

## MINUTES

**SELECTMEN'S MEETING  
TOWN HALL**

**December 20, 2021  
6:30 PM**

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### **ATTENDEES:**

Leon Rideout, Selectboard Chairman      Shane Beattie, Selectman      Troy Merner, Selectman  
Town Manager, Benjamin Gaetjens-Oleson      Michael Nadeau      Department Heads  
Members of the public      Phlume Media

The meeting was called to order at 6:30 PM by Selectboard Chairman Leon Rideout.

### **PLEDGE OF ALLEGIANCE**

### **DEPARTMENT HEAD UPDATES:**

Police Department-Chief Tim Charbonneau:

- Department hired a new officer. Hoping to get him in the January Academy class. There is one more currently in the middle of the hiring process.

Health Department-Health Officer Ted Joubert:

- Increase in COVID related calls and transfers.

Colonel Town Recreation-Recreation Director Eli Vincent:

- Safe Haven will be open over the school Christmas Holiday.
- They had a very successful Mother/Daughter Paint Night. They plan to do it again.
- Travel basketball is in full swing.
- The Community House is busy with requests to use the facility.

Fire Department-Chief Randy Flynn:

- EMS has had 159 calls for the month so far. 94 have been for transfers. The rest were 911 calls.
- The IV pumps that were funded by a grant were received.
- A lot more of the EMS calls are COVID related, including transfers. The ventilator recently acquired is being used a lot on these calls.
- The Department hosted 3 COVID vaccine booster clinics at the EMS Bay giving out about 80 shots.
- Payments have been received from all of the contracted communities and Granby will no longer be covered by us after the end of the year.
- The NH Fire Academy will be hosting EMS Courses at the Bethlehem facility. There is a lot of interest from some of the EMS personnel.
- Some staff are becoming certified to teach CPR. This will benefit the community.
- The Department is in conversation with Weeks on the development of a Community Paramedicine program with their partnership
- The Department has a good stock of PPE. Chief Flynn has taken advantage of the State programs for free supplies.

## **APPOINTMENTS:**

Joe Hertel-Recommend Appointment to the Colonel Town Spending Committee

- Benjamin Gaetjens-Oleson explained Mr. Hertel was at his daughter's basketball game and would come after.

Peter Riviere-Town Report Layout

- Mr. Riviere was present representing the "Good Government Group" to offer suggestions to the Board on related items
  - The Budget Committee meetings should be more open to the public, allowing dialog and questions.
  - There should be a reexamination of the Payment in Lieu of Tax agreements. Especially in light of some expansion of some of the entities.
  - The Economic Development loans/grants should be listed in the Town Report and a better process for awarding and managing them should be created.
  - The Town Report should be more transparent and easier to read. A model would be the Town of Hanover's report.
- Mr. Riviere also offered to assist with this year's Town Report creation.

## **PUBLIC HEARING:**

Rate Increases for the Lancaster Transfer Station (Proposed Fee Increases Attached to Meeting Minutes).

Selectboard Chairman, Leon Rideout, opened the Public Hearing at 6:46 PM.

- Transfer Station Superintendent Brian Patnoe explained the reasons for the increases
  - Construction/Demolition disposal will cost the Town about \$10,000.00 this year. That should be at least a break-even cost. There are no plans to increase Town Bag costs at this time.
  - Some of the proposed fees are new to us but because they cost the Town money to dispose of the items the fees are to at least cover those costs. Examples are fire extinguishers cost \$5.00 and smoke detectors cost \$10.00 to get rid of but there is not fee currently for them.
  - Lancaster is not permitted to accept out of Town material and after the first of the year that practice will cease.
- Alan Savage felt going from \$20.00 to \$30.00 for Demo was a substantial increase.
- Lucy Wyman commented that hopefully people would be more careful about what they throw out.
- Selectman Troy Merner stated the increased costs would be passed from contractors to their customers.
- Mr. Patnoe stated that with a proper scale the judging of quantity would be more accurate but for now they will have to judge each load based on material.
- Ms. Wyman asked if people could burn non-painted or non-pressure treated wood. Mr. Patnoe answered it was not allowed.
- Arlene Allin expressed her concern that there would be more garbage disposed of on the roadways if costs were increased.

