



Board of Selectmen's Meeting

Rindge Town Office

Date: May 21st, 2025

MEETING MINUTES

Present: Chairman, Bob Hamilton, Vice Chair, Tom Coneys, Selectboard Member, Larry Cleveland, Interim Town Administrator, Roberta Oeser, Executive Secretary, Victoria Stenersen, and members of the public.

The meeting opened at 5:30 p.m. Bob motioned to enter a non-public session per RSA 91-A:3 II (a) & (b), seconded by Tom. Roll call vote: Bobe-aye, Tom-aye, Larry-aye.

Bob re-opened the public session with the Pledge of Allegiance at 6:13 p.m. No motion was made to seal the minutes of the non-public sessions.

Selectmen's Announcements: Bob announced that the Rindge Memorial Day Parade hosted by the Veterans Association is on Monday, May 26th. Hot Dogs and Hamburgers will be served starting at noon on the common, and parade proceedings start at 1:00 p.m. Dan Bemis is looking for volunteers to set up for the parade at 10:00 a.m.

Payroll: Bob motioned to accept the Payroll for 05.15.2025 & 05.22.2025. Seconded by Tom, it passed 3-0.

Accounts Payable: Bob motioned to accept the Accounts Payable for 05.15.2025 & 05.22.2025. Seconded by Larry, it passed 2-0-0.

Minutes: Bob motioned to accept the minutes from 05.07.2025. Seconded by Tom, it passed 3-0. Tom motioned to accept the minutes from 04.23.2025, as amended at the last meeting. No second. Bob stated that he objects to the relevancy of the comments included about a member of the public. The minutes were tabled. Roberta mentioned she corrected the typos in the minutes from 05.07.2025.

Citizen's Forum: Bob opened the forum at 6:20 p.m. by reading the rules of the forum and closed the forum at 6:27 p.m. Pat Martin, Farrar Road, stated the production of Annie by the Conant Middle-High School, directed by Carrie Swift, was excellent. The Conant Pops Concert is on Thursday, May 22nd at 6:00 pm at the Pratt Auditorium. On Saturday, May 24th and Sunday, May 25th, there is a Car Wash to benefit the Conant Middle-High School at All Town on 50 Peterborough Street in Jaffrey, NH. On Wednesday, May 28th, there is an RMS Band and Chorus Concert at 5:30 p.m. in the Rindge Memorial School Gymnasium. The Conant Middle-High School was awarded the NH High School of Excellence for 2025.

Karl Pruter, Jowders Cove Road, announced there is a Pancake Breakfast to raise funds for the Rindge Firefighters' Association on Saturday, June 7th, from 7:00 am to 11:00 am at the Rindge Fire Station. There was a discussion about announcing it on the electronic bulletin board but it is currently designated for emergency purposes and town business only.

Judy Unger-Clark, Fitzgerald Road, announced the Ingalls 1894 Association will be taking part in NH Gives from Tuesday, June 10th, through Wednesday, June 11th.

Debbie Qualey, Meadow View Road, stated that if the policy changes on the electronic sign, the Rindge Women's Club would be interested in using the sign.

Old Business:

Revised Franchise Agreement – Charter Communications: Bob motioned to accept the Charter Communications Franchise Agreement as revised by the Town Council. Seconded by Larry, it passed 3-0. Bob motioned to authorize the chair to sign the agreement. Seconded by Larry, it passed 3-0.

Town Administrator Job Search Update: Roberta requested to rewrite the advertisement for the position to create a condensed version due to the high cost. Once it is rewritten, she will send it to the board for edits. The board agreed. Roberta also requested advertising the position as full-time with a four-day work week and adding a wage range. Bob stated that the wage rate is based upon experience and should be posted as such.

LCHIP Update: Roberta stated that the LCHIP portal was reopened to make corrections, and the dental molding was approved with the change order. Once the project is completed by Tim Stebbins, she can close it out. She asked them to have the project completed by June 30th.

Health Insurance Issues Update: Roberta stated there have been no new complaints. Everyone has their Primary Care Physician (PCP) information and number in the Health Trust portal, except for one employee, as he does not have a PCP.

Fire Chief Job Description – Schedule Meeting to Review: The board agreed to meet at 3:30 pm on Wednesday, May 28th, 2025, to discuss.

New Business:

Request from DWP Director and Cemetery Trustees for Charge Increase for Lots and Burials at Hillside Cemetery: Mike requested to increase the price of the full lots from \$400 to \$650, and the cremation lots from \$200 to \$350. He also requested to increase the price of full burials from \$400 to \$500 on weekdays, from \$500 to \$600 on weekends, and from \$750 to \$800 on holidays, the price of burial for ashes on weekdays from \$150 to \$200, weekends from \$250 to \$300, and holidays from \$450 to \$500. There was no proposed increase for child burials. Bob asked if they could only sell the lots to Rindge residents or to families that are already buried in Rindge, and asked Roberta to investigate it. Bob motioned to increase the prices as recommended by Mike Cloutier. Seconded by Larry, it passed 3-0. Tom asked to add language to discourage people from having burials on Sundays and holidays. Mike stated that they do not have burials on Sundays, they rarely have burials on holidays, and they always encourage customers to move weekend burials to a weekday.

