



# Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

## Board of Selectmen Meeting Minutes

December 12, 2022

Approved By  
Board of Selectmen

**Call to Order** at 6:30 PM

**Pledge of Allegiance**

**BOS Members Present:** Roxanne Tufts-Keegan-Chair;  
Christine Maynard-Vice-Chair;  
Laura Parker-Member

### Approval of Minutes:

- 12/05/2022: L. Parker made a motion to accept minutes as submitted, C. Maynard seconded, motion passed.
- 12/05/2022 Non-Public Session: L. Parker made a motion to accept minutes as submitted, C. Maynard seconded, motion passed.

### Signature Action:

- Tax Warrant: Signed new Tax Warrant

### Old Business:

- Department Heads

CEO/Health Officer: (12) New Building Permits – (1) of which was for a new manufactured home. (2) New homes were completed. (8) Electrical Permits and (4) Gas Permits were issued. Spent a lot of time chasing missing information for permit applications.

EMS/Fire/Emergency Mgmt: Attached

Also, Santa Ride will be this Saturday at 4:00 PM

Highway: Attached

Police: Attached

Treasurer: Attached

Town Clerk/Tax Collector: No update

Welfare: No update

### New Business:

- Update on Tax Bills: Tax bills will be mailed the week of December 19<sup>th</sup>. 1<sup>st</sup> Payment will be due January 31<sup>st</sup>, 2023.
- Warrant Articles: Due from the Department Heads no later than December 22<sup>nd</sup>. Received the draft warrant for the new truck from Highway Department.

- School Payment Schedule: Received the updated payment schedule from the school. Prior to December we paid \$278,778.00, new payment amount for the remainder of the school year is \$184,164.71. L. Parker made a motion to approve the new payment schedule, C. Maynard seconded, motion carried.
- Middleton Children's Christmas: EMS will be sorting gifts on Thursday evening, Church will be wrapping Sunday at the Municipal Office Building, EMS will be shopping for the remaining gifts and food basket items over the weekend and delivering everything on Tuesday, December 20<sup>th</sup>.
- Map 4, Lot 23 Building Permit (corner of Gary & Spruce): Kate Buzzard requested to be on the agenda to request the Board of Selectmen revoke the current building permit. Code Enforcement Officer Carl Roy reports that there is an issue with the Septic Design as well as no surveyed plot plan. He has discussed with the homeowner and no work will be done until these issues are resolved.
- Budget Timeline: Not set yet by the Budget Committee.

**Public Comment:**

Dan Phillips: Boat on the side of the road on Pine Street interfering with snow removal. R. Tufts-Keegan said the Board will send a certified letter to landowner giving (10) business days to move the boat.

Dan Saliga: Will Dan (temporary Town Clerk) be working Wednesdays past December? R. Tufts-Keegan responded there is nothing planned at this time. She will follow-up with the Town Clerk Diana Bourdeau to see if there is still a need?

Update on ordinance violation of feeding aquatic birds at the lake. C. Maynard will follow up with John Mullen on the process to impose a fine.

Tracy Donovan-Laviolette: Asked Road Agent Dan Phillips if they are using less salt. Her street (Partridge Drive) still has a lot of snow on it. Dan Phillips answered that they are using a sand/salt mix and that the cold temperatures and lack of sunlight to that particular road prevents the salt from being as effective.

**Non-Public:** L. Parker made a motion to go into non-public session per RSA 91A:, II(e), C. Maynard seconded, motion carried at 7:27 PM.

L. Parker made a motion to leave non-public session per RSA 91A:, II(e), C. Maynard seconded, motion carried at 7:47 PM.

L. Parker made a motion to seal the minutes from the non-public session because divulgence of this information would likely affect adversely the reputation of a person other than this board, C. Maynard seconded, motion carried.

R. Tufts-Keegan made a motion to have Laura Parker preview all non-public session minutes due to be reviewed and sort by category for the full board to review and determine whether to reseal or publish, C. Maynard seconded, motion carried.

