STATE OF NEW HAMPSHIRE – TOWN OF SURRY
SELECTMEN
MEETING MINUTES November 9, 2026

The Select Board meeting was called to order at 7:00 P.M. Jay Croteau, Ron Profaizer, and Steve Goldsmith were present.

Gregg Taylor raised concerns about audibility at public meetings and offered to help pay for audio equipment. The Board agreed to explore an audio system. Mr. Taylor then presented materials concerning his Route 12A property and expressed concern that comments made at various Town Board meetings may have affected the proposed sale.

In response, the Board stated that members and chairs of Town boards and commissions have the right to attend public meetings and express their personal opinions. Their attendance or participation does not necessarily mean they are representing the official position of their board or commission.

Mr. Taylor requested records concerning the proposed sale and use of the property. Ron Profaizer sent the assembled records that were immediately available, and the Board will provide the outstanding Zoning Board of Adjustment minutes when received. The Board confirmed that it also requested the records from the Conservation Commission.

.Jennifer and Jon Parenteau discussed the existing opening onto Mine Ledge Road and confirmed it would not be used as a driveway or for access to the proposed building. The Board was satisfied with the information presented and agreed to close the issues raised in their letter and to proceed with a final review of the Parenteau's building permit application. The permit remained pending for review.

Jay Croteau moved to approve the November 2 public minutes. Steve Goldsmith seconded. The motion passed. Steve Goldsmith moved to accept the November 2 nonpublic minutes. Jay Croteau seconded. All were in favor.

The Board signed the manifest and reviewed and approved payroll, including the first live Buddy Punch payroll. Steve Goldsmith questioned a manifest charge for hot mix used on Wilber Road, but was satisfied with the explanation. Ron Profaizer will review the next Buddy Punch timecard and prepare the payroll manifest under the interim process. The regular reviewer and electronic approval workflow remain open.

Jay Croteau opened the discussion regarding 24 Village Road. Ron Profaizer moved to conclude the zoning enforcement investigation at 24 Village Road and close the matter based on the information available and the advice of Town counsel. Jay Croteau seconded. In discussion, the Board noted that the Planning Board found no current land-use violation and that the Health Officer and the site visit identified no public-health or zoning violation requiring action. Town Counsel reviewed the matter and advised the Board on the limits of the Town's authority under current ordinances and state law. All were in favor.

Ron Profaizer will draft closure notices to both parties for Board review.

The Board agreed to advertise the Administrative Assistant/Bookkeeper vacancy through free listings with the New Hampshire Municipal Association and Indeed. Ron Profaizer will prepare the postings.

Steve Goldsmith reported that the Farm Road contractor was scheduled to return November 10 for corrective work. The Board will review the proposed gravel charge and confirm the repair scope. Ron Profaizer will coordinate with Public Works on the ditch and assessment of the entrance widening.

Jay Croteau moved to adopt the Town Hall Key Control Policy as amended to give the Town Clerk and Deputy Town Clerk one Town Hall key and assign the Select Board office key to the Town Clerk. Steve Goldsmith seconded. All were in favor. The Board discussed testing keys before changing the locks and recommended distributing the key before changing the locks.

The Board deferred the Building Inspector and Personnel Procedures to November 16.

The Clerk's Wi-Fi phone was working. Jay Croteau will test a replacement phone at the Fire Station. Ron Profaizer will follow up with Spectrum on the Town Garage number and two additional Fire Station handsets.

The website launch remained scheduled for November 13. Ron Profaizer arranged additional training with CharlesWorks and will record it for future reference.

Jay Croteau will contact Avitar about the L. French tax-map correction and the next steps for review with the Town.

The Board reviewed Primex's phased increase in assumed payroll for volunteer firefighters for workers' compensation and discussed distinguishing responders from nonresponders on the roster. Ron Profaizer also reported following up on a suspicious email and emphasized using Town email accounts for Town business.

Jay Croteau reported that David Brooks agreed to keep plowed snow away from the Town Hall lattice but would no longer carry liability insurance. The Board discussed seeking another plowing contractor and left the decision open.

The Board discussed the gravel-bank proposal, and Steve Goldsmith reported on the Planning Board site visit he participated in. The Board recommended attending the November 18 meeting because they would be required to sign the new permit once it is developed.

The Board reviewed the permit application to convert 544/546 Route 12A from a duplex to a single-family dwelling and deferred action to November 16. The Board discussed a possible future accessory dwelling unit separately. No decision was reached and the plans will be evaluated at the next meeting.

The Board carried the John Angelis-to-John Anglis name correction to November 16 because it could not verify completion. Jay Croteau will respond to an elderly exemption inquiry with the application and supplemental materials.

The Board signed the timber yield tax warrant. Members also discussed Town Hall camera options and favored looking locally if the project proceeds. No purchase was authorized.

The Board and Treasurer agreed to route incoming invoices through the Treasurer's Town email account while the Administrative Assistant/Bookkeeper position is vacant. Steve Goldsmith requested a quote for the potential paving of Wilber Road in 2027.

The Board also discussed how to handle incoming Select Board voicemail. No decision made.

During final public input, Dillion Simpkins asked about monitoring 24 Village Road and possible ordinance changes. The Board said it would consider new information and directed him to the November 11 zoning workshop for ordinance input. Mr. Simpkins also requested copies of all letters and inspection reports related to the property. The Board recommended that he email the Select Board to request the records under New Hampshire's Right-to-Know Law.

Steve Goldsmith moved to adjourn. Jay Croteau seconded. All were in favor. The meeting adjourned at 10:09 P.M.

Submitted by Ron Profaizer