

## MINUTES

**SELECTMEN'S MEETING  
TOWN HALL**

**August 1, 2022  
6:30 PM**

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### **ATTENDEES:**

Selectman Shane Beattie      Selectman Leon Rideout  
Town Manager Benjamin Gaetjens-Oleson      Charity Baker      Michael Nadeau  
Department Heads      Members of the Public      Phlume Media

The meeting was called to order at 6:45 p.m. by Selectman Shane Beattie.

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC HEARING: Acceptance of Unanticipated Revenue over \$10,000.00**

- Shane opened the public hearing to accept a NH Department of Justice Grant in the amount of \$70,815.78. It was explained the grant is to purchase an additional cardiac monitor and a portable ventilator. Rob Christie asked if this is an additional monitor or is the Town going to save \$35,000. Randy stated this monitor is for the Community Paramedicine Program that was just approved. There was no other public input. Shane closed the public hearing.

**Motion made by Selectman Rideout and seconded by Selectman Beattie to accept the NH Department of Justice Grant in the amount of \$70,815.78 and authorize Town Manager Benjamin Gaetjens-Oleson to sign any and all paperwork associated with the grant.**

### **DEPARTMENT HEAD UPDATES:**

**Fire Chief Randy Flynn** reported they responded to 78 911 calls and 110 transfers over the past month. He is working on getting prices for new ambulances for the upcoming 2023 budget cycle. He mentioned that if a truck is ordered now it will be 18 to 24 months before it gets here. The ambulances they ordered in March are not going to get here until next year. He would like to negotiate with the salesmen to work out a deal to order the ambulance with no obligation to buy if it doesn't pass at Town Meeting.

Randy also reported they had another opportunity to save money by ordering another round of free masks, gowns, and gloves from the State.

He also wanted to let everyone know they had a code save at Shaw's over the weekend and he is very proud of the crew.

**Land Use Coordinator Robin Irving** reported she has been working with the University of North Carolina on water/sewer rates which will go hand in hand with the asset management plan. At this point if they did a rate increase in one year, it looks like the rates would increase approximately 30 percent to cover the budget. She is looking at different rate structures and hoping they will have a presentation put together for the next budget meeting.

The asset management plan has some items that they are looking to buy and she has been getting quotes on those. One is the docking stations that Timmy will be able to put his devices in, another is a GPS handheld so they can measure the service lines and a line locator with a transponder. She

spoke with Cartographics and we can upload all the GPS data which can be added to the Town's maps. She asked them for a quote for digital mapping. She mentioned that Horizon has saved everything in a CAD file so Cartographics would not be starting from scratch.

She is also going to be submitting an application for the Source Water Protection grant for fencing around our source water along with some sort of security camera system that can be tied into the broadband that Timmy just had installed at the water plant.

Lastly, Invest NH money just came out of the Bureau of Economic Affairs and announced the grant money is available for planning and zoning specifically to redo site plans, subdivision plans and zoning ordinance so they would all reflect a more facilitated procedure for housing projects. One part of the grant is the Town will get \$10,000 per new unit developed in Town. She has been keeping track with the help of CEDC of those developers that are doing housing projects. She assisted PAK Solutions with their application and they are looking at 14 new units. Mollie-Ann White is looking to change her single family house into a 3-unit house and there are couple more that she is waiting on.

There is also a housing needs assessment portion of the grant, however North Country Council has recently done one for the region which incorporates the issues that Lancaster has so she may be able to get that waived and move right into the plan development phase.

**Transfer Station Supervisor Brian Patnoe** reported that Household Hazardous Waste day is Saturday, August 6<sup>th</sup> from 11 a.m. to 3 p.m. This year the charge is \$30 a unit and a unit is up to 5 gallons and every resident can bring up to 20 gallons.

He also reported DES came and performed an inspection. They have given 3 weeks to fix the issues found or come up with a plan to fix the issue. There are a couple items that will take a year or 2 years to fix.

The DES 10-year Public Waste plan is out for public comment. Brian feels it was rushed and is disappointed they didn't go farther where we are running out of landfill space.

On an average work day they recycle 2,161 pounds of just cardboard which equals \$160 a day in revenue.

