

Town of Canterbury, NH
Board of Selectmen
Date: 2023 September 11
Location: Meeting House

Selectmen:

Cheryl Gordon (Chair), Kent Ruesswick, Scott Doherty

Town Administrator:

Ken Folsom

Others Present:

Budget Committee: Tyson Miller, Kelly Short, Jan Stout, Calvin Todd, Art Rose

Eversource: Mary-Kate Daley, Alex Green, Brad Newell (all left at 5:05)

Al Edelstein (Treasurer)

1. Call to Order
 - a. The meeting was called to order at 4:58 p.m.
2. Administration
 - a. The Selectmen signed:
 - i. Kent made a motion to sign the Accounts Payable Manifest in the amount of \$471,421.83. Scott seconded. All in favor by roll call, motion carried.
 - ii. Kent made a motion to sign the Payroll Manifest in the amount of \$52,073.00. Scott seconded. All in favor by roll call.
 - iii. The Selectmen signed a Highway Department Training Agreement. This agreement states that the Town will provide a specific employee with certain training in exchange for the employee staying with the Town for a specific amount of time.
 - iv. The Selectmen signed various appointment slips. The slips are to renew expired appointments and align the Town Clerk's records with recent committee changes.
 - v. The Selectmen signed the HealthTrust Contact Update form.
 - b. Previous Minutes Approval
 - i. Kent made a motion to approve the public minutes for the Selectmen's meeting on August 21st, 2023. Scott seconded. All in favor by roll call, motion carried.
 - ii. Kent made a motion to approve the public minutes for the Selectmen's meeting on August 28th, 2023. Scott seconded. All in favor by roll call, motion carried.
3. Eversource
 - a. Mary-Kate Daley (Community Relations), Alex Green (Project Manager), and Brad Newell (Project Manager) represented Eversource.
 - b. Eversource is beginning a transmission line maintenance project that will involve 120 structures in Canterbury. They plan to work six days a week from now until the end of the year.
 - c. The work will be using ground-based equipment. They will not be putting in concrete. They will be working on live lines, so there will be no power interruption.
 - d. Eversource found an old note in their files that they cannot work in Canterbury on Saturdays. Ken and the Selectmen have looked for any documentation that supports this on our end and were not able to find any ordinances, minutes, letters, or notes saying that Eversource cannot work in Canterbury on Saturdays.
 - e. The Selectmen confirmed that Eversource doesn't need special permission to conduct this work on Saturdays.

- f. The only concern mentioned by any group was the Conservation Commission asking if this will cause any disruption to wildlife or wetlands. Eversource has gotten the necessary permits from NH DES. They do not anticipate any long-term effects.
4. Comcast
 - a. See Selectmen's Meeting Minutes 08-28-2023 Section 4.b. for previous discussion.
 - b. Brian Christensen (Director of Government Affairs) represented Comcast.
 - c. Comcast is going to be submitting an application for the [BMGI](#) grant to build out the rest of Canterbury. This round of funding requires the Board of Selectmen to officially endorse the project in the minutes using specific language.
 - d. The funding for this project will be 75% grant money and 25% Comcast money. The Town does not need to contribute any money.
 - e. There are about 250 houses in Canterbury that still need service. The grant would provide funding to build infrastructure to those that are in the [FCC's Broadband Serviceable Location Fabric](#) and have structures.
 - f. Mandy Irving (Assessor) and Ken have reviewed Comcast's list of addresses and it appears to match well with the Town's records of who still needs service.
 - g. Ken discussed this with [Mission Broadband](#). They can do gap analysis and mapping using the FCC's latest maps. This will confirm which addresses exactly would be covered.
 - h. The FCC Fabric is a living document, so the next round of funding may cover more addresses. This is how new structures would be included in the future.
 - i. Comcast is currently doing an expansion on Pickard Road. These non-government funded expansions are chosen by financial models that Comcast uses. The models are primarily affected by density.
 - j. Ken will craft language that meets the grant requirements and have the Selectmen vote on it in the next meeting.
 5. Budget Committee
 - a. Kathleen distributed Budget Highlights YTD September 11, 2023 and Profit & Loss Budget vs. Actual 1/1/23 through 9/7/23.
 - b. Both documents were reviewed and clarifying questions asked by the Committee. No major concerns were brought up.
 - c. There are only two potential warrant articles so far. One for Solid Waste Committee to make changes at Transfer Station. One for Highway Department to purchase new equipment.
 - d. Cheryl advises increasing the Capital Reserve for Highway equipment. With the upcoming equipment needs, this will prevent peaks and valleys in the budget.
 - e. The audit is done and the final version should be ready soon. They didn't find any major issues. Once this is complete, the Tax Rate can be set.
 - f. The overall financial picture is that the Town is in pretty good shape. The equipment breakdowns in the Highway Department are the only major budgetary stressor.
 - g. Department Heads will submit their budgets on November 1st and the Budget Committee will meet again some time after that.
 6. Groundwater Protection Ordinance
 - a. See Selectmen's Meeting Minutes 08-07-2023 Section 3.m. for previous discussion.
 - b. During the All Boards meeting, Mark Stevens of the Agricultural Commission brought up the issues farmers have been having with the Town's groundwater protection rules. To them it is written so that farmers in certain areas of town need to use a secondary container when fueling tractors and log skidders with 40 gallons or more.
 - c. Tyson Miller was a Selectmen at the time the Groundwater Protection Ordinance was instated and would like to clarify that farmers fueling in their fields are exempt from needing to use a secondary container.

- d. Article 17 of the Town of Canterbury Zoning Ordinance is the Groundwater Protection Ordinance. Section 17.9 Exemptions item K says “Forestry and agricultural field equipment re-fueling is exempt from section 17.6H provided that the best management practices are followed as described by the Department of Environmental Services and amended from time to time.”
- e. Kathleen found two relevant Best Practice Face Sheets published by NH DES.
 - i. [DWGB 22-4 Best Management Practices \(BMPs\) for Groundwater Protection](#)
 - ii. [DWGB 22-6 Best Management Practices for Fueling and Maintenance of Excavation and Earthmoving Equipment](#)
 - iii. More Ground Water information is available [here](#).
- 7. Update on Sawyer Ferry Road Boundary Issue
 - a. See Selectmen’s Meeting Minutes 08-21-2023 Section 2.a.ii. for previous discussion.
 - b. The property owner is trying to sell the property, so determining the correct boundary line is important.
 - c. Ken is currently getting a formal survey contracted.
- 8. Shaker Village
 - a. See Selectmen’s Meeting Minutes 08-21-2023 Section 6.a. for previous discussion.
 - b. The site visit at Shaker Village was conducted today. Mandy Irving (Assessor), Joel French (Building Inspector), Ken Folsom (Town Administrator), and Michael Gamache (Fire Chief) visited each building.
 - c. David Katz (Trustee) couldn’t make it, so they met with Todd Muffoletto (Senior Facilities Technician).
 - d. They found a few minor things. The assessment is going to be the only complicated part because of the various uses. Mandy is going to consult with a non-profit specialist to see if there needs to be a change to the tax status.
- 9. Adjournment
 - a. Kent made a motion to adjourn the meeting at 7:00 p.m. Scott seconded. All in favor by roll call, motion carried.

Next Meeting: 2023 September 25, 5:00 p.m. at the Meeting House

Minutes submitted by Kathleen McKay, Administrative Assistant