

Town of Bartlett
Office of Selectmen
Meeting Minutes
Wednesday, April 9, 2025

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

Meeting opened at 4:00 p.m.

The Pledge of Allegiance was led by Selectman Chandler.

Tim Shank, the new Director of Maintenance of Storyland, attended the meeting to introduce himself to the board. Shank stated that there are several new projects in the works for Storyland this year and would like to get an idea of the process for obtaining various permits. Shank would like to set up a meeting with Town Administrator, Lynn Jones to go over some of the projects and permit requirements. TA Jones agreed to setting up a meeting with Shank and will look over her schedule and set something up. Shank gave TA Jones and Administrative Assistant Amanda Gagnon each a business card to keep on file should the town need anything from him. Shank also stated a desire to do safety and fire extinguisher training at Storyland. Selectman Munro asked if there was a date in mind and Shank stated that he would work around the Fire Chief's schedule to get this done. There was discussion about how beneficial a fire extinguisher training is and it is agreed that a safety training day would be scheduled for Storyland. Shank thanked the board for their time and excused himself from the meeting.

Selectman Chandler made a motion to approve the minutes from the Selectman's Meeting on March 26, 2025. Selectman Munro seconded the motion. Roll call vote GGC- yes, VLG – yes, RTM – yes.

Selectman Chandler made a motion to appoint Ed Minyard as the new Emergency Management Director (EMD). Selectman Munro seconded the motion. Roll call vote GGC – yes, VLG – yes, RTM – yes.

Selectman Chandler agrees that as the current EMD, he will help Ed with the transition into the position.

Selectman Chandler stated that he received two quotes for the front doors at the fire station and that he would like to go with LA Drew for the installation. There was discussion on the project and it is agreed that LA Drew would be hired to do the job, as they are already going to be working on the overhang over the doors at the station.

Selectman Chandler asked about the repairs to Engine 3 after a minor accident with the truck. Selectman Chandler asked if the repairs are necessary, as the photos don't show significant damage. Selectman Munro stated that he has seen the damage to the truck and that the repairs are necessary and that the parts needed for the truck are all custom-made. Town Administrator Lynn Jones asked how long the truck would need to be out of service for the repairs and Selectman Munro said that the truck would not need to be put out of service as the repairs will be done on site at the fire station. The Selectmen agreed to have the insurance company pay Desorcie directly.

Police Chief Christopher Keaton and Sargent Brian Moffitt attended the meeting to go over personnel matters. A motion was made by Selectman Garland at 4:16 PM to go into nonpublic session per RSA 91-A:3, II (b) and RSA 91-A:3, II (a). Selectman Chandler seconded the motion. Roll call vote GGC – yes, VLG – yes, RTM – yes.

A motion was made by Selectman Munro at 4:40 PM to end the nonpublic session and seal the minutes. Selectman Garland seconded the motion. Roll call vote GGC – yes, VLG – yes, RTM – yes.

David Shedd attended the meeting to follow up on the roof repairs for the town hall. Selectman Chandler gave Mr. Shedd a copy of the proposal for the repairs to look over.

A motion was made at 4:44 PM by Selectman Garland to enter into nonpublic session for a personnel matter per RSA 91-A:3, II (b). Selectman Munro seconded the motion. Roll call vote GGC – yes, VLG – yes, RTM – yes.

A motion was made by Selectman Munro at 4:55 PM to end the nonpublic session and seal the minutes. Selectman Garland seconded the motion. Roll call vote GGC – yes, VLG – yes, RTM – yes.

Town Administrator Lynn Jones stated that she spoke with Jessica Schulz at the Department of Environmental Services (DES) regarding the proposed conservation easement for the wetlands at Stillings Grant Block G. Jones stated that Jessica recently inspected the wetlands at the location and that the DES will work on finishing the notes on the site visit and will send those along for the Selectmen’s review.

At 5:30 pm Chairman Chandler opened the Public Meeting for the Town Hall Bridge. Chairman Chandler turned the presentation over to Chris Fournier and Trevor Ricker from HEB Engineering, Inc.

There being no further business, the meeting was adjourned at 5:30 p.m.

Respectfully submitted,
Amanda R. Gagnon
Administrative Assistant

Permits Approved:

Date	Owner Name	Map/Parcel	Type of permit
3/27/2025	Jonathan & Bonnie Taylor	1RT16A-193-R00	Construction Permit Garage
4/1/2025	Lucy & Tom Abisalih	1THORN-160-R01	Solar Array Permit
4/1/2025	Michael J. Webb	5COBRD-55-LW32	Construction Permit Renewal
4/2/2025	Pinkham Real Estate	Various	Annual Sign Permit
4/9/2025	Pamela Abbott	1INTPK-WAS-80	Driveway Permit
4/9/2025	Brie Welch	2RT302-86-L4A	Construction Permit (Shed)
4/9/2025	Jane Dusza	2RT302-32-R00	Construction Permit (House)
Intent to Excavate	Glen Aggregate	2RT302-99-r00, 2RT302-99-CL4, 2RT302-73-R01	
Intent to Excavate	Diane Allen	2RT302-60-R00	

Items signed:
Accounts Payable Checks
Payroll Checks
Time off requests
Purchase Orders