Chairman Rideout closed the Public Hearing at 7:00 PM.

**A motion was made by Shane Beattie and seconded by Troy Merner to adopt the new Lancaster Transfer Station rates as proposed. All in Favor. Motion carried.**

**OLD BUSINESS:**

Review and approval of the December 6, 2021 meeting minutes.

**Motion made by Troy Merner and seconded by Shane Beattie to accept the December 6, 2021 meeting minutes. All in Favor. Motion carried.**

Sign Various Paperwork.

- The Selectboard signed various paperwork.

Public Access at the lagoons.

- Mr. Gaetjens-Oleson gave a brief history of the topic explaining the Selectboard, at a previous meeting, shut off access to the lagoon from the public, not allowing individuals to access the site to view birds as was previously allowed. There were also some questions raised about the Town's ownership and/or control of the lagoons. It was recently found the Town would be covered by NH RSA 508:14 limiting them from liability on open land.
- Chairman Rideout stated he would want an additional liability release completed by anyone who enters the facility if they do allow public access.
- Selectman Shane Beattie stated he did not want the lagoons open to the public. He feels there is a fence around the property for a reason.
- Selectman Merner stated he did not mind the public accessing the facility as long as they stay on the tails.
- Mr. Savage stated the Board should ask the state Electrical Inspector, Ken Vallery, if there should be unauthorized people around the solar array within the lagoons.
- Rob Christie asked if it would be possible to view birds from outside the fence if there was a viewing platform constructed.
- Dave Haas answered that a platform might be possible but it is hard to see the lagoon ponds from the ground outside the fence. He stated the Cornell University website has a page listing bird viewing areas and the Lancaster lagoons are considered a hot spot. He added the place can be busy. He also explained he just returned from Tucson, AZ and they allow the public into their wastewater lagoons.
- Arlene Allin stated the lagoons are an industrial site and should not be open to the public as it is not for birding.
- Mr. Haas explained there seemed to be two issues under consideration-will the public be allowed inside the lagoon fence and if not is there another place on the property the public can go to view the birds that visit the site.
- Chairman Rideout asked the Board if there was a desire to change the current status of the lagoon access and reopen it to the public. Both Selectman Beattie and Selectman Merner stated they did not want to change the status. Chairman Rideout explained the lagoons would continue to be closed but viewing could be done from the outside of the fence
- Mr. Gaetjens-Oleson stated the road on the left, right before the Allin's is owned by the Allins with the Town having a ROW for access. Signs will be placed there at some point

identifying it as off limits to unauthorized persons. He stated the driveway going into the lagoon is the Town's as well as the area around the fence. It is limited on the backside and the left-hand side.

- Chief Charbonneau asked the Selectboard to post what is allowed on boards at the lagoons so it is clear to the public.

Joe Hertel arrived and introduced himself stating he has lived in Lancaster since 2007. He has four kids between his own and step-kids and wants to join the Colonel Town Spending Committee to support the youth in Town.

- Chairman Rideout stated he historically has not supported filling vacancies on Boards as he does not feel it is good practice.
- Mr. Gaetjens-Oleson asked the Board to give him some guidance on when they would appoint people to Board vacancies so he can pass that information on to potential members as well as the Boards. He did not feel it was fair to either to have it be vague.
- Chairman Rideout recommended Mr. Hertel sign up and run for the election in March.
- Ms. Wyman asked why the Board would not just appoint Mr. Hertel and then have him run for the remaining term in March. She felt it would be more beneficial to him and the Board.
- Chairman Rideout answered he did not want it to look like the Board was supporting a candidate by appointing them before the election.
- Selectman Merner agreed that the perception could appear the Selectboard was handpicking someone for the spot.
- Mr. Savage asked Chairman Rideout if he would appoint a person to fill a Selectboard vacancy so there were not just 2 members-the minimum for a quorum.
- Chairman Rideout stated he would not consider appointing someone.
- Teri Bordenave stated the Selectboard should develop a policy concerning this issue so there is clarity.
- Richard Rochefort agreed a policy would be beneficial.

