

Town of Bartlett  
Office of Selectmen  
Meeting Minutes  
Wednesday, May 8, 2024

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

Meeting opened at 4:00 p.m.

The Pledge of Allegiance was recited.

Ron Aquino, Bryan Mustapha and Curran Mustapha attended the meeting to discuss the condition of Saco Ridge Road and Spring Hill Loop. Mr. Aquino shared that he has been expressing concern over the condition of the road since 2017 and he would really like to see it fixed this year. There was discussion about the areas of concern and the reasoning behind their request. Selectman Garland asked Mr. C Mustapha which road was worse, Yates Farm Road or Spring Hill Loop. Mr. C Mustapha replied near the culvert on Spring Hill Loop is the worst. Chairman Chandler explained that the road agent was meeting this week with the paving company to calculate how many roads can be paved this year. Chairman Chandler expects to have the list of roads by next week and that he is aware that the road agent would like to include areas on Saco Ridge Road in his work this year. Mr. Aquino invited the Selectmen to come inspect the condition of the road. They declined the offer saying they are comfortable with the road agent's report. Chairman Chandler told Mr. Aquino that he will call him once the road list has been confirmed.

Chairman Chandler reported that Brian Eisenmann from NRCS will be here on Wednesday, May 15, 2024 at 10:30 am to view 4 more privately owned areas of concern. Chairman Chandler also reported that Mr. Eisenmann has stated that NRCS is willing to conduct a Watershed Flood Study for the town at no cost and that NRCS will cover the removal of logs from the rivers.

Chairman Chandler reported that FEMA will be here on Thursday, May 16, 2024 at 1:00 pm for a Recovery Scoping Meeting for the flooding of December 2023.

Secretary Miller requested a refund be issued to Robert Barnes for the remaining retainer from the project Mr. Barnes was conducting on Skyline Drive. Burr Phillips, Civil Solutions LLC, engineer working on behalf of the Town of Bartlett deferred to the Road Agent's inspection. Road Agent Travis Chick reported via email that there was no issue with movement of pavement or settling during this spring thaw season. Selectman Garland made a motion to refund the remaining \$689.25 to Mr. Barnes. Selectman Munro seconded the motion. Roll call vote GGC – yes, VLG – yes, RTM – yes

Chairman Chandler asked for recommendation on when we should schedule June Garneau from MAPS Mapping and Planning Solutions to start our Hazard Mitigation Plan update. It was agreed to suggest Tuesdays starting in the fall.

Administrative Assistant Lynn Jones reviewed a building permit received from Michael Webb at 5COBRD-55-LW32 in which an Elevation Certificate had been requested. Mr. Webb sent an email explaining why he didn't believe he needed to have the documentation for FEMA completed. The selectmen reviewed his application and confirmed that based on information received an Elevation Certificate does need to be completed by a certified individual. AA Jones will notify Mr. Webb.

Katherine Lavigne from 5 The Meadows (6WSTSD-80-LOO) stopped by to ask questions regarding her recent permit application for a pickleball court. AA Jones explained that the setback to West Side Road was not met in her previous application and explained the options. Ms. Lavigne has relocated the court to meet the setbacks and took a new application to reapply.

Selectman Munro made a motion to approve the minutes of 4/24/2024. Selectman Garland seconded the motion. Roll call vote GGC – yes, VLG – yes, RTM – yes

The next Selectmen's Meeting will be on Wednesday, May 29, 2024 at 4:00 p.m.  
Public Hearing on changes to town fees Wednesday, May 29, 2024 at 5:30 p.m.

There being no further business, the meeting was adjourned at 5:53 p.m.

Respectfully submitted,  
Mary Miller  
Secretary

Permits Approved:

| <b>Date</b> | <b>Owner Name</b>                   | <b>Map/Parcel</b>                     | <b>Type of permit</b>                            |
|-------------|-------------------------------------|---------------------------------------|--|
| 4/26/2024   | Ronald Patch<br>Henry Mock (vendor) | 2RT302-45-L00<br>US Route 302         | Vendor – sale                                    |
| 4/30/2024   | Brian Fram<br>El Reparo Restaurant  | 2RT302-9-R00<br>12 US Route 302       | Sign – banner                                    |
| 4/30/2024   | Richard/Donna Zawaski               | 5COBRD-205-RW1<br>494 Cobb Farm Rd    | Construction – shed,<br>carport, greenhouse      |
| 5/2/2024    | Intervale Crossing LLC              | 1RT16A-255-R00<br>522 NH Route 16A    | Commercial – change of use<br>counseling offices |
| 5/2/2024    | Intervale Crossing LLC              | 1RT16A-255-R00<br>522 NH Route 16A    | Sign permit - offices                            |
| 5/7/2024    | West College Ave LLC                | 3RT302-181-L01<br>1053 US Route 302   | Construction – roof                              |
| 5/7/2024    | Amy Russo                           | 2RT016-181-SKIB<br>52 Ellis Ridge Rd  | Construction – generator                         |
| 5/7/2024    | Sean Broderick                      | 3ALPVL-44-000<br>28 Alpine Village Rd | Construction – shed                              |
| 5/7/2024    | Steve/Mary Sargent                  | 2RT016-208-BE2<br>24 Chadbourne Rd    | Construction – house                             |

**Items signed:**

Accounts Payable Checks

Payroll Checks

Time off requests

Purchase Orders

Intent to Cut – Richard Garland – 3RT302-176-R02

Special Event License – Fields of Attitash – White Mtn Fat Tire Festival – 9/20-9/22/2024

Special Event License – Duprey Park, Mt Surprise Rd – Neighbor get together – 5/19/2024

Special Event License – Intervale Crossing – Skate Park Fundraiser – 5/26/2024

Special Event License – Gazebo Park Bartlett – Blessing of the Animals – 6/9/2024

Raffle Permit – Skate Park Fundraiser – Emma Flavin

Letter of Appointment – Catherine Konicki – Library Trustee

Permit for Activity in Floodplain – R Garland – Ricks Road

Letter – Article IV General Provisions- Section L. Dangerous or Unsightly Ruins – 1RT016-73-L00