



Board of Selectmen Regular Meeting

Minutes

Monday, September 22, 2025 at 12:00 am

Non-Public Session @ Municipal Office Bldg @ 5:30 PM

Resume Regular Meeting @ Old Town Hall @ 6:30 PM

1. Call to Order

Minutes:

The meeting was called to order by Tim Cremmen-Chair member at 6:39 P.M.

2. Pledge of Allegiance

3. Roll Call

Minutes:

The following Select members were present at the meeting: Tim Cremmen-Chair; Tracy Donovan-Laviolette Vice-Chair-Member; Roxanne Tufts-Keegan-Member; Bonnie Gagnon - Member
Mike Green-Member was absent.

4. Approval of Minutes

Minutes:

The minutes for August 25, 2025 were motioned to accept as read by Bonnie Gagnon. Roxanne Tufts-Keegan seconded the motion. All 4 present members accepted the motion, motion carried.

The minutes for September 8, 2025 were motioned from Bonnie Gagnon and seconded by Tracy Donovan-Laviolette. The following members accepted the minutes as read were: Bonnie Gagnon, Tracy Donovan-Laviolette and Roxanne Tufts-Keegan. All 3 in favor, motion carried. Tim Cremmen excused himself in the vote because he was not present at this meeting.

The non-public minutes for September 22, 2025 were motioned to seal for 5 years by Roxanne Tufts-Keegan and seconded by Bonnie Gagnon. All 4 present members agreed, motion carried.

Signature Action

5. Personnel Action Forms

Minutes:

The personnel action form for new firemember Gene Streck was signed by the selectmen.

Old Business

6. Infrastructure on Pond Rd

Minutes:

Infrastructure on Pond Road. Tim Cremmen contacted and started a communication with the NH Department of Business and Economic Affairs and Consolidated to enhance or encourage infrastructure development on roads. Consolidated told Tim Cremmen that through their fiber division that they can offer enhanced upload and download speeds. Tim Cremmen is waiting to hear from Consolidated exactly where locations as to where that can happen.

This topic is tabled for the next meeting in hopes of additional information coming in.

7. Insurance in regards to vehicles being used

Minutes:

Tim Cremmen has heard back from lawyers. Tim stated that from what the lawyer was saying is that employees can volunteer their time, but they cannot volunteer their time for doing things that they are being paid to do. The example they used is "Town of Middleton owned equipment, vehicles, and resources (including tools, machinery and office supplies) are strictly for official Town business. Their use for personal volunteer activities is prohibited." Also, "Employees participating in volunteer activities for the benefit of the Town, or a subdivision thereof, shall not perform the same type of services for which the employee is employed to perform for the Town." Also, this is the section on perception of bias: : selective use of Town equipment and vehicles for certain volunteer activities or causes, no matter how well-intentioned, can lead to perceptions of favoritism or bias among residents. Even if political causes are prohibited, community members may still disagree on what is considered appropriate, which may, in turn, result in public dissatisfaction. • To refute a perception of bias, the Town would likely have to create a procedure for determining when to "directly sponsor or officially support" volunteer activities. This process, in addition to the approval process for exceptions to the general rule, would likely create an administrative burden. This would especially be difficult for a Town lacking a Town Administrator and/or Manager. • Maintenance or repair costs incurred during the approved use shall be the responsibility of the volunteer organization • The Town cannot assign costs or liabilities to third parties, such as the volunteer organization, without a third party's written consent. • Monetary burden aside, even if an employee or a third party were to cover the costs incurred by using Town equipment or vehicles for volunteer activities, the resulting need for maintenance or repair would render that equipment or vehicle out of commission and unavailable for Town use during said maintenance or repair.

There was discussion that the way this is interpreted, no Town vehicle can be used for volunteer work such as Easter, Christmas, Fourth of July and Touch a Truck. Board members believe this has gone too far and will directly affect the Town as a whole. Tim mentioned they could reach out to see if the Town sponsored activities exceptions.

This is worth looking into further. Tabled for now until we have any updates.

8. ZBA Liaison

Minutes:

Mike Green was not present at this meeting so this topic is tabled to the next meeting.

9. Cunningham Security

Minutes:

Cunningham Security is currently supplying our security with the exception of the Police Department whom is currently using D.M. Burns. Chief Scott Ferguson spoke that the prior security company sold the security portion of the business but did not sell the Fire monitoring section before they went bankrupt.

Chief was tasked to get quotes on Cunningham providing security for the PD and a Quote on the Fire monitoring. One quote was cheaper for the annual costs. The bigger decision at this time to vote on the Fire monitoring. This will be tabled until next meeting to give the selectment time to review the quotes.

New Business

10. Swearing in - Amanda Phelps

Minutes:

Tim Cremmen swore in Amanda Phelps as part-time officer for the Middleton Police Department. Her father was present for the pinning.

11. Police Cruiser

Minutes:

Chief Ferguson has been reviewing his budget and proposed to the Board that he would like to purchase the new cruiser out of the budget and not the Police revolving fund. This way, the funds can be used in the future for any unexpected expenditures. Roxanne Tufts-Keegan motioned the proposal of purchasing out of the budget vs. the revolving funds. Bonnie Gagnon seconded the motion, all 4 in favor, motioned carried. The initial cost is \$34, 997 less the outfitting.