#### **NEW BUSINESS:**

Abatement for Nancy Cloutier-owns camper at Rogers Campground

- Mr. Gaetjens-Oleson explained that Ms. Cloutier was taxed on a camper sited at Rogers Campground although it did have a current registration and should not have been assessed for taxes. This occurred because the campground owner neglected to submit his list of seasonal campers as required each year.

**Motion made by Shane Beattie and seconded by Troy Merner to approve the abatement request for Nancy Cloutier. All in Favor. Motion carried.**

Phlume Media Estimate

- Mr. Gaetjens-Oleson read through the proposal from Phlume Media (Estimate Attached to Meeting Minutes) to continue to record and post the Selectboard Meetings. It also had pricing for live-streaming Town Meeting and filming Town Events if the Town wanted to engage in those services. He also summarized the viewing statistics provided by Phlume Media (Statistics Attached to Meeting Minutes).

- Chairman Rideout stated he supports continuing the meeting recordings until Town Meeting where an article should be voted on to see if the Town wants to continue it. He also supports the live-streaming of Town Meeting.

**Motion made by Shane Beattie and seconded by Troy Merner to have Phlume Media continue recording the Selectboard meetings until Town Meeting at the current rate per meeting. All in Favor. Motion carried.**

**Motion made by Shane Beattie and seconded by Troy Merner to approve Phlume Media's proposal to live-stream the 2022 Town Meeting. All in Favor. Motion carried.**

- Mr. Christie explained he felt the recordings were important because they were viewed by the newspapers so they could write articles for their papers.
- Mr. Gaetjens-Oleson replied that if the newspapers were using them to do their jobs then they should contribute to the cost of the recordings. He feels the Town taxpayers should not subsidize the tools the media uses to produce their product they sell and also expect the taxpayers to pay increasing amounts to put ads in those papers.
- Ms. Wyman asked if the Selectboard had a plan for how Town Meeting would run.
- Chairman Rideout stated the Town may need to utilize the school again.
- Mr. Christie stated the Town could use the SB2 form of Town Meeting where everything is voted by ballot and there is not a Town Meeting.
- Mr. Gaetjens-Oleson explained the Town cannot use SB2 as we are not authorized for that at this moment but the Town Office staff is beginning to have conversations on how to manage Town Meeting.

#### 2021 Encumbrances

- Mr. Gaetjens-Oleson stated there are some encumbrances in Departments he is notifying the Selectboard about.
  - Conservation Commission is encumbering \$4,400.00 to complete a study of the Page Hill and Fairgrounds wetlands complexes.
  - Highway Department is encumbering their money from the 1-ton warrant article (\$115,000.00) as well as an additional \$10,000.00 from their operating budget to go towards the purchase of that equipment. This is because it is not in and will come in for more than what was appropriated in the warrant.
  - Water Department is encumbering \$5,000.00 from their operating budget to pay for back ordered supplies.
  - Water Department is encumbering the remainder of their warrant article (\$56,890.00) to upgrade their SCADA system as the work was not able to be completed in 2021.
  - Sewer Department is encumbering the remainder of their manhole rehab warrant article (\$19,167.50) to continue that work in 2022 because they were not able to complete all the required work in 2021.
  - Sewer Department is encumbering \$10,800.00 from sewer line maintenance to pay for the removal of grit from the main pump station as that work was not able to get completely done in 2021.

- The Sewer Department is encumbering \$27,500.00 from their sewer line maintenance line to rehab additional manholes in 2022.
- Mr. Gaetjens-Oleson stated the main reason for most of these encumbrances is due to COVID creating supply shortages or disruption in work schedules.

Resignation letter from Michelle McVetty from the Trustees of the Trust Funds

- Mr. Gaetjens-Oleson stated Michelle McVetty has resigned from the Trustees of the Trust Funds because she has moved to Vermont. Jeff Gilman and Peter Riviere are the remaining members on that committee.

