Board of Selectmen's Meeting
Conference Room at Rindge Town Offices
Date: Wednesday, August 26th, 2026
Time: 4:00 pm

MEETING MINUTES

Present: Chairman Larry Cleveland, Vice Chair Bob Hamilton, Selectboard Member Tom Coneys, Town Administrator Max Vandervliet, Executive Secretary Victoria Stenersen, Assessing Clerk Jennifer Helsel, and members of the public: Craig Clark, Judy Unger-Clark, Karla MacLeod, David Drouin, Tina Sbrega, Karl Pruter, Michelle Cleveland, Roni Hamilton, Mark Gieger, Daniel Whitney, and Robert Terk.

Call to Order: Larry opened the public session at 4:00 pm.

At 4:00 pm, Larry moved to go into nonpublic session pursuant to RSA 91-A:3 II (a) personnel and (c) reputation. Seconded by Bob, it passed by a roll call vote: Larry – aye, Bob – aye, Tom – aye. It passed 3-0.

The public session was reconvened at 6:04 pm with the Pledge of Allegiance led by Larry.

Larry moved to seal the minutes from the first non-public session for 30 days, as it could render a proposed action ineffective. Seconded by Bob, it passed by a roll call vote: Larry – aye, Bob – aye, Tom – abstained. It passed 2-0-1.

Larry moved to seal the minutes from the second non-public session indefinitely, as it could adversely affect reputation. Seconded by Tom, it passed by a roll call vote: Larry – aye, Bob – aye, Tom – aye. It passed 3-0.

Selectmen's Announcements:

- Larry Harris's funeral is on September 3rd starting at 11:00 am for the public at the Cathedral of the Pines.
- The first POOR Meat Raffle of the season is on Saturday, October 3rd, at 1:30 pm at the Jaffrey American Legion.
- The Rindge Woman's Club Harvest Fair will be on Saturday, September 26th, from 9:00 am to 2:00 pm at the Rindge Recreation Center.
- Primary elections are on September 8th, 2026, at the Rindge Memorial School. Polls are open from 7:00 am to 7:00 pm.

Approval of Payroll, Accounts Payable, and Minutes:

- Larry moved to approve the payroll for 08.20.2026 & 08.27.2026. Seconded by Bob, it passed 2-0-0.
- Bob moved to accept the accounts payable for 08.20.2026 & 08.27.2026. Seconded by Larry, it passed 2-0-0.
- Tom moved to accept the minutes from 08.12.2026 & 04.08.2026 and the non-public session minutes from 08.12.2026 & 04.08.2026. Seconded by Bob, it passed 3-0.

Notes: The Board's question about a large overtime payment was resolved. The amount was correct. Accounts

payable were higher than usual due to insurance, a payment to Avitar, and abatements.

Old Business:

Review and Decide on Property Tax Abatement Applications (RSA 76:16):

Decision: Larry moved to partially grant the abatement applications for Map 4 Lot 29, Map 4 Lot 30, Map 8 Lot 36, Map 8 Lot 37 Sublot 3, Map 8 Lot 37 Sublot 4, Map 8 Lot 37 Sublot 5, Map 6 Lot 5 Sublot E, Map 7 Lot 26 Sublot 52, Map 10 Lot 22 Sublot 1, Map 37 Lot 13, Map 50 Lot 44, Map 50 Lot 45, Map 50 Lot 46, Map 50 Lot 47. Seconded by Tom, it passed 3-0.

These are the final abatements. David Drouin asked if they have a summary or analysis of how many properties were challenged, abated, the dollar figure, and the percent decrease in overall valuation of the Town. There is no extensive spreadsheet, but the Board agreed it is a good idea.

New Business:

Notice of Intent to Cut – Map 11 Lot 1 Sublot 8 and Map 5 Lot 40 (RSA 79:10, I (b)): The Conservation Commission will review both tomorrow night. The Board should approve the intent to cut within 10 days of receipt.

Decision: Bob moved to approve the Intent to Cut for Map 11 Lot 1 Sublot 8 and Map 5 Lot 40 pending recommendations from the Conservation Commission. Seconded by Larry, it passed 3-0.

Tom asked about the condition of Bean Hill Road and whether the logger or owner can legally restore the road to the original Class 6 condition to access the lot. Larry stated that the only agents that can improve a Class 6 Road without the express written approval of the Town are agents of the Town. He asked Max to have Mike look into it further and make sure the road remains Class 6. Dan Whitney, Butterfield Road, asked what our current policies are for Class 6 roads and to investigate it.

Approval of Special Events Permit (RSA 286:2): This is an application from Franklin Pierce University for a wet tailgate event during the Men's and Women's Soccer games to allow for alcohol. Bob stated that Police, Fire, and DPW review all special events after they occur to correct any problems.