**Recreation Director Eli Vincent** reported the Safe Haven numbers have been fluctuating due to sickness and vacations. The water carnival will take place Wednesday, August 3<sup>rd</sup> from 1:30-4 p.m. The tennis court is going to be resurfaced. New crash bars have been installed on all the doors. Soccer signups are out and they are looking to start a little earlier this year to give the kids more playing time. The pool is going really well. People have been asking if the pool could be open every night which they are going to look into for next year.

**Highway Foreman Tim Brown** reported they have been busy working with the water/sewer department and working on the catch basins now and the road side mower will be here in the next week or two.

He mentioned he received four new paving bids, Pike's bid came in the lowest at \$166,541 and Central Paving was the highest at \$189,300, so he has informed Pike to put us on their list for September. They will be paving Railroad Street and Stockwell Road.

**Motion made by Leon and seconded by Shane to accept bid from Pike for the paving. All in favor. Motion carried.**

**Water/Sewer** – Supervisor Timmy Bilodeau was on vacation so Ben reported on his behalf. He reported the department has been busy installing the slip lining on the sewer line on Main Street and they had enough that they also could do a portion on Railroad Street. The department is going to go back to working 5 8-hour days because the 4 10-hour days did not work out for them.

**Police** – Chief Tim Charbonneau is also on vacation so Ben reported, the department wrapped up the block party and road race. They have been helping at the courthouse during the current court case and are preparing for the fair.

**Library** – Barbara was unable to attend however Ben did mention the summer programs are going well and they have had good numbers attending.

**OLD BUSINESS:**

- Review and approval of the July 5, 2022 meeting minutes.

**Motion made by Leon and seconded by Shane to approve the July 5, 2022 meeting minutes. All in favor. Motion carried.**

- Sign timber tax warrant – Hampton, Tax Map R07, Lot 026. 5 acres were cut. Total \$373.11
- Fireworks ordinance – Ben believes he included all the changes that were requested at the previous meeting. He also added a description of what are permissible fireworks and mentioned there will be a deadline for submitting applications. Permits must be applied for no later than 14 days prior to the display. If the applicant is not the owner of the property, they must have notarized written permission from the property owner.

Leon mentioned he still has an issue with requiring people to submit a copy of their receipt to show they purchased from a NH license dealer. There was discussion on whether that requirement should remain in the ordinance. Leon stated he would like requiring a receipt and purchasing from a NH retailer removed from the ordinance.

Ben also mentioned there would be a fine assessed if ordinance is violated. There was a lot of discussion regarding the violation and whether there could be an alternative violation in place of a monetary fine. It was asked how will it be determined who does or doesn't get fined. It will be left to the discretion of the police and fire departments as all other fines are.

The board asked Ben to make the requested changes and bring the updated draft to the next meeting.

- Lorraine Merrow sewer line reimbursement – Ben mentioned Lorraine was going to come in and show him the pictures of her sewer line and she didn't show. She believes the edge of the road to the main sewer line should be the Town's responsibility to repair/replace. Ben cited the sewer ordinance which states the cost to repair/replace is the property owners responsibility from the sewer main to the home. He mentioned Tim Bilodeau stated there was root infiltration. He spoke with the contractor and they reported there was root

infiltration in the joints. Ben mentioned he also spoke with the surrounding towns and their regulations read the same as ours.

**Motion made by Leon and seconded by Shane to deny Lorraine Merrow's request for reimbursement on the repair to her sewer line. All in favor. Motion carried.**

- Public Access at the Lagoons property - Ben would like the board to take a vote on what they want to allow for access at the lagoons. Ben read the discussion that took place at the December 20<sup>th</sup> meeting however no vote was taken to allow people to the left side of the road which is town property. Shane asked if all the signage that was recommended installed and Ben stated it was.

**Motion made by Leon and seconded by Shane to allow public access to observe birds from the outside of the fenced area of the lagoons. All in favor. Motion carried.**

- Deed list – Charity and Ben reviewed the properties that are up for deeding on September 24, 2022. The board advised them which properties they will sign deed waivers and which shall be deeded if the taxes are not paid per the deed notice.