Paving Bid Recommendation from DPW Director: There were 4 bids given – All-State Construction Inc at \$93.70 per ton, P.J. Keating Co. at \$111.00 per ton, Busby Construction at \$116 per ton, and R Cooper and Sons Paving at \$112 per ton. Mike recommended going with the All-State Construction bid at \$93.70 per ton for asphalt paving. Bob motioned to accept Mike's recommendation. Seconded by Tom, it passed 3-0.

Transfer Station Roof Replacement Needed: Mike stated that the metal roofing on the Transfer Station needs to be replaced as it is rotted out and no longer feasible to patch. The roof would only be replaced on the main building. He requested to put the replacement out to bid, and the funds to come from the Town Buildings Maintenance Capital Reserve Fund. He added he is unsure of the amount in the account but will check. Tom asked if it could come out of the Transfer Station revolving fund. This was dismissed because the revolving fund is designated for the daily operation of the transfer station. The board agreed to allow Mike to put out a bid.

Smith Pavilion Restoration Work Needed: Mike is working with a local contractor, Peter Letourneau, on how best to repair the pavilion. What needs to be replaced are the main beams and posts, the top boards of the flooring, and the roof. For the main beams and posts. Mike would like to replace the flooring and around the base of the pavilion with plastic material and use pressure-treated wood for the beams and posts with a plastic sleeve to go around to protect the wood. He is unsure of the cost but can put together a bid to detail the specifications of the material and amount. Larry asked if the pavilion could still be used on Memorial Day. Mike said it will be okay, but the project needs to be completed this summer if they want to use the pavilion next season. He added that there are only a few hundred dollars in the fund specifically for the pavilion. Roberta said she will investigate funding. Bob asked if Mike could come up with a temporary solution with

Pete and an overall estimated cost for the temporary project and the full restoration. There was a discussion about the Buswell Hardy Trust. Debbie Qualey suggested that there are many organizations in town that have funds that can put money towards the project and suggested setting up a fund for that specific purpose.

Special Event Request for Farmer's Market: Michael LiPetri, Highland Drive was there as a representative of the Farmer's Market. There was a discussion about traffic patterns and parking on the West Common. It was agreed that Michael would reach out to ATA Construction to request to use their parking lot, parking on the grass would be discouraged for customers and allowed for vendors, and no parking would be allowed along or across from Route 202 for safety purposes. Larry suggested temporarily shutting down a portion of Bradford Street during the market, but they would need approval from the Fire and Police Chiefs. There was a discussion about alternate locations. Bob said they can do a trial run for a month or so and re-evaluate if needed. Bob motioned to grant permission for the Farmer's Market on the West Rindge Common on Saturdays from 9:00 am to 12:00 pm with tentative approval. Seconded by Larry, it passed 3-0.

Discuss and Set Procedure for Hiring for All Departments: Tom requested the procedure to be printed for hiring from Roberta, and it was not produced. There is no official, written personnel policy. He recommended having the Board review the applications for qualifications. He read a response from the NHMA attorney about the Board of Selectmen's scope for hiring. Larry stated that the department heads work under the Selectboard's direction while the employees of the departments work under the department heads' direction. Roberta stated that many of the duties given to the selectmen by law in RSA 41:8 are delegated to the department heads in their job descriptions, but that can be changed. Tom stated he would still like to see the application and personnel file for the DPW that he requested. Roberta stated this was added to the agenda so the board has a written policy for all the departments, because there has only been a standard of practice. Bob stated that he has never reviewed an employee's application unless it was for a department head. He added that Tom has the right to make a request to view the application and personnel file with the person in charge of Human Resources.

Town Clerk Request to Increase Dog License Fees by \$1.00 (State has increased what is charged to the Town): Roberta stated that the State is reducing the elderly fee, but is increasing the general population fee. And the other town clerks in NH recommended that Shana Eichner increase the fee to keep up with the costs. Bob motioned to increase the Dog License Fee by \$1.00. Seconded by Tom, it passed 3-0.

Any Other Official Business:

Intent to Cuts: Map 2 Lot 61-1 on Forristall Road & Map 6 Lot 50-9 off Hunt Hill Road: Both Intent to Cuts have been reviewed by the Conservation Commission. Tom motioned to accept the two Intent to Cuts as written above. Seconded by Bob, it passed 3-0.

Ambulance Bill - \$11,000: Roberta stated that Rick needs to investigate a recently mailed bill of \$11,000 from Peterborough Ambulance Service, as there were dates from 2024 on the bill. Laurie May had set up a separate budget line for the ambulance, but there is no money in it, so it needs to be transferred first from one line to another.

Informational Items, Communications, & Updates:

Town Gown Meeting Update: Bob announced that the FPU alumni weekend is Friday, June 6th, through Sunday, June 8th. The Franklin Pierce baseball team has finals Thursday, May 22nd, through Saturday, May 24th. There is also a new CFO, Alex Moat, their new controller is Amy Gordon, they will have in-house Campus Safety, and the new Facilities Director will be Sandy Kibby, because the current director, Doug Lear, is retiring. During the commencement debrief, the Police and Fire Chiefs mentioned they had an issue with the curbing. Painting the curbing needs to be done by the University, and more cones and signs need to be placed. Police recommended having one more officer next year. The move-in date for the university is August 23rd.

Tom asked for the existing Job Description for the Fire Chief before the work meeting on Wednesday.

Adjournment: The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Victoria Stenersen

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Executive Secretary