



# Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

Approved By  
Board of Selectmen

*Roxanne Tufts-Keegan*  
*Christine Maynard*

## Middleton Board of Selectmen Meeting Minutes

July 25, 2022

Call to Order at 6:39 PM

Pledge of Allegiance

Roll Call: Present: Roxanne Tufts-Keegan – Chair, Christine Maynard – Vice-Chair, Mike Boisvert

### Approval of Minutes:

- 07-11-2022
  - *Christine motioned to accept the minutes, seconded by Mike, and the motion carried.*

### Signature Action:

- (2) Intent to Cut
  - *Mike motioned to approve both Intent to Cut requests, Christine seconded the motion, and the motion carried.*
- (3) Timber Yield/Tax for Timber
  - *Mike motioned to approve the Drew Drive and Kings Hwy Timber Yield filings, Christine seconded the motion, and the motion carried.*

### Public Comment:

- Dan Saliga asked:
  - How the internet and recording access for the OTH was progressing. Christine said that there was remaining work to be done.
  - Do we have information from the attorney regarding the taping equipment in the Town Hall. Christine responded that we were waiting for a reply.
  - Are the ARPA funds distributed to people who did not qualify for them being recovered. Christine said that trying to get the money back would be time consuming and at some cost.
- Linda Ellingwood reported:
  - Fireworks, loud parties in her neighborhood past midnight. If Police and Fire Department cannot cover, she asked if the State Police are able to do so. She was told that they do not respond to fireworks calls. Christine said that the association banned fireworks from the beach due to possible gasoline danger to moored/docked boats and the debris left behind. Christine to look for the town ordinance regarding noise disturbance and suggested she call the Police Department to report issues.

### Old Business:

- Update on the MES traffic signs – The laptop that is used to schedule the flashing requires an update and if not resolved soon, per Roxanne they will put bags over the lights until the issue is taken care of.

### New Business:

- Roxanne listed the credits we'll be receiving against future costs for personnel, worker's comp, and unemployment.
- Preparation will begin on the Preamble exercise that is due next year. This is a walk through the town boundary lines against other towns that border us.
- *A motion was made by Mike to appoint Dan Phillips as the Town Road Agent for period of 7/1/22 through 6/30/23. The motion was seconded by Christine, and the motion carried.*

- Kimberly Bedard attended the meeting to discuss the Town of Middleton Facebook page. She discussed some requirements and recommendations listed below:
  - Always tie the account to an email address; never have just one person responsible for posts which would work by having the BOS responsible as a team for the page.
  - Most importantly she said a policy surrounding the page should be created as it could be a liability to not have one. Recommendations and guidelines for posting, etc. should be included in the policy. She advised them to create a dummy profile and to keep it secure by changing it frequently.
  - Currently, Mike is attached to the existing profile and he cannot drop-off until the new profile is in place.
- John Mullen reviewed a summary of the summary of the Lake Testing results and plan. A lot of work was done to measure the health of the lake and private citizens are asked to help protect the water quality and to let the Conservation Commission know if there is any run-off from their property into the lake for a review and possible action plan. He stated that there is quite a bit of grant money available and most of the opportunities have a deadline of 9/2/22 for submitting an application for consideration. He requested that testing of the lake be included in the budget to ensure we can take care of this town asset. A final recommendation from John was to consider merging the three individual lake associations into one body that would work together to protect the lake's health.
- Planning Board:
  - Roland Simino resigned
  - McKenzie requested that Janet Kalar be appointed to the Planning Board. ***A motion to appoint Janet Kalar to the Planning Board was made by Christine, Mike seconded, and the motion carried.***
- Bonnie said the Old Home Yard Sale and Pancake Breakfast will both be held on 8/13/22.
- Dan Saliga asked if there were any Fire Chief applications and Christine said yes, and that interviews were being scheduled Friday, July 29<sup>th</sup>.
- A question regarding the reassignment of the Emergency Management role while the Police Chief was out and whether it could go back to the Fire Chief. Christine will email Laura from Legal about that possibility.
- The Board was asked about filling the open Welfare position and they said that the Selectmen couldn't act alone and would need an agreement from all three Selectmen to act on any requests. They have not posted for the position but do have someone interested. Once the Fire Chief position has been filled, they will work on the Welfare role. There are two postings for Full-time Police Officers.
- Treasurer will be providing Budget Committee reports for the periods since April.
- Janet Kalar of the Trustees of the Trust informed the Board that their report had been filed with the State and it matched the bank statement.
- Notice was received stating the Town Audit was overdue and there will be a \$250/per day fine until filed. Roxanne will be asking for a waiver. The 2019 audit is about 90% complete and the 2020 audit is around 50% complete.
- Roxanne said that Laura Parker is working with the Auditors, and we will be able to put the charges back to the prior year so they will not hit this year's budget.
- Dan asked about the IRS money and was told that there was one still outstanding.
- Christine is interested in getting the speed limit lowered in the Lakeshore Drive area.
- When asked about the Police Officer openings, he was told that there is a shortage in all our area towns and that being a small town we were not as competitive with salaries as they are. Troop A just lost three Troopers and their main responsibilities are with Rt. 16, Rt. 95, and Rt. 101.