**Adjourn:** C. Maynard made a motion to adjourn, L. Parker seconded, motion carried at 7:53 PM.



Good afternoon,

For the month of November 2022 Middleton Fire & Rescue had 16 calls.

7 Fire Calls that range from unpermitted burns to Motor Vehicle Accidents. 9 medical emergencies, of which 6 were handled by us, 3 were Mutual aid from Milton. Our Turkey Raffle was a huge success thank you everyone that came the money goes to our Toys for Tots and stays in Middleton. New Radios should be in by the end of December. As always, we are always looking for new members, please send me an email or contact anyone on the department or come down to the Department on Tuesdays at 1830 or 630 pm.

Thank you.

Chief Michael Laviolette

[FireChief@MiddletonNH.gov](mailto:FireChief@MiddletonNH.gov)

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# Middleton NH Emergency Management

At this time, I have nothing new to report but I am working with the state to review our EAP which was stated to be out of date and needed to be updated.

Michael Donovan-Laviolette

Middleton Fire Chief

Nov/Dec. Meeting 12/12

- 1) Serviced all big plow trucks
- 2) Put ladders on trucks for Sanders
- 3) Put Chevron back up on Ridge Rd (Uche hit)
- 4) Emptied Can bins & took out pins from shop.
- 5) Moved Police Radar sign to shop.
- 6) Treated & Plowed Roads (2) times <sup>11/16</sup> 12/12.
- 7) Cut up trees in Roadway (4) times <sup>wind & Rain.</sup>
- 8) Put gravel on ND Rd. & raked
- 9) Cut and chipped brush Salt yard entrance.
- 10) Raked ND Rd.
- 11) Filled Pot Holes all dirt Rds.
- 12) Finished Shoulders & ditches Draw dri. crew.
- 13) Wash & oil sanders.
- 14) Filled & Pot holes Kings HWY.
- 15) Started Clearing Cross Culverts.
- 16) Worked ND Pit 1 Day (Clean up & Organize)
- 17) Put up X-mas tree for rec. dept.

\* Talk About New  
Truck

\* St Peters in Farmington takes cans donation



# Middleton Police Department



182 Kings Highway, Middleton, NH 03887

Greg Cooper

Chief of Police

Dispatch 473-8288 Office: 473-8548 Fax: 473-8204

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## Middleton Police Department Statistics

November 1<sup>st</sup> – 30<sup>th</sup>, 2022

**Incidents: 18**

**Arrests: 2**

**M/V Stops: 29**

**Warrants: 1**

REPORT FROM THE TOWN TREASURER TO BOARD OF SELECTMAN

Nov-22

I have reviewed the information provided to me concerning the Town of Middleton's finances for the month of November 2022. To the best of my knowledge:

- All checks are in sequence and have been accounted for.
- All expenditures match those shown on the month's bank statement.
- All deposits match those shown on the month's bank statement.
- The bank statement balance was reviewed with no irregularities found.

All information has been organized and filed for year end review by the town's accountant. Enclosed please find a summary of all transactions for the month including expenditures, summary of deposits, and a summary of outstanding transactions.

Beginning bank statement balance	\$	300,038.37
Deposits	\$	214,588.00
total after deposits	\$	514,626.37
Service Charge		
Withdrawals	\$	214,626.37
Ending Bank Statement Balance	\$	300,037.15
Sweep Account	\$	1,365,697.74
Ending Balance	\$	1,665,734.89
Outstanding Checks	\$	307,071.55
	\$	1,358,663.34
Outstanding Deposits total		
<hr/>		
Return Check		
Total Cash Available	\$	1,358,663.34
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Interest to Checking	\$	37.15
Interest to Sweep Account	\$	177.72
Police Department Revolving Fund		
\$ 2.22	\$	10,828.37
Ambulance Revolving Fund		
\$ 5.09	\$	24,785.47

Respectfully Submitted  
Sandra Bruedle  
Town Treasurer