Decision: Larry motioned to approve the special events permit for Raven Row during FPU Men's and Women's Soccer Games on September 26th, October 17th, October 24th, and November 14th, all at varying times. Seconded by Tom, it passed 3-0.

Review of Timekeeping and Payroll Software: Max found a timekeeping company that can integrate into our current financial software to keep better track of the payroll moving forward. The cost is $6,390. This results in a reduction of hours for the employee in charge of payroll. They currently make $28.25 an hour. Payroll typically takes 7 hours per week. This costs the town over $10,000 per year. Switching will save the Town money and ensure accuracy with weekly paychecks. The cost of the software increases by 3% annually over 5 years. The current budget has funds to pay for the software. The system can be set up in a variety of ways, and each department or employee can choose the format that works best for them. It will not increase the cost. They hope to have it in place by the first of the year. The system takes three to four months to implement. It is strictly for payroll software and does not affect the accounts payable portion.

Larry is in support of implementing the timekeeping system because it will reduce the number of errors and save money for the Town on payroll costs. It will make it easier for the Department Heads in the long run, and he understands there will be a learning curve. Tom revisited the BS&A software and technical support ending

soon. Max agreed to add it to the following agenda.

Decision: Larry motioned to move forward with the timekeeping software from Andrew's Software for the sum of $6,390, with implementation occurring around January 1st, 2027. Seconded by Tom, it passed 3-0.

Citizens' Forum: Larry opened the forum at 6:30 p.m. and closed the forum at 6:48 p.m.

Judy Unger Clark, Fitzgerald Road, asked where the Timber Tax money goes. David Drouin, Old New Ipswich Road, responded that it goes to the general fund, like the gravel tax. The Land Use Change Tax funds the Conservation Commission. Judy asked how the Town knows they are getting the correct amount for the timber being cut. Assessing Clerk Jennifer Helsel responded that the logger sends a report of the cut once they are done cutting. The DRA also receives a copy of the intent to cut and report of cut. A spreadsheet from the DRA calculates the tax based on the numbers of the report of cut and produces a bill, which she gives to the tax collector.

Judy asked how soon after land comes out of Current Use does the Town issue the Land Use Change Tax. Larry responded that it is as soon as the Town is informed. It is a moving line. Without a code enforcement officer to monitor development, they sometimes are not aware of when dirt has been moved. Current Use was discussed further. Judy asked if the Town would consider reinstating an impact fee. Tom and Larry both agreed that it is up to the voters. Judy then asked who or what committee oversees Current Use. David stated that the Conservation Commission tries to get reports of the Land Use Change Tax. Tom stated that it is multifaceted, partly involving the Planning Board, Building Department, and Assessing. Max asked if those three departments should meet once a month to discuss any changes to current use. Larry responded that they should designate someone to flag them as they come through. Jenn responded that she flags it in the system on the computer, makes notes, and adds the properties she sees to the list. She cannot produce the Land Use Change Tax dollar amount because it must be assessed for the market value.

David Drouin expressed disappointment to read that the Board was unaware of the agreement with ICE before it was published. Max responded that he was misquoted; it was not formally brought to the board, but the Chief communicated with the board about the agreement. Larry added that the Police did not ask the board and no vote was taken. David asked for clarification about a rumor that someone on the Board pressured the Chief. Bob stated that a year ago he emailed the Chief that he would like the Police to be trained by ICE but prefaced it by saying that he would never tell or pressure the Police Department about what to do or not to do. They did not agree to it at that time. Larry added that he is not sure how the agreement will work out. He reached out to the Troy Police Chief, and he stated that the Town of Troy has not been paid for the transports they have done. Larry stated that he thinks the training should occur to prevent a lawsuit and teach our officers the right way to handle it. No matter the status a person has in this country, they have certain rights that cannot be infringed upon.

Dan Whitney, Butterfield Road, thanked the Board for making comments about the Accounts Payable and Payroll that clarified what has occurred. It makes a big difference in getting information out. Larry stated that he tries to do his due diligence. It is everyone's money, and they need to know where it goes.

Informational Items, Communications, and Updates: Bob stated that at the last Budget Advisory Committee meeting, they questioned expenditures in the Ambulance and Legal lines. They explored options with Ambulance service. They discussed how the energy costs are higher than normal. Tina Sbrega appreciated that the report the Finance Director provided showed whether they are under, over, or on track for the year for line

items.

Tom asked for an update on the discussion with the school and cost structures. Max responded that they will include the Town of Rindge in the upcoming negotiations for next year regarding payments. It is not immediately feasible because they have large upfront cash needs now. If the Town pays them based on their cash needs as opposed to monthly, it will come to about $80,000 per year that the Town could earn in interest.

Adjournment: The meeting adjourned at 6:54 p.m.

Respectfully submitted,

Victoria Stenersen

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Executive Secretary