- Christine again, commended Sgt. Swift for his open and honest interaction with the Board and his initiative to implement a work-around plan for patrol coverage until the full-time positions can be filled. She also mentioned that the Fire Department has stepped up and responded to several big calls. When asked the Board said that there wasn't an update on Chief Cooper's return.

**Adjourn: Christine made a motion to go into Non-Public session at 7:45 PM. Mike seconded the motion and the motion carried.**

**Next Board of Selectmen Meetings:**

August 1, 2022

August 8, 2022

August 22, 2022

**Nonpublic Session Minutes**

**Town of Middleton – Board of Selectmen**

Date: 7/25/22

Members Present: Michael Boisvert   
Roxanne Tufts-Keegan   
Christine Maynard

Motion to enter Nonpublic Session made by Christine seconded by Mike

Specific Statutory Reason cited as foundation for the nonpublic session:

RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

RSA 91-A:3, II(b) The hiring of any person as a public employee.

RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.

RSA 91-A:3, II(d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

RSA 91-A:3, II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled

RSA 91-A:3, II(i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

<b>Roll Call vote to enter nonpublic session:</b>	Michael Boisvert	(Y)	N
	Roxanne Tufts-Keegan	(Y)	N
	Christine Maynard	(Y)	N

Remove public meeting tape (if applicable).

Entered nonpublic session at 7:50 a.m./(p.m.)

Other persons present during nonpublic session: Sargent Jon Swift

Description of matters discussed and final decisions made: DISCUSSION ON hiring bonus. Jon stated the state police detail rate is \$161/per hour for dedicated officer. The Sheriff's office detail rate is \$55/per hour. Further discussed a sign on bonus and Jon suggested \$8000. The ~~minutes~~ bonus could be a combination of money and days off. Mike make a motion of \$8000 sign on bonus for a 3 year contract for police position. Christine seconded. motion passed.

Note: Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of this board, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

Motion to leave nonpublic session and return to public session by Mike, seconded by Christine.

Motion: PASSED / DID NOT PASS (circle one)

Nonpublic meeting tape removed, public meeting tape replaced (if applicable).

Public session reconvened at 8:47 a.m./(p.m.)

Motion made to seal these minutes? If so, motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, because it is determined that divulgence of this information likely would...

\_\_\_ Affect adversely the reputation of any person other than a member of this board

\_\_\_ Render a proposed action ineffective

\_\_\_ Pertains to preparation or carrying out of actions regarding terrorism

Roll Call Vote to seal minutes:	Michael Boisvert	Y	<u>(N)</u>
	Roxanne Tufts-Keegan	Y	<u>(N)</u>
	Christine Maynard	Y	<u>(N)</u>

Motion: PASSED / DID NOT PASS (circle one)

These minutes recorded by: Roxanne Tufts-Keegan

~~Went back~~  
Christine made motion to adjourn at 8:48pm, Mike seconded.  
Motion passed