



**Selectmen's Meeting**  
**Tuesday, November 30, 2021**  
**5:00 pm**

**Board:** R. Gil Rand, Charyl Reardon, Scott Rice

**Staff:** Judy Welch

**In-Person Public:** James Chesebrough, Bill Waterhouse, Bob Stahler, Robert McAfee

**Zoom Participants:** Sharon Carroll, Melissa Sabourn, Michael Donahue, Kelly & Dan Trinkle

**Call to Order**

Charyl called the meeting to order at 5:00 pm.

**Approve & Sign Minutes/November 2, 2021**

Scott motioned to accept the minutes of the November 2, 2021, Selectmen's Meeting. Gil seconded the motion, and the vote was affirmative.

**Steve LaFrance/Horizons Engineering/Approve & Sign/IDR Permit/Woodstock Inn & Brewery**

Gil motioned to approve and sign the IDR Permit for the Woodstock Inn & Brewery as prepared by Steve LaFrance from Horizons Engineering. Charyl seconded the motion, and the vote was affirmative. Scott abstained.

**Robert McAfee/Cox Farm Road**

Robert McAfee had questions relating to the classification of Cox Farm Road and the removal of guardrails.

The Board shared an email from the State of NH with Robert relative to the removal of the guardrails.

**Mike Donahue/Potato Hill Road**

Mike had follow-up questions related to the classification of Potato Hill Road.

Charyl stated that the lawyer has reviewed all the documentation relating to Potato Hill Road. She has determined that the beginning section of Potato Hill Road, Route 3 to Downing Drive, should be classified as a Class 6 Road but based on the maintenance records provided by the Public Works Department, the lawyer feels the road has defaulted to a Class 5.

Charyl motioned to reclassify this section of Potato Hill Road to Class 5 and authorize the Public Works Department to resume maintenance. Scott seconded the motion and the vote was affirmative.

Gil motioned to authorize Judy to contact NHDOT to have the Highway Block Grant Maps revised. Scott seconded the motion and the vote was affirmative.

## **Email/Conservation Commission/Mitigation Projects**

Jim Chesebrough had questions related to Wetland Mitigation Projects. The Board will set up a workshop with the Conservation Commission and NHDES after the holidays to address mitigation concerns and/or projects.

## **NHMBB/Loan Documents/New Highway Garage**

### **Purchase and Sales Agreement**

Scott motioned to approve and sign the Purchase and Sales Agreement for the new highway garage as presented. Gil seconded the motion, and the vote was affirmative.

### **Certificate of Votes/Resolutions**

**RESOLVED:** That under and pursuant to the Municipal Finance Act, Chapter 33, N.H.R.S.A., as amended, the New Hampshire Municipal Bond Bank Law, Chapter 35-A, N.H.R.S.A., as amended, and other laws in addition thereto, and to votes of the Issuer duly adopted on April 13, 2021 under Article 3 of the Warrant for such annual meeting of the Issuer there be and hereby is authorized the issuance of a \$480,000 Bond of the Issuer (the "Bond") which is being issued by the Issuer to finance the purchase of land and building located at 459 Daniel Webster Highway (Avery's Garage) (Tax Map 115, Lot 004), currently owned by the Dalton Avery Revocable Trust, for the purpose of relocating the Highway Department and for future expansion of the town office space.

The Bond shall be dated as of its date of issuance, shall be in such numbers and denominations as the purchaser shall request, shall mature in accordance with the schedule set forth in Exhibit A to a certain Loan Agreement hereinafter described (the "Loan Agreement"), shall bear a net interest cost rate (as defined in the Loan Agreement) of two and three-quarters percent (2.75%) per annum or such lesser amount as may be determined by a majority of the Board. The Bond shall be substantially in the form set forth as Exhibit B to the Loan Agreement and otherwise shall be issued in such manner and form as the signatories shall approve by their execution thereof.

Charyl read the first Resolve aloud from the Certificate of Votes Resolutions. Scott motioned to accept the resolution as read. Gil seconded the motion and the vote was affirmative.

**RESOLVED:** That the Bond shall be sold to the Bond Bank at the par value thereof plus any applicable premium.

Charyl read the second Resolve aloud from the Certificate of Votes Resolutions. Scott motioned to accept the resolution as read. Gil seconded the motion and the vote was affirmative.

**RESOLVED:** That in order to evidence the sale of the Bond, the Treasurer of Issuer and a member of the Board are authorized and directed to execute, attest and deliver, in the name and on behalf of the Issuer, a Loan Agreement in substantially the form submitted to this meeting, which is hereby approved, with such changes therein not inconsistent with this vote and approved by the officers executing the same on behalf of the Issuer. The approval of such changes by said officers shall be conclusively evidenced by the execution of the Loan Agreement by such officers.

Charyl read the third Resolve aloud from the Certificate of Votes Resolutions. Scott motioned to accept the resolution as read. Gil seconded the motion and the vote was affirmative.

**RESOLVED:** That all things heretofore done and all action heretofore taken by the Issuer and its officers and agents in its authorization of the project to be financed by the Bond are hereby ratified, approved and confirmed.

Charyl read the fourth Resolve aloud from the Certificate of Votes Resolutions. Gil motioned to accept the resolution as read. Scott seconded the motion and the vote was affirmative.

