

Town of Bartlett
Office of Selectmen
Meeting Minutes
Wednesday, June 12, 2024

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

Meeting opened at 4:00 p.m.

The Pledge of Allegiance was recited.

A conference call was placed to John Grace and Kyle Molton, Emergency Management Specialists FEMA, Heather Shank and Sarah Thunberg, State of NH. This call was requested by Mr. Grace to address a possible violation with the National Flood Insurance Program at 41 Tir Na Nog Lane. In 1999 a structure was built at this address. In 2014 the homeowner requested a map amendment from FEMA. In reviewing this request, FEMA determined that the property was constructed with its lowest floor below the Base Flood Elevation. Mr. Grace informed the selectmen that the onus is on the selectmen to rectify the situation. The selectmen need to send a violation letter to the homeowner directing them on the appropriate corrective actions which include removing utilities from the basement, filling in the basement and creating openings for water flow in the foundation. Mr. Grace will send a draft letter for the selectmen to use in their correspondence with the homeowner. Enforcement of this violation is important. Lack of enforcement could result in the entire town being placed on probation by FEMA and possible suspension from the National Flood Insurance program. Mr. Grace also requested a follow-up meeting to be held in approximately one month.

An email received from Peter Gagne regarding the internet at town hall was discussed (see email below). Mr. Gagne will receive an email response noting that the internet password is provided to all town board members and the ZBA secretary will be reminded that she can share that with the board members. At this time, internet at Town Hall will continue to be available only to employees and board members as advised by the town's computer vendor. The selectmen also noted that motions at selectmen's meeting may only be made by a selectman, not an attendee.

A prior email from Mr. Gagne expressed concerns over the speed of internet at Town Hall. A download test was conducted by Secretary Mary Miller and the test showed that download speeds were either fast or very fast in all areas except the office of Administrative Assistant Lynn Jones. This area had a slow speed on the wireless only. AA Jones uses a hardwired desktop computer for most tasks and has not expressed concern with the internet speed.

Chairman Chandler asked for an update on the audit. Secretary Miller reported that the elected auditor had indicated she would start in May, but that has not happened. She will reach out to her and check on the timing. Secretary Miller said that an ad has not been placed for bids for an auditor yet, but that will occur within the next couple of weeks. The ad will be mailed directly to accounting firms as well, in an effort to drum up interest. If soliciting bids does work, an attempt will be made to hire a firm directly.

Chairman Chandler noted that Rose Roberts inquired about obtaining a specific shrub from the town owned property next to the Glen Cemetery. The selectmen decided that they were not comfortable giving away any plants from the property at this time. When the building is taken down in the future, they may offer items for sale.

Chairman Chandler shared that a request had been received by the town for assistance with burial expense for a resident as is provided for in NHRSA 165:3. All selectmen supported providing the requested assistance of \$250.00.

Town Clerk Cheryl Nealley and Moderator Norman Head attended the meeting to inquire about the possibility of purchasing epollbooks for the upcoming elections. They explained that these are an electronic version of the voter checklist that allows folks to check-in by just providing their driver's license to the ballot clerk. The device reads the barcode on the license and then issues a receipt with their information. This receipt is then given to the ballot clerk responsible for handing out ballots. The person then votes and turns their ballot into the moderator by placing it in the ballot counting machine. Due to state regulations a paper checklist must still be maintained, but the voter will not be part of that process checking the paper

list. A separate ballot clerk will mark the list by using the receipts that are printed from the device. Some benefits of these devices are that voters will not be required to line up by their last name. Each epollbook device will have access to the entire checklist. The hope is that this will keep the lines moving quicker. The estimated costs for purchasing two epollbooks and their necessary programming would be \$4300.00. Chairman Chandler expressed concern over this item not being budgeted. Town Clerk Nealley shared that the state is expecting a grant to be available to help cover the costs in the future and that previous purchases would be covered by the grant. Moderator Head inquired if the purchase could be privately funded with the hopes of being reimbursed during the next budget year. Chairman Chandler stated that could be possible, but it is never guaranteed. Chairman Chandler told them the selectmen would discuss this and let them know within the next couple of weeks. Moderator Head mentioned the difficulty in finding poll workers and the need to get publicity to recruit people.

Police Chief Keaton stopped by the meeting to check in with the selectmen. The chief reported all is going well with his department. Selectman Garland asked about the new cruiser and the chief told them it is scheduled to be manufactured the week of July 13th and then it will go directly to the equipment outfitter for all the necessary equipment to be installed.

Secretary Miller shared correspondence from Alyssa Mosher from Attitash Resort regarding the billing for a fire department detail conducted on February 18, 2024 for a fireworks display at Attitash. Ms. Mosher had been led to believe that they would only be billed for the equipment that was present at the display, not the wages of the volunteer firefighters. The selectmen had approved the chief to only charge for wages and not equipment since Attitash had made a large donation to the private non-profit Bartlett Firefighters Association through the sale of retired chairs from a chairlift. The invoice for wages was \$1,125.00. When the fee using only equipment was calculated it equaled \$1,250.00. Due to the miscommunication the selectmen decided to bill Attitash for the wages using the lowest volunteer wage including taxes and fees. This new amount was \$525.00. Secretary Miller will issue a new invoice to Attitash.