Letter from Rob Christie seeking appointment to the Budget Committee

- Mr. Christie explained he is seeking to be appointed to the Budget Committee to fill the outstanding vacancy. He stated he took offense to Chairman Rideout's previous statements about his own "personal opinion" during the Spending Committee discussion and that Chairman Rideout should not act personally but as a member of the Board.
- Chairman Rideout explained that when he references his personal opinion it is his opinion as an individual member of the Board and when the Board makes a decision he speaks for the Board. Chairman Rideout also stated he does not recall him ever supporting the appointment of someone to a Town Board outside of the election.
- Mr. Christie explained there is a precedence for appointing members outside the elections when Dana Southworth was appointed last year to fill a vacancy. He also said he would not be stepping in cold as he has some experience and background in finances and budgeting.
- Selectman Beattie stated that another individual was interested over a month ago but was told the Board would not consider appointing anyone so he did not submit his letter of interest.
- Mr. Savage questioned what the time of year has to do with appointing someone as no matter when it is done there could still be a perception that Selectboard is endorsing someone.
- Chairman Rideout asked if the Committee was close to being whole.
- Mr. Gaetjens-Oleson stated there is only one vacancy and the usual practice before any appointment is to get a recommendation from the Board/Committee in question. Mr. Christie's name has not gone to the Budget Committee for consideration.
- Mr. Christie asked for confirmation that no consideration would occur until the election? He repeated that he only wishes to use his experience to help the Committee. He also does not agree with the practice that the Budget Committee does not allow the public to speak at the meetings. He states most other Boards allow comment and discussion from the public.
- Selectman Merner explained he has had to attend many committee meetings throughout the State and he feels the Lancaster Boards/Committees allow more than others and he feels the limits on public comment is to ensure the process is efficient.
- Mr. Savage stated the past Chair of the Budget Committee also did not allow public comment or discussion.

**INFORMATION:**

NHDES letter regarding Air Permit Application for Ammonoosuc Asphalt, Inc.-653 Main Street  
(Attached to Meeting Minutes).

Building Permits

- Chris McVetty-16Railroad Street
- Yves Beaudoin-35 Wesson Road
- LRH-1, LLC-95/97 Main Street
- LRH-2, LLC-55 Main Street


**Motion made by Shane Beattie and seconded by Troy Merner to adjourn. All in favor.**  
**Motion carried.**

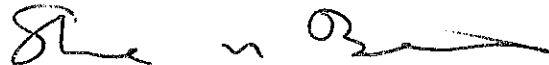
**Meeting Adjourned 8:17 PM.**


Respectfully submitted,

Benjamin S. Gaetjens-Oleson

Board of Selectmen                      Date: \_\_\_\_\_

  
\_\_\_\_\_  
Leon Rideout

  
\_\_\_\_\_  
Shane Beattie

  
\_\_\_\_\_  
Troy Merner

## Transfer Station Price Increases

### Tires

They just announced a price increase for tires starting in January 2022. While I don't think we will need to change registration fees, I do think we need to adjust what we charge for non-registered tires until 2023.

| <u>ITEM:</u>         | <u>NEW PRICE:</u>      | <u>OUR COST:</u> |
|----------------------|------------------------|------------------|
| Bicycle/Lawnmower    | \$3.00                 | \$3.00           |
| Passenger/Motorcycle | \$4.00                 | \$3.00           |
| Lg Truck             | \$20.00                | \$16.00          |
| Other                | Varies, Cost + \$10.00 |                  |

### DEMO/CUSTRUCTION

We are losing a good amount here. There are numerous reasons. Starting Jan there will be no large loads of out of town (will require form to fill out for each job). Price needs to increase some and we should start charging for ABC (Asphalt, Brick, Concrete). Also Bag prices need to go up.

| <u>ITEM:</u>      | <u>NEW PRICE:</u>           | <u>OLD PRICE:</u> |
|-------------------|-----------------------------|-------------------|
| Demo              | \$30.00/yd                  | \$20.00           |
| ABC               | \$30.00/yd                  | Free              |
| Shingles          | \$50.00/yd                  | \$36.00/yd        |
| Construction Bags | \$3 to \$5 (\$0.10 per lbs) | \$2 to \$3        |
| Toilet/Sinks      | \$5                         | \$5               |

