



BOARD OF SELECTMEN  
MEETING MINUTES  
April 26, 2023

**Present:** Marybeth Quill, Chairman, Karl Pruter, Vice Chairman, Bob Hamilton, Selectman, Lori Rautiola, Town Administrator, Betsy Lambert, Executive Secretary, members of the public.

The meeting was called to order at the Town Offices on April 26, 2023 at 5 p.m.

Marybeth made a motion to enter into nonpublic session pursuant to RSA 91-A: 3 11, (a) personnel & (L) Legal. Bob seconded the motion and it passed 3-0.

At 6:05 p.m. the meeting reconvened. Marybeth made a motion to seal the nonpublic session as it could adversely affect the outcome. Bob Seconded the motion and it passes 3-0.

**Selectmen's Announcements:** Bob mentioned the Town Clerk renovations were complete with the exception of carpet downstairs.

**Consent Agenda:** Approval of Payroll & Accounts Payable 4.20.23 & 4.27.23. Marybeth made a motion to approve the Payroll & Accounts Payable. Bob Seconded the motion and it passed 3-0. Karl mentioned he would not be at the 5.10.23 meeting.

**Old Business:** ARPA updates, Lori mentioned that she and Rick were starting to enter the data into the portal the deadline for the data entry is April 30<sup>th</sup>, 2023.

**Citizen's Forum:** Roni Hamilton made mention that the Town website was not useful as the website does not have meeting minutes before 2019 for any of the boards. Lori made mention of the new site management and that Betsy would reach out to all the departments to upload more meeting minutes.

Debbie Qualey made mention of the town wide yard sale was on June 3<sup>rd</sup> 2023, from 8 a.m. to 2 p.m. The Advent Lutheran Church and The Woman's Club are sponsoring it, there will be a plant sale going on at the church as well as Lunch.

**New Business:** Craig Clark for the RVA parade coordinating had some questions about ins. claims if needed, if it is a private event the Town Of Rindge cannot provide insurance. It was voted on and accepted that the new committee would be Town Of Rindge Memorial Day Parade. The parade starts on Payson Hill Road and goes to Hillside Cemetery It stops and does the salutes at all memorials along the way. Bob made a motion to accept the new name addition, Karl seconded the motion it passed 3-0.

Town Clerk & Deputy Town Clerk Positions: Lauralei Knight the current Town Clerk has given her letter of resignation. Bob recommended Shana Eichner as the Town Clerk until elections in March of 2024. The position for the Deputy Town Clerk is currently being advertised. Bob made a motion to [appoint Shana Eichner as Town Clerk](#). Marybeth Quill seconded the motion is passed 3-0. There was brief discussion on the Deputy Tax Collector should or should not be a Town Resident.

**Work Session:** Bob asked why the budget documents were not printed for the public. Lori explained the goal of the Work Session was to determine what the needs are within the Land Use Department and wanted the focus on the need of position not the budget. Marcia Breckenridge stated she was present as a tax payer not a Zoning Board member. She focused her concerns on the job description for the Land Use Coordinator Position. She was opposed to the description stating it was a bureaucracy type of position and the Town already has elected members of land use boards. She stated she has “serious fiscal concerns and it appears that their elected official’s duties are being taken away”. She questioned the “bureaucratic position” and the “board’s privileges being taken away”.

David Drouin questioned what the issues actually are and asked what the goal of the position was. He stated it appears the position may be more in line with the Planning Department and it still does not address the issue of Code Enforcement. Roni Hamilton questioned if the person would “be there to promote more building and development in the rural town of Rindge or will this person [curb](#) the development to concur with the Town’s Master Plan. Also, will it help or hurt the Town.”

Judy Unger-Clark commended Lori for bringing this topic to the [fore-front](#), adding it is something the Town desperately needs. Judy continued stating first, this should be looked at from a historical perspective and that she has done a lot of research on this topic, adding she came to the meeting to find the letter from the Planning Secretary, Susan Hoyland which addressed the historic perspective. Judy stated the Town is now paying the price for the decisions made in 2014 adding that was the year the “Town got rid of the Charrette and things changed within the Planning Department and people’s attitudes also changed and the town is still affected by that division. She stated it is imperative to take a look at the cause and effects and the historical perspective, questioning if the Town was any better off today versus 2014. She continued, adding the lack of a full-time planning director is a problem. Lori read Susan [Hoyland’s](#) letter into the record. (Attached) Judy concluded questioning if the Town should create another position or should we revive the position of Planning Director they let go of in 2014.

Jim Qualey stated he agreed with Marcia Breckenridge that we should not be shifting duties from elected boards to appointed employees. He noted that it may be worth adding more hours to the Planning Secretary’s position. He also referred to Susan’s letter which stated “coordinating the efforts of all departments”, adding this should be in the job of the Town Administrator and he does not see a need for a new position.