Selectman Garland made a motion to approve the minutes of 5/29/2024. Selectman Munro seconded the motion. Roll call vote GGC – yes, VLG – yes, RTM – yes

Selectman Munro shared that he met with Fire Chief Currier this week and Chief Currier has agreed to assist Recreation Director Annette Libby by placing the ladder truck in position for the flag raising ceremony held at the conclusion of the parade prior to the start of the 4th of July parade in order to keep attendees safe.

Selectman Garland made a motion at 5:47 p.m. to enter nonpublic session for personnel issues per NH RSA 91 – A:3 II (a). Selectman Munro seconded the motion. Roll call vote GGC – yes, VLG – yes, RTM – yes

Selectman Munro made a motion at 5:52 p.m. to end the nonpublic session and seal the minutes. Selectman Garland seconded the motion. Roll call vote GGC –yes, VLG – yes, RTM – yes

The next Selectmen’s Meeting will be on Wednesday, June 26, 2024 at 4:00 p.m.

There being no further business, the meeting was adjourned at 6:00 p.m.

Respectfully submitted,
Mary Miller
Secretary

Permits Approved:

Date	Owner Name	Map/Parcel	Type of permit
6/4/2024	Ly Dang	5VILLG-GRO-70& 110 21 Grove Street	Construction – garage
6/4/2024	LBO Holding MWV Habitat	3RT302-249-L00 Route 302	Sign permit – banner
6/4/2024	RSA Rev. Trust	1RT16A-101-H13 11 Wild View Drive	Construction – house renew

6/4/2024	Steven Hempel	5STLNG-B00-17 8 Table Rock Rd	Construction – porch
6/4/2024	ALC LLC	2RT302-9-L00 15 US Route 302	Sign permit – Simply Water
6/4/2024	Lower Bartlett Water Precinct	2LNDRH-WEL-LoT 137 Mittenwald Strasse	Cell Tower Permit – updating antennas
6/4/2024	T-Mobile LLC Attitash Mtn Village	3RT302-153-RCT Route 302	Cell Tower Permit – updating antennas
6/5/2024	Intervale Crossing LLC	1RT16A-255-R00 522 NH Route 16A	Sign permit – Penny’s Publick House
6/5/2024	Mary Hill	2JRICO-35-L00 71 Jericho Road	Construction – laundry room
6/5/2024	Thomas Plahm	5STLNG-A00-33 74 Parker Ridge Rd	Construction – floating deck
6/12/2024	Michael Hatfield	2RT016-190-L00 6 Glen Ledge Road	Change of use – finish basement
6/11/2024	ALC LLC	2RT302-9-L00 15 US Route 302	Commercial change of use Medical Office
6/11/2024	ALC LLC	2RT302-9-L00 15 US Route 302	Sign Permit – Cranmore Health Partners
6/12/2024	16ADHOLDING LLC	1RT16A-166-R00 336 NH Route 16A	Construction – food trailer

Items signed:

Accounts Payable Checks

Payroll Checks

Time off requests

Purchase Orders

Driveway Permit – 2JENKS-77-L00 – Robinson

Letter – 5VILLG-GRO-20 – Bartlett – division of lots inquiry

Letter – 2RT302-38-R00- Hono LLC/Makai LLC – changes to project inquiry

Letter – 5VILLG-MAI-20 – permit denial – setbacks

Letter – 6WSTSD- 371-9- real estate listing correction request- number of bedrooms

Letter – 1HOLRG-7-0 – real estate listing correction request - number of bedrooms

Intent to cut – 24-029-03 – Budeselich- 6WSTSD-368-L5A

Driveway Permit – 1ALPEN-113-000 - Needham

Subject **Internet**
From peter gagne <peterpgagne@gmail.com>
To Town of Bartlett
<selectmen@townofbartlettnh.org>
Date 2024-06-11 07:31



Good Morning

I am emailing regarding the lack of internet at Town Hall. Last night at the ZBA meeting i need to look up some information. I asked what the password was for the guest at town hall and was told that Louise she was not allowed to give it out. the whole board was shocked. This is unacceptable! We are elected officials and we do not have the tools to do the job we were elected by the residents of the Town of Bartlett!

2 As a resident, I come to town hall and I am told the town has not internet is appalling.

At today's meeting I want to make a motion that the Town of Bartlett uses the Guest wifi for taxpayers. I want this statement entered into the minutes and I do expect a vote! I can not make today's meeting. If I need to come in person to make a motion I will. I am not going to let this issue go. The Town need to embrace technology not run from it with a bunch of excuses. I read the minutes so I expect to see my request entered in the minutes.

3. Hows the town audit coming?

Thank you
Peter Gagne
ZBA
Peter Gagne
543 Thorn Hill Rd, Intervale, NH 03845