BOS Comments

12. BOS comments

Minutes:

The volunteer Eagle Scout project has asked for a load of dirt for the walkway Mon-Thurs. Will this be looked at as a volunteer job or can it be done on working hours? Based on the information that Tim Cremmen brought in previous discussions, this may not be done.

John Mullen has asked us to make a decision regarding the storm water project. In light of the information brought up, would this be ok to do during working hours for bringing stone to the project and a dump truck or dump trailer to carry surplus and/or waste materials off site which we could do, but that wouldn't be "in kind" hours. Tim stated

where it is being done during working hours and will be paid for the Highway, this could be done as "in Kind" hours. The select board voted. Tracy Donovan-Laviolette motioned to accept the work to be done, and Bonnie Gagnon seconded the motion. All four members present voted yes. Motion carried.

Tim Cremmen wanted to thank all the volunteers that came out to help the Eagle Scout project. Amazing job.

Bonnie Gagnon mentioned that September 27th come to the Chili/Chowder cook off for the Recreation committee from 3:00 to 5:00 PM. This voted on by the people that test taste them. It is all free.

Tracy Donovan-Laviolette stated the paving at the Old Town Hall looks amazing. The Highway department has started the road side mowing on Ridge Road.

Roxanne Tufts-Keegan has the budget template as well as the preliminary warrant articles. The budget committee has asked that the numbers are supplied to them so they can go through it for the next meeting. The next item is the Fire Chief Wheeler has asked to forgo his cell phone stipend and those funds can be absorbed into the remaining budget. A month or so ago they had the first read on the personnel policy and wanted to circle back to see where we were at. This will be looked at on the next meeting.

Tracy Donovan-Laviolette that there will be posted a Full-time temporary position.

Public Comment

13. Public discussion

Minutes:

Rick Washburn asked if there were any answers to his 91A request. Tracy Donovan-Laviolette stated to Rick that she sent him an email this evening. She stated earlier that it still needed to be looked into and she still needed to speak to the employees and then he will receive the compensation letter. Rick stated the the RSA gives the opportunity to come up with the information. Tracy Donovan-Laviolette stated the RSA states the request needs to be acknowledged within 5 business days and he had the acknowledgement within 48 hours.

Rick also stated that the spill prevention plan for the fuel island over there requires to have a cement pad like at the gas stations for spills can be contained. He stated that the Town was grandfathered until that was done. He stated his opinion is it will be shut down over there and the Town will need to get fuel at gas stations. Tracy Donovan-Laviolette stated the design was done by a multi-million dollar company.

Kevin Houle asked if the Town get a commission for each person that signs on for the fidium fiber? Tim Cremmen answered no. He asked if the old Ford Explorer was traded in for the new cruiser? The answer is no. It was stated that the vehicle will go up for bid.

Dan Cremmen asked if we're supposed to be finding out about the trash pickup and who was going to do it. Have we gone to any other companies other than the one we currently have? He has checked on line and there are another 6 companies in the area. Have there been any bids from any other company? Mike Had reached out to Waste Management and Mr. Lachapelle even came to a meeting, but they never submitted a bid and stopped reaching out back to us.

Rick Washburn asked about the grater and if the Town has had it looked at. Tracy Donovan-Laviolette state no that there was never made a motion at our meeting to do

so. Dan Cremmen stated he gave Tim the information to call his friend. Roxanne Tufts-Keegan asked if there was a cost associated to the evaluation? Dan Cremmen stated yes that the guy does not work for free. Then Dan Cremmen asked Chief Ferguson if they paid to have the cruisers looked at. Chief Ferguson stated they paid to have the transmissions looked at and diagnosed. Tracy Donovan-Laviolette stated why would they reach out to this gentleman if the intent is not to repair. Dan Cremmen stated that the Towns people think we need a grater and not to do the roads the way they are now and if it was looked at then if we were to bid it out, than it could possibly get more money for it.

Rick Washburn brought up the subject of the Highway department working 4 ten hour day shifts and whether or not they will continue the schedule in the winter months. His opinion is that it is not cost effective in the winter and that affects the overtime. He stated he called a couple of Towns to see what their schedules are for winter.

Josh Plourde asked if in the past have the highway dept gone to 4 ten hour shifts all winter or is that something new they are trying. He would like to see the cost of 5 days a week and overtime vs 4 days a week with overtime.

Colleen LaBrun have we gotten an update on the Lions Club about the "Slow down Wakefield program". Bonnie Gagnon has not been able to contact them. Also Colleen's comments were not mentioned in the prior minutes. This will be reviewed and updated.

Rick Washburn asked who keeps record of comp time? Tracy Donovan-Laviolette stated she will get back in touch with Rick once she has heard from Legal council.

Roxanne Tufts-Keegan stated the minutes need the name of the person taking the minutes.

Non-Public

Adjournment

14. Motion to Adjourn

Minutes:

The motion to adjourn at 7:19 PM was made by Bonnie Gagnon and second by Tracy Donovan Laviolette. All 4 in agreement, motion carried.

Notes taken by Kim Hughes