### Demo Vehicle prices:

5.5 ft = 2 yds

6 ft = 2.25 yds

6.5 ft = 2.4 yds

8 ft = 3 yds

### BULBS/MISC

While we are losing a little bit here, it is not a big difference. Price change reflexes labor and ease of calculating. We used to calculate by linear feet (\$0.10 per ft).



| <b>ITEM:</b>             | <b>NEW PRICE:</b>     | <b>COST:</b> |
|--------------------------|-----------------------|--------------|
| Linear – Up to 4 ft long | \$0.50 each           | \$0.065/ft   |
| Linear – over 4 ft long  | \$1.00 each           | \$0.065/ft   |
| CFL's                    | \$0.25 each           | \$0.28 each  |
| U-Shape/Circular         | \$0.50 each           | \$0.28 each  |
| HID/Sodium               | \$1.00 each           | \$0.75 each  |
| UV Lamps                 | \$3.00 each           | \$2.00 each  |
| Smoke Detectors          | \$10.00 each          | \$10.00 each |
| Mercury Devices          | See Attendant         | (\$8.50/lbs) |
| Thermostats              | Free                  | Free         |
| PCB Ballasts             | \$5 each (\$1.25/lbs) | \$1.10/lbs   |

**ELECTRONICS**

This is another place we are losing a little bit from but not badly. There is no real set cost to each item so that is the real concern. If we get our scale certified, it will be easier to calculate price and would do \$0.20/lbs across the board for all ewaste. I would hold off until I do more research.

| <b>ITEM:</b>            | <b>NEW PRICE:</b>                 | <b>COST:</b>          |
|-------------------------|-----------------------------------|-----------------------|
| CRT's                   | \$0.50 per inch (Diagonal)        | \$0.20 per lbs        |
| Flat Screens            | \$0.25 per inch (Diagonal)        | \$0.20 per lbs        |
| Printers/Keyboards/misc | \$1 to \$5 each (depends on size) | \$0.14 per lbs        |
| Large Printers          | \$20 each                         | \$0.14 per lbs        |
| Computers/Laptops       | \$1 each                          | \$0.08 per lbs credit |

**OTHER FEES:**

| <b>ITEM:</b>           | <b>NEW PRICE:</b>                      | <b>COST:</b>              | <b>NOTES:</b>              |
|------------------------|----------------------------------------|---------------------------|----------------------------|
| Latex Paint            | \$5.00 per gallon                      | \$29 per 5 gallons        |                            |
| HHW (during event)     | 5 gal. free, after \$10 each 5 Gallons | \$29 per 5 gallons        | Businesses = \$40 per unit |
| Propane Tanks (>1 lbs) | \$5.00 each                            | \$0.50 - \$1 + P/U Charge |                            |
| Fire Extinguishers     | \$5.00 each                            | \$5.00                    |                            |

Phlume MEDIA  
 149 Main St  
 Lancaster, NH 03584  
 www.phlume.com



# Estimate

**ADDRESS**

Ben Gaetjens-Oleson  
 Town of Lancaster 25  
 Main Street  
 Lancaster, NH 03584

