SELECT BOARD'S AGENDA

October 19, 2026

I. CALL TO ORDER @ 7:00 P.M.

II. SCHEDULED AGENDA ITEMS FROM RESIDENTS & OUTSIDE GUESTS

a) Dillion S – Continue Follow-up
b) SRU Construction – Zoning & Building
c) Bruce S. – Tax Warrant

III. STANDING AGENDA ITEMS

a) Meeting minutes
b) Manifest
c) Payroll

IV. UNSCHEDULED PUBLIC INPUT, QUESTIONS, AND REQUESTS

d) Limited to 5 minutes per person.

V. CARRYOVER ITEMS FROM PRIOR WEEK'S AGENDA

a) SB – Action Items
    a. Hazardous tree removal – vendor selection and preliminary scope/priorities.
    b. SB – Mine Ledge Road garage permit – revised plans, construction value, driveway access.
    c. SB – SUR / GT's proposed building
    d. SB – Farm Road/Old Walpole Road fire-apparatus access – Fire Chief written findings.
    e.
b) SB – Administrative Procedural Updates
    a. SB – Personnel Policy review / determine review session.
    b. SB – Revised Records Retention Policy – review / possible approval.
    c. SB – Review / possible approval of Email Guidance Policy.SB – Administrative Assistant/Bookkeeper – budget options, recruitment, and Highway Department spending history.
    d. SB – Building Inspector compensation/payment procedure
c) Updates
    a. SB – Telecommunication and phone update.
    b. RP – Town Hall framing and lattice installation – status update.

VI. NEW BUSINESS – Requests or emails received BEFORE THE AGENDA CLOSED

a) Action Items
    a. SB – Intent to Cut – Meadowshed Timberlands – J. Turner Proctor Road (2 emails)
    b. SB – Email from B. Smith – Timber Warrant Russo
    c. SB – Right to Know Request for tax assessment appeal records
    d. SB – Hamblet Electric mutual aid test – Change of Contact Needed
    e. JC – Email from A. Snegach that the OPD submission failed
    f. SB – Primex Online Renewal
b) Updates
    a. RP – Website upgrade - Status
    c. SB – Annual Information update for NH Aging – Completed
    b. SB – Buddy Punch –Training, Adjustments, Nov 1 implementation.
        i. SB – PW Task Listing Review and Update

VII. AS TIME PERMITS – Requests or emails received AFTER THE AGENDA CLOSED

a) Selectmen

VIII. UNSCHEDULED PUBLIC INPUT, QUESTIONS, AND REQUESTS

a) Limited to 5 minutes per person.

IX. NON-PUBLIC SESSION – As Needed

X. MOTION TO CLOSE @ 9:00 P.M.

ADMINISTRATIVE FOLLOW-UP — NOT AUTOMATICALLY ADDED TO AGENDA

• Beth-El Bible Church / cemetery: Follow up on the church's preliminary proposal, any available plans, a survey/valuation approach, and cemetery capacity or additional plot estimates.

• Hazardous trees: Arrange a field review with Phil's Tree Service and identify priority locations and scope before vendor selection.

• AFG grant: Complete the FEMA award-acceptance process and retain documentation of the grant and match.

• Hazard Mitigation Grant Program: Submit the quarterly progress report by Oct 15; verify whether any Southwest Regional Planning Commission payments have been made.

• Town Hall security: Check potential Homeland Security security-grant opportunities and any applicable emergency transfer-point criteria.

• SUR / GT's: Send applicant the identified zoning, access, wetland, groundwater-protection and permit-review questions; copy the Board as requested. Obtain and share the NH DES mapping reference; raise the proposed use with the Planning Board for preliminary input.

• Village Road nuisance complaint: Confirm arrangements and participants for the proposed October 17 property visit; collect and review firsthand interview questionnaires from Dillon Simpkins and other abutters; check status of the Planning Board referral and any agency responses; prepare factual status update for the Board.

• Administrative Assistant / Bookkeeper: Provide historical fourth-quarter Highway Department spending for funding review.

• Building Inspector: Trial the inspection log and forms; refine related compensation/payment paperwork and Certificate of Occupancy form.

• Mine Ledge Road garage: Request detailed building and floor plans, plot/site plan, driveway information and clarification of estimated fair-market construction cost.

• Fire-apparatus access: Obtain the Fire Chief's written assessment and photographs for the Board.

• Election continuity: Reply to Wayne Hartz inviting a proposed plan for Board review.

• 45 Valley View electrical-upgrade permit: Confirm application fee and disposition; the transcript mentions a $60 payment due.

• Unreached agenda tasks: Follow up on the Email Guidance Policy, telephone upgrade, Avitar letter, Town Hall construction update and Buddy Punch preparation as needed.

ITEMS NEEDING CONFIRMATION

• Date inconsistency in the request: the attached agenda and transcript are October 12, 2026; the request text also says October 5. This draft uses October 12.

• 6:53 p.m. Beth-El discussion adjournment: [CONFIRM MOTION MAKER] and [CONFIRM SECOND]. The vote was audibly affirmative.

• October 5 meeting-minutes approval: [CONFIRM VOTE]. Motion maker (Jay Croteau) and seconder (Steve Goldsmith) are stated in the transcript.

• AFG award figures: the spoken FEMA amount ($32,762) and Town match ($1,639) total $34,401, whereas the spoken total project cost is $34,400. Check award documentation before finalizing.

• End of regular meeting: [CONFIRM FINAL MEETING DISPOSITION AND TIME]. The supplied recording/transcript stops during discussion of Farm Road repairs; no final adjournment is captured.

• Agenda items not reached in the supplied recording: confirm whether any were addressed after the transcript ends, including Email Guidance Policy, Avitar letter, phone update, Buddy Punch and possible non-public session.

Cheshire