**NEW BUSINES:**

- Acceptance of donation to the Police Department – The police department received a \$1000 donation from Lawrence Reeve, thanking them for making time for a special detail on June 18<sup>th</sup>. The department would like it deposit the donation in the PAL account.

**Motion made by Leon and seconded by Shane to accept and deposit the \$1,000 donation from Lawrence Reeve into the PAL account. All in favor. Motion carried.**

- Water/Sewer truck – Ben went over the process Timmy Bilodeau has gone through to obtain bids for a new truck. He has not been able to find one in the area for under \$50,000 so when he found a truck at O'Connor GMC Truck dealership in Maine for under \$50,000, he jumped on purchasing it even though it was outside the bidding area. Ben stated it will suit their needs very well.
- Fuel & Propane bid requests will go out this week. Ben read the letter that will go out to the local companies and the newspaper. Leon mentioned the letter should mention that the prices should include any other fees and taxes.
- Winter sand bid requests will go out this week. Tim Brown reported having left over from last year so he is only requesting 4,500 tons for this year.
- Municipal Bridge Aid – Ben mentioned it looks like the Town will receive approximately \$135,000 that can be used for bridge maintenance and repair. He would like to use some of the funds to replace the decking on the Mechanic Street bridge at the same time the repairs are being made from the truck damage since it will already be closed. It is going to be \$45,000 to repair accident damage which will be covered by our insurance company who in turn will collect from the trucking company's insurance company. The decking will cost approximately \$35,000 and he would like to put the remaining \$100,000 into the Bridge Capital Reserve Fund. Ben would also like to put an article in the warrant at Town

Meeting granting the Board of Selectmen as agents to expend for the Bridge Capital Reserve Fund.

- Highway Block Grant Aid - Ben mentioned the Town will receive roughly an additional \$100,000 in Highway Block Grant Aid this year to use towards roadways or equipment used for roadway maintenance.

#### **INFORMATION:**

- Planning Board meeting to be held August 10, 2022 at 6:30 p.m. at the Town Hall, 2<sup>nd</sup> Floor.
- Zoning Board meeting to be held July 27, 2022 at 6:30 p.m. at the Town Hall, 2<sup>nd</sup> Floor.
- Letter from Roberts & Greene the Town's auditors letting the Town know that Tamar Roberts is retiring as a partner in the firm and her partner Tim Greene will now be the contact for the Town.
- Ben read the letter he sent to the Mount Washington Regional Airport in response to their dues and appropriation requests. Rob Christie mentioned the last couple years there has not been an airport representative and he would like to offer to fill the position. Ben thinks he would like to wait to see if they are going to keep us as a member of the airport.
- DRA sent a letter regarding SB239 being signed into law. The statute requires the Town to provide to the Department of Revenue notice and copy of any audit required and DRA is authorized to collect a fine for noncompliance.
- NH Lottery sent a letter of recent changes to KENO 603. The law expands the sale of KENO 603 beyond taverns and restaurants to any location that sells lottery tickets in the cities and towns that voted to approve KENO 603.
- NHDES Temporary Groundwater Discharge Permit Application was submitted for 29 Brickyard Road
- NHDES Application for Air Permit was submitted by Weeks Medical Center at 173 Middle Street
- Riverbend Local River Subcommittee report stating recommended recertification conditions for the 15 Mile Falls Project. Rob Christie reviewed the process for recertification. He also mentioned if the dam is going to have an impact on our river, then they should fund the mitigation programs and make the funds available. He also mentioned the other thing that makes sense is to spend some money to make river access more feasible. He let the board know that there is still another spot for a representative from Lancaster if anyone is interested.
- Land Use Permits –
  - Colles C Stowell, Jr, 31 Martin Meadow Pond Road – Demolish 2 existing sheds/garages and replace on concrete slab and frost wall with stick-built 26'x36'x19'3" garage with 3-9'x9' OHDs, metal roof, electricity and attic storage. No water or sewer. Extension of existing footprint.
    - Shall dispose of demo debris in accordance with NHRSA 141-E and NH Code of Admin. Rules Ch. Env-A 1800
    - Not permitted as a dwelling unit/area