ESTIMATE # ToLa-21-073

DATE 12/06/2021  
 EXPIRATION DATE 12/31/2021

| DATE       | ACTIVITY                                       | DESCRIPTION                                                                                                                                                                                                                                                                  | QTY | RATE   | AMOUNT   |
|------------|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|----------|
| 01/03/2022 | <b>Municipal Video Coverage - Standard</b>     | <b>**Adjusted**</b><br>Includes up to 4 hours of employee time for set up, filming, editing, processing, live streaming, video categorization online. 2 mtgs per month x 3 months, pricing through March 2022, per 2021 Contract                                             | 6   | 200.00 | 1,200.00 |
| 01/03/2022 | <b>Municipal Video Coverage - Extended</b>     | <b>--OPTIONAL--</b><br>Includes up to 6 hours of employee time for set up, filming, editing, processing, video categorization online. Used for specialty events, town parades, additional coverage outside of standard meetings.                                             | 0   | 360.00 | 0.00     |
| 03/19/2022 | <b>Municipal Video Coverage - Deliberative</b> | <b>--Optional --</b><br>Town Meeting Livestream in March 2022. Includes up to 10 hours of employee time for set up, filming, editing, processing, live streaming, video categorization online. Includes multiple cameras (up to 3), audio, and live streaming access online. | 0   | 850.00 | 0.00     |
| 04/04/2022 | <b>Municipal Video Coverage - Standard</b>     | April through December 2022, Standard Rate.<br>Includes up to 4 hours of employee time for set up, filming, editing, processing, live streaming, video categorization online. 2 meetings per month x 9 months                                                                | 18  | 240.00 | 4,320.00 |

**--ADJUSTED RATE--**

\$200 Price WILL continue through March 2022 Town Meeting for Selectboard meetings, if elected.

\*\*Not Contracted at this time.

TOTAL

**\$5,520.00**

Standard rate of \$240/mtg begins in April through remainder of 2022.

Livestream and/or recording of Town Meeting, additional meetings, or extended/specialty meetings is available for optional rates listed.

Accepted By

Accepted Date

|                               |              |             |                  |         |          |           | Total Time              | 12:20:00 |
|-------------------------------|--------------|-------------|------------------|---------|----------|-----------|-------------------------|----------|
| <b>Lancaster</b>              |              |             |                  |         |          |           | Total Mtg Views:        | 214      |
| <b>10 Meetings + Town Mtg</b> |              |             |                  |         |          |           | Average Views:          | 21       |
|                               |              |             |                  |         |          |           | Avg Viewership of Video | 0:08:42  |
|                               |              |             |                  |         |          |           | Avg Viewership %        | 24%      |
| Meeting                       | Meeting date | Upload Date | Views            | Length  | Avg View | % of View |                         |          |
| Selectboard                   | 12/6/2021    | 12/8/2021   | 5                | 0:25:30 | 0:06:31  | 26%       |                         |          |
| Selectboard                   | 11/15/2021   | 11/17/2021  | 18               | 0:47:02 | 0:09:01  | 19%       |                         |          |
| Selectboard                   | 11/1/2021    | 11/4/2021   | 20               | 0:13:25 | 0:04:41  | 35%       |                         |          |
| Selectboard                   | 10/18/2021   | 10/18/2021  | 16               | 0:33:49 | 0:10:44  | 32%       |                         |          |
| Selectboard                   | 10/4/2021    | 10/5/2021   | 17               | 0:33:19 | 0:07:20  | 22%       |                         |          |
| Selectboard                   | 9/20/2021    | 9/24/2021   | 12               | 1:03:41 | 0:08:19  | 13%       |                         |          |
| Selectboard                   | 9/5/2021     |             | * missed meeting | 5:47:02 |          | N/A       |                         |          |
| Selectboard                   | 8/16/2021    | 8/18/2021   | 20               | 0:48:27 | 0:14:24  | 30%       |                         |          |
| Selectboard                   | 8/2/2021     | 8/3/2021    | 25               | 0:46:36 | 0:08:53  | 19%       |                         |          |
| Selectboard                   | 7/19/2021    | 7/20/2021   | 54               | 0:31:30 | 0:08:49  | 28%       |                         |          |
| Selectboard                   | 7/6/2021     | 7/7/2021    | 27               | 0:49:39 | 0:08:16  | 17%       |                         |          |
| town mtg - live               | 3/13/2021    | 3/13/2021   | 68               |         |          |           |                         |          |

