .158 cents per kW, in August the rate went down to .109 cents per kW. This was lower than Unitil, Eversource, and the Electric Co-op.
 - ii. The next rate change will be in February. CCPNH will set the rate on December 28th. The new rates will be announced to rate payers on January 2nd. In order for this to happen the Selectmen have to choose a default program for Canterbury. The Board wants to stay with the lowest cost program at this time. Rate payers can opt up if they choose.
 - iii. Beth asked if the CCP could put an update in the Newsletter. Howard has already sent an article to them for the January edition, but the new rates will not be in the article because they haven't been set yet.
3. Administration
- a. The Selectmen signed:
 - i. Kent made a motion to sign the Accounts Payable Manifest in the amount of \$123,038.54. Scott seconded. All in favor by roll call, motion carried.
 - ii. Kent made a motion to sign the Payroll Manifest in the amount of \$88,833.57. Scott seconded. All in favor by roll call, motion carried.
 - iii. The Selectmen signed a contract with Sanders, LLC for research of properties for the Town Clerk/Tax Collector.
 - iv. The Selectmen signed Intent to Cut for Map 227, Lot 20. Map 204, Lot 1 & 11. Map 256, Lot 5.
 - b. Previous Minutes Approval
 - i. Kent made a motion to approve the public minutes for the Selectmen's meeting of December 4, 2023. Cheryl seconded. All in favor by roll call, motion carried.
4. New Business
- a. Scott made a motion at 5:39 to open a Public Hearing to accept unanticipated funds in the amount of \$26,743.62 from the State of NH in addition to the regular Highway Block Grant as part of House Bill 2, and in the amount of \$13,597.32 from the State of NH for a one-time payment for bridges as part of House Bill 2. Kent seconded. All in favor by roll call, motion carried.
 - b. Offer for Town owned property

- i. The Selectmen received an offer for Map 102, Lot 37 from Sandra Steenberg. Ms. Steenberg had offered to purchase this lot which abuts her property in August of 2022, but the sale didn't proceed. She has offered the same amount for the property once again.
 - ii. The Board discussed the offer and countered with a different amount. Ken will contact Ms. Steenberg.
 - c. 2022 Audit
 - i. Ken let the Selectmen know that the 2022 Audit has been received from Plodzick and Sanderson. The Audit will be available on the town website. Hard copies are available at the Town Office.
 - d. Windswept Farm Trailer
 - i. Ken had been in contact with the owners of Windswept Farm on Old Schoolhouse Rd. They want to park a semi-trailer with hay for their farm in the Right of Way near the end of the Class V portion of the road. The Road Agent feels that the trailer will be in the way for winter maintenance.
 - ii. The Board looked at some pictures of the area and agreed that parking the trailer along the fence would be a bad location as that is where the snow needs to go. Ken will contact the owners and let them know.
 - e. Gazebo in Center
 - i. Kent received an estimate for repairs to the railings. The amount is \$5,000 which will be a Warrant Article for March Town meeting. He feels that the roof will also have to be repaired/replaced in the near future.
 - f. Recreation Committee
 - i. Ken reported that Randi Johnson contacted him to ask if the Recreation Committee would be able to put lights on the big tree in the Center.
 - ii. There was a brief discussion on the process and the Selectmen agreed that the Recreation Committee could do the lights.
5. Old Business
- a. School Withdrawal
 - i. See Selectmen's Minutes 12/04/23 Section 7.b. for previous discussion.
 - ii. The hearing at the NH Dept. of Education was Dec. 14th. The Board of Education denied the proposal of School Withdrawal Committee for Canterbury to withdraw from the Shaker Regional School District.
 - iii. The School Withdrawal Committee will present a letter to the Selectmen to dissolve the committee.
 - iv. Beth Blair asked what the process is now and will the committee present the findings at the next Town Meeting. Ken explained that the committee's charge was as presented in the Warrant Article to "... initiate a review of the feasibility and suitability for the Town of Canterbury to withdraw from the Shaker Regional School District..." The Committee did the work and now that the Board of Education has denied the proposal the issue is dead.
 - v. The Selectmen will ask a committee member to present a report for the Town Meeting in March.
 - b. Zoning violation at Canterbury Country Store
 - i. See Selectmen's Minutes 12/04/23 Section 5. for previous discussion.
 - ii. Scott has reviewed the ordinance and looked at the signs and feels that there is no problem and doesn't want to pursue this.
 - iii. Kent feels that this should go to the HDC as they gave approvals for a lot of the work that was done recently.
 - iv. Ken explained that the Sign ordinance is a Town Zoning ordinance and the Selectmen have the authority to enforce.

- v. Cheryl wants to wait until the next meeting to make a decision. The Board will do that.
- 6. Executive Session
 - a. Kent made a motion at 6:57 to enter into Non-Public session as per RSA 91-A: 3 (a) to discuss a personnel matter. Scott seconded. All in favor by roll call, motion carried.
 - b. Kent made a motion at 7:09 to exit the Non-Public session and to seal the minutes. Scott seconded. All in favor by roll call, motion carried.
- 7. Adjournment
 - a. Kent made a motion to adjourn the meeting at 7:12 p.m. Scott seconded. All in favor by roll call, motion carried.

Next Meeting: 2024 January 8, 5:00 p.m. at the Meeting House

Minutes submitted by Ken Folsom, Town Administrator