

**Town of Grafton  
Board of Selectmen  
Tuesday, April 4, 2023**

**Members Present:** Leif Hogue, Chairman, Jennie Joyce, Russell Poitras, Sara Hogue (recorder)

**Others Present:** Denise Smith, Paul Vogt, Maureen O'Reilly, Gary Whitney, LeeWhay Pasek, Ryan Huff, Catherine Mulholland, Jake Vogel, Steve Darrow, Karen Johnson, Andrew Cushing, Roger Prentice, Andrea Monroe, Zach Smith, Charles Smith

The meeting was called to order at 6:00 pm

**Acceptance of Minutes**

Leif motioned to approve March 21, 2023, Public minutes. Russell Seconded. Jennie agreed. Motion passed.

**Ex-Officio Reports**

Leif announced the Selectmen held a non-public meeting to hire a housekeeper, coverage for the Administrative Assistant, and reviewed the job agreement of the Road Agent.

**Public Comment**

Jake Vogel stated that he appreciated the non-public announcement.

**Appointments**

- Andrea Monroe – Fire Department Grants- Andrea is the Deputy Town Clerk for Dorchester and helps write their grants. She came to talk about how the Fire Department and other departments can benefit from Grants. Andrea suggested getting a team of volunteers together for grant writing. She will help with any questions about the process or where to find grants.
- Andrew Cushing - Library Budget and Donation Bin – Andrew asked what happened to the additional \$2,000 voted on for the Library. Sara explained that based on the amendment at deliberative, the \$2,000 was divided between the Electric and Phone line items for the Library. Andrew also wanted to address the donation bin that is coming. Leif explained that it did not need to be placed on the Library lot.

**New Business**

Building Notification – Map 16 Lot 451 – Leif motioned to accept. Russell seconded. Jennie agreed. Motioned passed.

Building Notification – Map 12 Lot 769-4 – Leif motioned to accept. Jennie seconded. Russell agreed. Motion passed.

Work Order Request Form – Russell created a work order request form to create a better process for submitting maintenance requests. The department head will fill out the request and then give it to Sara who will then pass it on to Maintenance.

Timber Tax Warrant – Paul McGonagle – Map 2 Lot 920, Map 3 Lot 448 & 551 was signed.

Intent to cut – Map 17 Lot 19 was signed.

Intent to Excavate – Map 17 Lot 19 was signed

Property Tax Supplement – Map 1 Lot 108 was signed.

**Other Business**

Russell reviewed the updated quote and agreement received from Twin Bridge. He explained that even though this year's cost will be 11,405, the contract for the services, the yearly agreement will only be \$2,861. Compared to CCS contract of \$9,600 a year. There is around \$70,000 left in the Firehouse floor insurance money that per 2019 warrant article #3 can be used for the municipal complex, Russell suggests that we use that money for this year's purchase. Russell motioned to accept the proposal. Leif seconded. Jennie agreed. Motion passed.

Veterans' Credit Application – The Selectmen approved and signed per the information presented.

Building Notification – Ambitious Acres – the letter that was sent out came back as "refused". Leif is willing to wave the \$25 fee if they come in and fill it out to keep it from going further. It is a fine for up-to \$100 a day if in violation. Jennie stated that it is known that there is a building there because you can see it from the road and you can see smoke coming from the chimney. There was a septic and well on the property from the previous house that was torn down. Russell motioned to waive fees for building notification and potential fines if the form is completed before the next meeting on April 18, 2023. Leif seconded. Jennie agreed. Motion passed.

### **Correspondence**

- NHDES extension for approval of construction
- Dam Bureau email – drawdown of Kilton Pond will start on April 10, 2023, and should only last three to four weeks.
- Board of Tax and Land Appeals Hearing Notice – Millbrook Christian Fellowship v Town of Grafton for April 26, 2023, at 9:00 am
- Dam Safety Engineer letter regarding Kilton Dam
- West Central Behavioral Health letter requesting donations
- Grafton County Commissioners letter in regards to ARPA funds.
- Letter from Tom Warner regarding the Millbrook Christian Fellowship exemption appeals hearing.

### **Public Comment**

Ryan Huff informed the selectmen that the address that the building notification for Ambitious Acres, LLC was sent to their personal mailbox and that is why it was refused, the Ambitious Acres, LLC is a separate entity.

Gary Whitney inquired about what Warrant Article #3 stated. Leif stated it was the insurance money settlement from the fire department. A very small portion was used so it went onto a warrant article to be appropriated to be used for the municipal complex. It is a 5yr non-lapsing that will go away this year.

Paul Vogt wanted to know if the Selectboard were agents to expend on that warrant. Leif confirmed.

Paul Vogt wanted to know about the Millbrook exemption, is all of the land tax free. Russell stated that it is narrowed down to the portion that the buildings are on.

Leif motioned to adjourn. Jennie seconded. The meeting was adjourned at 7:23 pm.

Respectfully Submitted,  
Sara Hogue, Administrative Assistant