

Town of Bartlett
Office of Selectmen
Meeting Minutes
Thursday, June 22, 2023

Attendees: Chairman Gene Chandler, Selectman Vicki Garland, Selectman Ronald Munro

Meeting opened at 3:54 p.m.

Chairman Chandler led all in the Pledge of Allegiance.

Erik Limmer from 5 Rocky Hollow Lane (2ALLEN-UND-000) attended the meeting to discuss the Rocky Branch River and the continued issues with erosion. He shared pictures and concerns with the selectmen. One of his concerns is the effect the continued erosion will have on the bridge down river. Chairman Chandler told Mr. Limmer that the selectmen can send a letter to the state and to NRCS (Natural Resources Conservation Services) and see if someone would be willing to come take a look at the area.

The permit from Ragnar Events for their annual Reach the Beach running relay race for September 15 and 16, 2023 was discussed. Due to slow payment for the police detail provided at the 2022 race, a deposit was requested. The deposit was received on 6/9/2023. Selectmen decided to approve the event permit but to note that they share the same concerns as other towns and will be monitoring this year's event. Any issues with the 2023 event will result in possible future permit denial.

Brian Fram, Mark Lucy, Horizon Engineering, and Attorney Chris Meier came to discuss the septic system located at Mr. Fram's property at 12 US Route 302 (2RT302-9-R00). It was explained that the plan that was designed in 2012 had been required by the State of NH Dept. of Environmental Services in order to approve additional seats being added to the existing restaurant after the front building had been removed. At the time, the state allowed for commercial properties to continue on their existing system, but had to have and keep valid a septic design in place, so if the existing system failed, it could be installed expeditiously. This approval expired in 2016 and had not been renewed despite the owner at the time being notified. Since then the property has changed hands. It had recently been discovered that the septic plans had not been updated and in order for a permit of occupancy to be issued for the new restaurant, an updated plan needs to be approved. Mr. Fram requested that this requirement be waived so the permit to occupy could be issued and he will continue to work on getting the septic plan approved. Chairman Chandler inquired why the plan had not been submitted to the state yet since the town had made them aware of the issue in February. Mr. Fram inquired why a change in tenants had required the plans to be filed and he didn't understand why the old tenant was fine, but the new tenant required this. Mr. Fram stated the existing system is functioning. Chairman Chandler reminded Mr. Fram that they had already made an exception and allowed Mr. Guzman, the new restaurant tenant, to work on the property without all the permit requirements (septic approval) being met with the understanding that the updated septic plans would be submitted. The selectmen told Mr. Fram he needed to get updated septic approval and have Donovan Life Safety Codes inspect prior to an occupancy permit and permit of assembly being issued. Chairman Chandler also requested that Mr. Fram let his tenant know that the A-frame sign outside the restaurant needs to be removed. Bartlett's zoning does not allow A-frame signs.

Jeremy Gordon, president of the Bartlett Fire Fighters Association (BFFA), came to inquire if the selectmen had agreed to accept the donation of a side by side ATV from the BFFA. Chief Currier had written a policy regarding the use of the ATV that was approved at the selectmen's June 8, 2023 meeting. Mr. Gordon was requesting written approval to accept the ATV donation. Selectman Garland made a motion to accept the side by side ATV and trailer from the BFFA and

provide insurance coverage and maintenance. Selectman Munro seconded the motion. Roll call vote: GGC – yes, VLG – yes, RTM – yes Vote was unanimous to accept the ATV.

Selectman Garland requested a copy of the Bartlett Fire Fighters Association by-laws from Mr. Gordon. Mr. Gordon stated he would have someone email them to the selectmen. Mr. Gordon explained that the by-laws have just been updated and accepted by the attorney general's office.

Administrative Assistant, Lynn Jones, asked the selectmen about revisiting the need for the town to have a business credit card available for purchases. Ms. Jones reported that each department is having difficulty in ordering from some long term vendors due to them being unwilling to invoice the town any longer. AA Jones indicated that all ordering on the card would take place via the selectmen's office. The card number would not be shared with other departments. Bookkeeper Mary Miller requested that all purchases on the credit card require a signed purchase order. Selectman Munro made a motion for the town to get a credit card and require all purchases have a purchase order. Selectman Garland seconded the motion. Roll call vote: GGC – no, VLG – yes, RTM – yes AA Jones will contact the bank to set the credit card up and develop a policy for its use.

AA Jones inquired if the selectmen had made a decision about allowing a community member to complete court ordered community service hours on town property. After reviewing the information from our insurance company and legal the selectmen decided it was not a good idea and do not approve this request.

Eric Dziedzic from Story Land sent an email this week inquiring if the selectmen would approve their plans for a water feature in the area currently featuring the Oceans of Fun Sprayground. Selectmen requested AA Jones tell Mr. Dziedzic they will need to submit a commercial building permit in order for them to approve the project, but feel the concept is still valid.

There was discussion regarding the ad hoc fire station feasibility committee. Chairman Chandler drafted a letter reminding the committee that only the selectmen can authorize inspections of town property and spending any funds whether in the regular budget or approved through a warrant article. Selectman Munro stated that the committee is fully aware that they cannot sign anything and are just getting their information in order so they can come meet with the selectmen. Selectman Munro doesn't feel the letter needs to be sent. Selectmen will hold the letter for now.

Selectman Munro made a motion at 5:45 p.m. to enter nonpublic session for a legal issue per NH RSA 91 – A:3 II (I). Selectman Garland seconded the motion. Roll call vote GGC – yes, VLG – yes, RTM – yes

Selectman Garland made a motion at 5:54 p.m. to end the nonpublic session and seal the minutes. Selectman Munro seconded the motion. Roll call vote GGC –yes, VLG – yes, RTM – yes

The next meetings of the selectmen will be on Wednesday, July 5, 2023 at 4:00 pm, Wednesday, July 19, 2023 at 4:00 pm and Wednesday, August 2, 2023 at 4:00 pm.

There being no further business, the meeting was adjourned at 5:54 p.m.

Respectfully submitted,

Mary Miller
Secretary

Permits Approved:

Date	Owner Name	Map/Parcel	Type of permit
6/8/2023	Fred/Jennifer Astrauskas	6SACOR-32-HR3 Winding Way	Construction – house
6/15/2023	Steve/Jenn Mitchell	1ALPEN-25-000 Alpstrausse Drive	Driveway permit
6/15/2023	Christopher Greenwood	1RT016-10-L10 Hill-n-Vale Lane	Driveway permit
6/15/2023	Jason Thibodeau	2RT302-133-L00 271 US Route 302	Driveway permit
6/15/2023	Kristine Reid	2GLENL-69-B052 West Ledge Rd	Driveway permit
6/21/2023	CJ Valladares Rev Trust	5VILLG-MAI-60 1232 US Route 302	Vendor Permit
6/21/2023	Ptarmigan LLC	3ROLRG-D1-B Rolling Ridge Rd	Construction – house renew
6/21/2023	James/Michelle Karr	2RT302-175-R03 Covered Bridge Ln	Construction – house
6/21/2023	David Clark	2GLENL-181-B7 65 Birch Ledge	Construction – generator
6/22/2023	Robin/David Fall	5VILLG-ALB-450 89 Albany Ave	Construction – stairs
6/22/2023	McSheffreys UPNorth Club at Christmas Mtn	2RT016-182-REC 100 Christmas Mtn Rd	Special Event – camp
6/22/2023	Ragnar Events LLC Reach the Beach		Special Event – road race

Items signed:

Accounts Payable Checks

Payroll Checks

Special Event reminder letter