|                                   |              |             |       |         |          |           | Total Time              | 18:37:58 |
|-----------------------------------|--------------|-------------|-------|---------|----------|-----------|-------------------------|----------|
| <b>Littleton (as comparrison)</b> |              |             |       |         |          |           | Total Mtg Views:        | 317      |
| <b>12 meetings + Deliberative</b> |              |             |       |         |          |           | Average Views:          | 26       |
|                                   |              |             |       |         |          |           | Avg Viewership of Video | 0:12:31  |
|                                   |              |             |       |         |          |           | Avg Viewership %        | 13%      |
| Meeting                           | Meeting date | Upload Date | Views | Length  | Avg View | % of View |                         |          |
| Selectboard                       | 12/13/2021   | 12/15/2021  | 45    | 1:23:49 | 0:11:01  | 13%       |                         |          |
| Selectboard                       | 11/15/2021   | 11/16/2021  | 16    | 1:33:00 | 0:08:43  | 9%        |                         |          |
| Selectboard                       | 11/8/2021    | 11/9/2021   | 25    | 1:23:08 | 0:18:05  | 22%       |                         |          |
| Selectboard                       | 10/25/2021   | 10/27/2021  | 13    | 2:10:38 | 0:21:36  | 17%       |                         |          |
| Selectboard                       | 9/27/2021    | 9/29/2021   | 28    | 3:07:59 | 0:28:59  | 15%       |                         |          |
| Selectboard                       | 9/13/2021    | 9/15/2021   | 17    | 1:38:03 | 0:10:35  | 11%       |                         |          |
| Selectboard                       | 8/23/2021    | 8/24/2021   | 19    | 1:06:21 | 0:08:31  | 13%       |                         |          |
| Selectboard                       | 7/26/2021    | 7/30/2021   | 39    | 2:12:12 | 0:08:48  | 7%        |                         |          |
| Selectboard                       | 6/28/2021    | 6/29/2021   | 39    | 1:01:53 | 0:06:50  | 11%       |                         |          |
| Selectboard                       | 5/24/2021    | 5/26/2021   | 15    | 1:38:29 | 0:12:03  | 12%       |                         |          |
| Selectboard                       | 5/10/2021    | 5/11/2021   | 39    | 0:17:14 | 0:01:54  | 11%       |                         |          |
| Selectboard                       | 4/26/2021    | 4/28/2021   | 22    | 1:05:12 | 0:13:07  | 20%       |                         |          |
| Littleton Deliberative            | 2/4/2021     | 2/4/2021    | 91    |         |          |           |                         |          |



The State of New Hampshire  
**Department of Environmental Services**



**Robert R. Scott, Commissioner**

December 13, 2021

Charity Baker, Town Clerk  
Town of Lancaster  
25 Main Street  
Lancaster, NH 03584

**Re: Application for Air Permit  
Ammonoosuc Asphalt Inc., 653 Main Street, Lancaster, New Hampshire  
Facility Identification #3300700109; Application #21-0177**

Dear Ms. Baker:

The New Hampshire Department of Environmental Services (NHDES) has received an application for an air permit for the facility referenced above. NHDES is transmitting a copy of the application to you in accordance with the New Hampshire Code of Administrative Rules Env-A 621.07, *Public Access to Information*. Env-A 621.07 requires that NHDES transmit a copy of an application for an air permit to the municipality in which the facility is or is proposed to be located.

When NHDES has completed its review of the application, we will publish a public notice of our decision to issue, amend, or deny the permit. NHDES will transmit a copy of the decision, draft permit if applicable, and public notice to you. At that time, the public, including the municipality, will be invited to comment on NHDES's draft decision.

If you have any questions regarding the application or the permitting process, please contact Barbara Georgitsis of the Air Resources Division, Permitting and Environmental Health Bureau, by phone at (603) 271-0235 or by email at [Barbara.A.Georgitsis@des.nh.gov](mailto:Barbara.A.Georgitsis@des.nh.gov).

Sincerely,

**Todd A. Moore**

Todd A. Moore  
Air Permit Programs Manager  
Permitting & Environmental Health Bureau

Digitally signed by Todd A.  
Moore  
Date: 2021.12.10 08:41:48  
-05'00'

By certified mail #7006 2760 0000 9986 8170

Enclosures: Application for air permit  
cc: Ammonoosuc Asphalt Inc. w/out enclosures