Richard Mellor stated he has heard a lot of great discussion at this meeting. Richard backed Susan's letter reiterating her statement of "providing services to the Town". He applauded the efforts for the proposition and stated it was needed. Richard added he sees the job description as a rough draft and what was important was to get clarity on exactly what is needed. Richard suggested establishing a group to come up with a job description that captures the goals of the position. Richard added the current Planning Director's work is not in question, it is just the amount of time he has to do the job is not enough. Lori noted Roberta Oeser could not be present at the meeting but requested Lori read the letter into the minutes. Lori read the letter. (Attached) Roberta was in full support of a "quality, qualified full time position".

David Drouin mentioned the Boards have gone through a time period where they could not retain secretaries and the Town has not really provided services to the residents at that level. It may be good to establish a group to see what the duties entail. Fred Dodge stated it appears to be a reactionary Board and it should be proactive. The things that go on at the Planning level filter down to the Conservation Commission. He added the position would relieve some of the burden on Planning Office and to have someone report to the different boards it would relieve a lot of angst and also help the Town to be proactive in the developments and projects in town.

Kim McCummings questioned who the position would report to. Kim mentioned it would be nice to have one person to coordinate the land use projects and be resource for the Boards. Craig Clark stated he was part of a group that approached the Selectmen at the time and made the Town Administrator position come to fruition, which is a critical position to the Town as the Selectmen do not have the time to put forth and carry out the duties. He added the same can be said for the Planning Office and the position could be more of a Planning Director. Craig stated with regard to Marcia's comment about a bureaucrat, this person with the right training could be an asset to the town as opposed to a bureaucrat and the concept of the position is a good one. He agreed with Fred Dodge that the town is reactive and should be proactive. Craig mentioned the current planning director has what it takes to fill all the duties within the land use, however, the short amount of time in the office is not a good service to the Town.

Tina Sbrega stated it appears that there are needs to fill a role but possibly there are different needs. She added it seems like we are advertising for a position that is "do all, end all" and that perhaps a job analysis should be performed to find out if the position would report to all boards or just the Planning Board. Richard commented the discussions have been great and finding out what the needs are will help narrow down a job description. Richard stated his primary focus would be the Zoning Officer. Jim Qualey questioned the salary and the amount of hours needed to fulfill the job, adding an analysis should be completed to see if the job warrants a full-time position. Fred Dodge stated he liked the idea of having a group to determine what the needs are and what would be a good salary for a qualified applicant.

Marybeth stated there has been a lot of great discussion tonight. Bob stated he would like to address a lot of comments made tonight starting with Marcia and rate of pay is not what is posted on the job description since it did not include benefits totaling \$138,000. Bob added he

was in agreement with the priority for a Zoning Officer. Bob asked who “needs the position” and “who wants the position” and “who has demanded we get this position”? He asked “what do we gain and what do we lose?” Bob referred to Judy’s comment and stated in 2014 this was the Planning Board’s decision to cut the full time Director to a part time contracted job. Bob referred to Susan’s letter and that she was only working 10 hours a week and that was due to her schedule but more hours are available to her. He also noted the Town advertised for a position a full time position at \$30,000 salary but could not fill it. Bob noted Dave Duverney used to coordinate issues between Boards and that was a combined part time position.

Bob mentioned Susan’s letter stated in 2012 the salary was up over \$112,000 and the one recommended would cost \$25,000 more. Bob noted the Planning Board cases are down substantially. Lori noted that is not the case load but the technicality of the project or developments going in. For example instead of a two lot subdivision we have 27 lot developments. Bob stated the developers putting that size projects should be charged more fees. Bob spoke about the [Housing Appeals Board and the expanded Land Use Court are overruling local decisions](#) and the increase in taxes they have caused tax payers. He stated our reps need to push this back to the State. He added they are trying to oversee town planning and zoning from a State and Federal level. Marcia questioned if Bob was intending to disregard the State law. [Bob stated that we need to lobby our state representatives to vote in favor of Towns’ interests.](#)

Marybeth requested to post the Code Enforcement job opportunity. It was agreed that Lori would coordinate a discussion with whomever was interested in helping with the job description for the land use position.

Bob made a motion to appoint Al Lefebvre to the Conservation Commission. Marybeth seconded the motion and it passed 3-0.

**Informational Items/Communications & Updates:** School Board decision on use of the school facilities to the Rec Department now being charged to use facilities.

FPU- Town Gown Committee: Bob stated FPU was looking for the Rindge PD to partner with them on a grant. Bob noted the Committee came to an understanding with the MOU for the grant and has no objections to moving forward with it. It will not cost the Town any money and the Police Department will receive free training at FPU. Bob made a motion to allow Rachel to sign off on the MOU. Marybeth seconded the motion and it passed 3-0.

Karl thanked everyone who helped picking up trash and cleaning the roadways in Town.

**Any Other official Business to come before the Board:**

The meeting adjourned at 7:53 p.m.

Respectfully submitted,  
Betsy Lambert

