

Town of Canterbury  
Selectmen's Meeting  
July 20, 2020

Selectmen Present: Cheryl Gordon  
Robert Steenson  
Town Administrator: Ken Folsom

The meeting was called to order at 5:02 PM

**Administrative**

The Board signed: A/P Manifest  
Deed to Samuel Papps for Tax Map 203 Lot 5  
Intent to Cut – Tax Map 212 Lot 15-1, Tax Map 221 Lot 16  
Yield Tax Warrant  
Application for reimbursement – State Forest Land  
2<sup>nd</sup> notice letters to residents with short term rentals

**Appointments**

**Road Agent – John O'Connor**

John reported that they are in the process of crack sealing the Municipal Building parking lot. John said that the new signs for the beaches will be arriving at the beginning of next week. Ken mentioned that the signs will also have graphics and the GPS coordinates added to them.

John reported that with the new cell service, they are not able to get any reception in the building. John also said that the batteries do not last long, they are having to charge them daily. Ken will contact US Cellular

John explained that rocks are being removed from a stonewall on Burrough Road and at of the cemetery. A game camera has been installed.

A general discussion was held on the dirt washing onto Route 132 from Ayers Road. John reported that last Thursday they graded the road and opened up the ditches.

A brief discussion was held culvert replacement. Per FEMA anytime a culvert is washed out, the replacement culvert should be increased in size.

Bob reported that some of the supplies for the handwashing station have been back-ordered.

The Board thanked John for attending.

**Deputy Fire Chief Scott Doherty**

Scott distributed the monthly statistics from the Department. Scott was notified that the person who was pulled from the river has made a full recovery.

Scott reported that the Fire Department will be taking care of the sign installation at the beaches. They will be placed at the locations where there have been problems.

The Fire Truck Committee has been contacting vendors for a new engine. He has no formal timeline and will be turning the project over to the new Chief.  
The Board thanked Scott for attending.

#### Police Chief Mike Labrecque

Mike distributed the monthly statistics from the Department. Mike reported that the Department policies have been sent to Ken and Jan.

Ken asked if the Police Department follows the “8 can’t wait” policy. Mike explained that yes, those policies have been part of the Canterbury Police policies all along.

Bob asked Mike if they had received any noise complaints since the new ordinance was voted in. Mike explained that yes, they have had a few calls about people logging at 6:00 AM. Mike had to explain that there is nothing that he could do because the paragraph that addressed just that situation was removed at town meeting by the townspeople.

Mike had the statistics from the “speed box” that was on Shaker Road. Jan will scan the report and send it to all the Board members.

Mike reported that there have been 2 cases of vandalism. Bottles are being thrown from vehicles and are breaking windows in cars and houses.

Mike stated that the State Prison inmate program that was used to paint the town buildings last year is back up and running.

Mike explained that Officer Tom Bibeau was the recipient of a Life-Saving Award for his assistance in 2 drowning incidents on the Merrimack River. The Board asked Mike to give Tom their thanks and appreciation.

The Board thanked Mike for attending.

#### Town Clerk/Tax Collector Sam Papps

Sam reported that the 2020 taxes are being cleaned up. The Board commented that Sam has done a great job in doing so. Sam has contacted Jane Sanders of Sander Research for the 2017 liens.

Ken explained that he has contacted the School Board about using CES for the September elections. Ken was told that the kids could be back in session by that date, but to please fill out the use permit and will see what happens. The Selectmen discussed alternate locations, including renting a tent. Ken will contact some vendors for pricing.

Sam received a letter from the Attorney General’s office. Per RSA 658:2, Canterbury will have 4 appointed inspectors for the elections. Sam will get the guidelines from the Attorney General’s office.

The Board thanked Sam for attending.

Sam Papps (now Cemetery Trustee) and Sexton Kent Ruesswick attended the meeting.

Kent explained that the Trustees have upgraded their program to File maker Pro. Kent explained that they are looking in the range of \$1400.00 per year for program maintenance. Bob suggested that they determine what the functionality to be and suggested to use a Microsoft product or similar platform. They are making the leap to digital and want to get all onto a database. Currently, the assigned cemetery plot cards are being housed at his house.

Kent explained that the Maple Grove Cemetery is starting to fill up. Per the State By-Laws, owners of cemetery plots that haven't be used in 50 years may be re-assigned. Sam explained that they have a few lots that could be re-assigned. The Trustees are looking to have the Selectmen's blessing to go forward. Bob and Cheryl stated that they are both in favor of the Trustees contacting those people.

### **Minutes**

The Selectmen reviewed the minutes of the June 29, 2020, Selectmen's meeting. Bob made a motion to approve the minutes as amended. Cheryl seconded the motion. All in favor by roll call, motion carried.

### **Town Administrator Ken Folsom**

Ken reported that the Comcast contract for phones and internet in the Sam Lake House and Municipal Building has been renewed for another 2 years.

Ken has received notification from Citizens Bank, trustees of the Sam Lake Trust explaining that the distribution from the Trust for 2020 would be for \$13,307.07. Ken asked if the Selectmen wanted to use those funds to pay for the generator at the Sam Lake House or deposit it in the Sam Lake Capital Reserve account. Ken has a call into FEMA concerning the grant he applied for to pay for a portion of the generator and is waiting to hear if it was approved. A brief discussion was held on building up the Sam Lake Capital Reserve Account. The Board would like the money to be deposited into the Capitol Reserve account and the Selectmen will decide later if they want to expend that money to off-set the purchase of the generator.

A brief discussion was held on the condition of the fire pond by the Sam Lake House. Bob is concerned about the algae. Ken will try to find a company to test the water.

Ken reported that he had received an email from Joshua Gordon asking for any information that may come into the office concerning Hancock Road. Ken asked that the Sam Lake staff forward any information that they may receive about Hancock Road to him and he will forward it to Joshua. Bob offered to contact Joshua to discuss his request.

The Board met with an applicant for the Fire Chief position.

The Selectmen thanked him for coming into the meeting and speaking with them.

Bob made a motion to adjourn the meeting at 7:30 PM. Cheryl seconded the motion. All in favor by roll call, motion carried.

The next scheduled meeting will be held on August 3, 2020, at 5:00 PM at the meetinghouse.

Respectfully submitted,  
Jan Stout  
Administrative Assistant