- Raymond Berthiaume, 52 Arthur White Road – Construct stick-built 12'x12'x10' pole barn/horse shelter with metal roof situated on SonaTubes/piers as extension of existing pole barn toward lot frontage, no water/sewer nor heat.
  - Not permitted as a dwelling unit/area
- Petros Hatzigeorgiou dba SMS Pizza LLC, 281 Summer Street – Construct A) stick-built 6'x16'x8' vestibule with metal roof on concrete pad located over front glass-door entry; and B) 6'x'16'8' stick-built framed-in pre-fab walk-in on concrete pad with doorway cut into exterior of existing building.
  - Not permitted as a dwelling unit/area
  - Shall be compliant with all building, life & safety codes and allow inspection of premises for said compliance
  - Shall ensure all required building setbacks will be met prior to construction
  - Shall build pursuant to the building codes both structures/additions on permanent concrete slab foundations that shall be inspected & approved by Lancaster Fire Department personnel
  - Shall provide to the Town of Lancaster as-builts in both digital and hard-copy
- Chamberlin Enterprises LLC/Richard Q Chamberlin Jr. – Installation of a 14kW automatic standby 25.3"X48.3"x29.25" LP Generac Guardian series generator onto picture-framed PT timber pad approximately 4' off house on right and 200SE transfer switch attached to existing panel
  - Generator installation shall be inspected and approved by the Lancaster Fire Department and said approval shall be submitted to the Town of Lancaster prior to operation
- Beverly Gesel & Cody Charron, 79 Garland Road – Construct 3BR/2BA 28'x56'7" MasterCraft Langdon modular ranch home on full concrete basement foundation; 8'x12' wooden deck on pylons off sliding door; well and septic
  - Building shall be brought up to current life/safety codes
- Thadeus D & Trevor B Presby, 243 Main Street – Construct masonry 16'8"x42' soft cloth automatic wash-bay addition on concrete slab extending 4'6" on right convenience-store boundary
  - Shall be compliant with terms of variance approval in Lancaster Zoning Board Case #536
  - Shall coordinate with Lancaster Water & Sewer Department for approval of all water, stormwater, and grit management plans prior to re-paving of lot
- Mollie-Ann White, 15 Church Street – (amended for housing grant application) – Conversion of existing garage and first floor off deck into a 1-bedroom ADU with kitchen and living room; convert single family dwelling into 2BR rental units on 1<sup>st</sup> and 2<sup>nd</sup> floors. Plumbing, electrical upgrades. No change in footprint
  - Shall dispose of demo debris in accordance with NHRSA 141-E and NH Code of Admin. Ch. Env-A 1800
  - Building shall be brought up to current life/safety codes

- Emil & Joyce Dupont Jr dba Dupont's Auto Clinic, 334 Portland Street – Replacement of existing 12'x20' deck with stick-built 12'x20' enclosed porch on piers with metal roof and 2-foot-wide running deck; footprint changes by 2 feet
- Sign Permits –
  - Lancaster Estates MHP LLC, off Summer Street, Tax Map P05, Lot 024.

Public input – Alan asked if the board members are going to participate in the planning and zoning meetings. He feels the chairman is taking liberties he shouldn't be taking. He mentioned there were several things handled inappropriately at the last meeting. He feels they need to get a handle on the meetings.

Rob wanted to share that he feels that the once a month meetings are a bit much and he thinks some things may be piling up and not being handle in the timely manner. Leon mentioned it was an experiment and they will take everything into consideration.

Stewart Weeks wanted to share with the board that our bank accounts regardless of what bank they are in are not owned by us as businesses or individuals, they are in fact owned by the banks. People are merely account holders. He feels we are heading for some challenging times. If our own accounts and funds are not ours, we are going to get a wake-up call. He would be happy to discuss further with the Town Manager or Board of Selectmen.

Jim McLaren asked about Frank Hoganson Day which in the past was a day dedicated to cleaning up the community. He wonders if it was an official event that has gone away and wondering if it should be brought back. Leon said he is not sure it was ever an official town event. Ben mentioned Brian Patnoe, the Transfer Station supervisor has been talking about bring that back and making it a potential community day.

**Motion made by Leon and seconded by Shane to adjourn. All in favor. Motion carried.**

Respectfully submitted,

Charity M. Baker