**RESOLVED:** That the Clerk and the signers of the Bond are each hereby authorized to take any and all action necessary and convenient to carry out the provisions of this vote, including delivering the Bond against payment therefor.

Charyl read the fifth Resolve aloud from the Certificate of Votes Resolutions. Gil motioned to accept the resolution as read. Scott seconded the motion and the vote was affirmative.

**RESOLVED:** That the useful life of the project being financed is in excess of twenty (20) years.

I further certify that said meeting was open to the public; the aforesaid vote was not taken by secret ballot nor in executive session; that notice of the time and place of said meeting was posted in at least two (2) appropriate public places within the territorial limits of the Issuer, or published in a newspaper of general circulation in said area, at least twenty-four (24) hours, excluding Sundays and legal holidays, before said meeting; that no deliberations or actions with respect to the vote were taken in executive session; and that the minutes of said meeting have been promptly recorded and have been or will be made open to inspection within one hundred forty-four (144) hours of said meeting, all in accordance with Chapter 91-A, N.H.R.S.A., as amended.

Charyl read the six Resolve aloud from the Certificate of Votes Resolutions. Scott motioned to accept the resolution as read. Gil seconded the motion and the vote was affirmative.

Gil motioned to authorize the Town Clerk to sign and certify the Certificate of Votes Resolutions. Scott seconded the motion and the vote was affirmative.

## **Loan Agreement**

Scott motioned to approve the Loan Agreement for the new highway garage as presented and motioned to authorize Charyl, the Town Clerk, and the Treasurer to sign. Gil seconded the motions, and the vote was affirmative.

## **Review & Approve Budgets**

### **2022 Budgets:**

**4130 Executive:** Scott motioned to approve the budget as presented. Gil seconded the motion, and the vote was affirmative.

**4140 Elections and Registrations:** Gil motioned to approve the budget as presented. Scott seconded the motion, and the vote was affirmative.

**4150 Financial Administration:** Scott motioned to approve the budget as presented. Gil seconded the motion, and the vote was affirmative.

**4153 Legal Expense:** Gil motioned to approve the budget as presented. Scott seconded the motion, and the vote was affirmative.

**4194 Town Buildings:** Gil motioned to approve the budget as presented. Scott seconded the motion, and the vote was affirmative.

**4196 Insurance:** Gil motioned to approve the budget as presented. Scott seconded the motion, and the vote was affirmative.

**4197 Advertising:** Scott motioned to approve the budget as presented. Gil seconded the motion, and the vote was affirmative.

**4199 Other General Government:** Gil motioned to approve the budget as presented. Scott seconded the motion, and the vote was affirmative.

**4215 Linwood Ambulance:** Charyl motioned to approve the budget as presented. Gil seconded the motion, and the vote was affirmative. Scott abstained.

**4299 Other Public Safety/Communication:** Gil motioned to approve the budget as presented. Scott seconded the motion, and the vote was affirmative.

**4316 Street Lights:** Gil motioned to approve the budget as presented. Scott seconded the motion, and the vote was affirmative.

**4411-4445 Health Administration:** Scott motioned to approve the budget as presented. Gil seconded the motion, and the vote was affirmative.

**4583 Patriotic Purposes:** Gil motioned to approve the budget as presented. Scott seconded the motion, and the vote was affirmative.

**4611 Conservation:** Gil motioned to approve the budget as presented. Scott seconded the motion, and the vote was affirmative.

**4651 Economic Development:** Charyl motioned to approve the budget as presented. Gil seconded the motion, and the vote was affirmative.

**4711-4723 Long Term Debt Services:** Scott motioned to approve the budget as presented. Gil seconded the motion, and the vote was affirmative.

### **Approve Application for Cascade Park**

The Board reviewed an application from Ashley Clark to use Cascade Park on October 15, 2022. The required fee and insurance coverage have been received. Gil motioned to approve the application. Charyl seconded the motion, and the vote was affirmative. Scott abstained

Gil made a motion to allow the Town Administrator to approve all park usage applications going forward, stating that anything deviating from the normal usage or any waivers should be brought before the Board. Charyl seconded the motion, and the vote was affirmative.

### **Public Participation**

The Board answered questions relating to Johnson Road and tax deeding.

### **Adjournment**

At 6:01 p.m. a motion was made and seconded to adjourn the Selectmen's Meeting and enter into a non-public session pursuant to RSA 91-A: 3, II (I) (Legal).

### **MOTION:**

Roll Call: Scott Rice, Yes, Charyl Reardon, Yes, Gil Rand, Yes, Administrator, Judy Welch

At 6:23 p.m. the Board came out of a non-public session. Scott motioned to adjourn the non-public session. Gil seconded the motion and the vote was affirmative.

### **VOTED 3-0**

The public was able to participate remotely over Zoom by going to [www.zoom.us](https://www.zoom.us), using the Zoom App on a cellphone, or on a **landline calling 1-646-558-8656** **Password: 003948** and entering **Meeting ID: 935 0216 8673** **Password: 003948**. If the public were unable to access the meeting, they were asked to call 603-348-8752 for assistance.

Those wishing to hear the recording of the whole meeting may access by using this link: <https://www.youtube.com/channel/UCxMH7OFC8H3KqBhYHsBr53g>

  
Charyl Reardon, Chairman

January 11, 2022  
Date

  
Scott Rice

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R. Gil Rand