

MINUTES OF THE SELECT BOARD
Tuesday, March 22, 2022, 6:00 PM
Macomber Room / Via Zoom

Present: Tom Maher-Chairman via Zoom, Dave McGuckin-Selectman, William Stewart-Selectman and Jennifer Smith- Administrative Assistant to the Select Board and Recording Secretary.

Public Participants: Tracy Degnan of Rockingham County Conservation District, Conni White- Conservation Commission Chair and Darcy Horgan-Planning Board Chair

Selectman Stewart chaired the meeting and opened the public session meeting at 6:20PM.

1. Approve Select Board minutes of March 8, 2022

Chairman Maher made a motion to approve the Select Board minutes of March 8, 2022. Selectman McGuckin seconded and the motion carried unanimously on a roll call vote 3-0.

2. Public Questions and Answers

No comments were offered.

3. New Business

a. Coastal Resilience Grant – Conservation Commission

Selectman Stewart introduced Tracy Degnan of Rockingham County Conservation District and Conni White, Chair of the Conservation Commission. Ms. Degnan outlined the Coastal Resilience Grant application which was submitted July 2021. The grant is essentially for the completion of the alternative analysis at the Pit Lane culvert to promote better connections for tidal and freshwater wetlands. There are about 12 items in the work plan that will end in June of 2023. The grant indicates the total of federal funds distributed is \$40,000 as well as the distribution of match. Ms. Degnan indicated that any time spent by the BOS on reviewing this grant is considered match, including this evening's meeting. Ms. Degnan stated that she will be keeping track of each individual's match through Google Docs.

Selectman Stewart asked if the town would need a warrant to accept the grant or could this be done by the Select Board.

Ms. Degnan felt that a warrant would not be necessary because the grant was written by the Rockingham County Conservation District (RCCD) and RCCD will be financially managing the grant. There is one item from cash match and that will be from the New Castle Conservation Commission.

Ms. White stated that the Conservation Commission will request \$5,000 be budgeted in the FY23 budget. Dave Murray will be doing a video at the end of the project. Currently, the Conservation Commission has \$16,000 in funds remaining in its budget, some of which could possibly be allocated towards the cost of this video.

Selectman Stewart stated that the Budget Committee has yet to finalize the FY23 budget. Select Stewart suggested he and Ms. White meet to discuss the Conservation Commission budget and these items before the Budget Committee public hearing on April 5, 2022.

Selectman McGuckin questioned whether Safepath digging for burial discovery in the area would impact the progress of the Pit Lane culvert being studied.

Chairman Maher stated that it's in the same vicinity, but in a higher area.

Ms. Degnan stated that they will be working on bid documents, getting an engineer on board and getting a wetland delineation of the area. The State is assuming that it will be receiving more ARPA funds, so RCCD will have the ability to file for another grant that is due by 4/15/2022 and has been advised to do so by DES. Ms. Degnan requested the Select Board provide a letter of support for this anticipated grant.

Ms. Degnan closed by she will be giving periodic updates to the Select Board in the future.

Chairman Maher asked if the surrounding areas will be studied as well.

Ms. Degnan said that is difficult to answer at this time because it cannot be added to the existing grant, but additional connecting areas can probably be addressed in another study down the road.

b. Fee Schedule – Public Hearing to be Ordered

Selectman Stewart stated that the Select Board needs to order a public hearing to change the current Fee Schedule for the town.

Selectman McGuckin stated that the Common fees need to be updated and/or corrected.

Chairman Maher opined that the Volleyball fees need to be addressed as well.

The Select Board agreed to hold a public hearing on April 4, 2022 to address changes and corrections to the Fee Schedule.

c. Public Use of the Macomber Room

Selectman McGuckin spoke in favor of opening the Macomber Room for public use.

Chairman Maher and Selectman Stewart were also in favor and the board agreed to allow the public to resume using the Macomber Room.

Darcy Horgan, Chair of the Planning Board, spoke about the need for board chairs to have keys to access Town Hall now that meetings are returning to the Conference Room.

The Select Board agreed that town board and commission chairs should have direct access to Town Hall and announced that each chair should see the Administrative Assistant to the Select Board for a key.

d. Town Projects

Chairman Maher stated that the computer fire walls have been installed in the Police Department, Fire Department and in Town Hall. The server should be up and running by sometime in April.

Selectman Stewart stated that the Spring Hill/Lavenger Lane Project is underway and the installation of temporary water is expected to start tomorrow. Both N. Granese and Sons and Underwood Engineering will be in town and there may be some disruptions with the commencement of this work.

e. Town Clerk Vacancy

Selectman McGuckin announced that the town is currently seeking a candidate for the position of Town Clerk/Tax Collector. It is an elected position and must be held by a town resident. Anyone interested in running for the position can contact one of the Select Board members or Jennifer Rumph, the current Town Clerk/Tax Collector.

4. Old Business

No matters were discussed.

5. Committee Reports

No reports were submitted.

6. Adjourn

Selectman McGuckin offered a motion to adjourn at 6:55 pm. Chairman Maher seconded and said motion passed unanimously on roll call vote of 3-0.

Respectfully submitted,
Jennifer Smith
Recording Secretary