

# TOWN OF WEBSTER

## SELECT BOARD

### MEETING MINUTES MONDAY APRIL 1, 2024

The Select Board held a meeting on Monday, April 1, 2024. The meeting was held at 945 Battle Street, Webster, NH 03303

**Select Board Members present:** David Hemenway, Marlo Herrick, Normandie Blake.

**Also present:** Town Administrator Dana Hadley, Police Chief Steven Adams, Fire Chief/Road Agent Emmet Bean and see attached attendance sheet.

Chairperson Hemenway opened the meeting at 6:30 and took attendance and all members were present. Administrator Hadley went to take to fix the camera. Chairperson Hemenway announced that Selectwoman Blake announced that there will be an April grapevine. Chairperson Hemenway thanked emergency services. Chief Adams said they would open the Safety Building for the upcoming storm if the Town lost power.

Chairperson Hemenway moved to the first item on the agenda, Planning Board alternate member appointments.

Administrator Hadley informed the Board that he had received members that were interested in appointment to the Planning Board as alternates. Chairperson Hemenway invited them both down to speak to the board briefly about their interest in the Planning Board. He also stated it was wonderful to get new volunteers.

Dean Lampron said he wanted to be on the Planning Board because he wanted to get more involved in Town government operations. Jon Jewette lived on Franklin Pierce, and he just wanted to help out the Town. Chairperson Hemenway asked if they had any skills they brought to the Board. Mr. Lampron stated he had a background in police, fire, and the military. Selectwoman Herrick felt that his experience absolutely applied. Mr. Jewette informed the Board that he spent 30 years in the navy and had worked in state government. The Board was thankful for the new volunteers.

**MOTION:** Chairperson Hemenway

***To appoint Jon Jewett and Dean Lampron as alternates on the Planning Board***

**SECOND:** Selectwoman Herrick

**DAVID HEMENWAY – YES**

**NORMANDIE BLAKE – YES**

**MARLO HERRICK – YES**

**The motion passed 3 to 0.**

Administrator Hadley informed the Board that he had a few other re-appointments to the planning Board and Zoning Board of Adjustments.

**MOTION:** Chairperson Hemenway

***To re-appoint Martin Bender to the ZBA and Adam Mock to the Planning Board***

**SECOND:** Selectwoman Herrick

**DAVID HEMENWAY – YES**

**NORMANDIE BLAKE – YES**

**MARLO HERRICK – YES**

**The motion passed 3 to 0.**

1 Chairperson Hemenway moved to the appointment with Edison Chea regarding the drainage on his  
2 property. Edison Chae was not at the meeting and Chairperson Hemenway moved to the next item on the  
3 agenda, the History Committee with Doroty Bourque.

4  
5 Ms. Bourque informed the Board that they had to alter their proposal and that it would need to go before  
6 the Historical Society first. Chairperson Hemenway asked if they had any other questions or comments.  
7 Ms. Burque said they had some financial questions, but they were working on getting answers to them  
8 from Administrator Hadley.

9  
10 Chairperson Hemenway moved to the next item on the agenda, Pete Swislowksi and the lots on Amherst  
11 Drive.

12  
13 Mr. Swislowksi informed the Board that he is an experienced builder and has in the past. He also  
14 informed the Board that there were several bills in the legislature that if passed would supersede local  
15 zoning forcing towns to allow more forms of housing. He had been looking to develop more entry level  
16 affordable housing in Webster and came across the lots the Town owned on Amherst Drive. He hoped the  
17 Town would be willing to sell so that they could be developed and put the properties back on the tax rolls.  
18 He felt the biggest challenge would be that the lots are on a paper road and that a few of the properties are  
19 wetlands. He would be proising doing a cluster development on smaller lots with land for conservation  
20 and he hoped this would allow Webster to grow responsibly. He planned to develop two lots at a time due  
21 to the growth restrictions in Pillsbury Lake.

22  
23 Chairperson Hemenway stated that the Board had briefly discussed merging the lots and putting them up  
24 for bid in the past but had not yet moved forward with it. He asked Administrator Hadley if he had the  
25 needed information to move forward with the full discussion. Administrator Hadley responded that he had  
26 not yet discussed the topic with the various Boards/Committees. He reminded the Board that the Town  
27 had a policy that lots in Pillsbury Lake were to be offered to abutters first on the condition that the lots be  
28 merged. He pointed out that there were a few abutters in the area that might also be interested in  
29 purchasing the lots. He added that all the lots he been acquired by tax collector deed. Chairperson  
30 Hemenway asked if Administrator Hadley could get the information to the Planning Board and  
31 Conservation Commission to review for recommendations before the properties went out to bid.  
32 Administrator Hadley stated that he could do that.

33  
34 Selectwoman Herrick asked why it had taken so long to put the properties back on the Tax rolls.  
35 Administrator Hadley responded that he had only worked for the Town since 2020 and he could not speak  
36 to the exact reasons, but he felt it had something to do with the properties not being on a developed  
37 road. Chairperson Hemenway added that they had discussed it before, and they had considered merging it  
38 all before the sale. Selectwoman Blake asked if the new owner would need to build the road. Chairperson  
39 Hemenway responded that they would, and the Board then discussed how this could be done.

40  
41 Alberta Snow asked if the lots could be unmerged after. Chairperson Hemenway stated that under the  
42 right circumstances it might be possible for the lots to be unmerged. Mr. Swilowski commented that the  
43 properties could not be merged without his lot. Chairperson Hemenway pointed out that the Town owned  
44 all the lots around his lot, and they all are contiguous. Road Agent Bean felt the Board should consider  
45 the right of way and how it was currently used by the Pillsbury Lake District. He felt that if the properties  
46 were developed as a private road the District would lose some of its access to the hunting preserve.  
47 Chairperson Hemenway pointed out that they still would have access at the corner of New Hampshire  
48 Drive past the pump station.

49  
50 Dean Lampron asked if the Pillsbury Lake requirements would still be in effect if the lots were merged  
51 and sold as one lot. Chairperson Hemenway responded that they would be. Barbra Corliss asked if the

1 Board knew what the minimum lot size is in the District. Chairperson Hemenway responded that there  
2 was a minimum acreage requirement in the Town but he didn't remember the exact acreage. Mr.  
3 Swisloski pointed out that generally you would need 1.5 to 2-acres for a well and a septic.

4  
5 Chairperson Hemenway moved to the next item on the agenda, Department Heads.

6  
7 Police Chief Adams began his report by going over his remaining budget. He stated that last month had  
8 been a busy month and then went over his incident report. Selectwoman Blake asked if the increased calls  
9 had to do with the recent storms. Chief Adams responded that it did. He then informed the Board that that  
10 he hoped that Board would be able to sign the purchase order for the new cruiser tonight. However, he  
11 was unable to purchase a new dodge cruiser because it would take the Town over a year to receive the  
12 vehicle. He had been fortunate to be able to find another new 2023 Ford Explorer. He hoped that the  
13 Board would allow him to purchase the Explorer instead. Chairperson Hemenway asked about the  
14 progress with hiring the new police officer. Chief Adams responded that they were still discussing the  
15 position with the applicant and doing the required background checks.

16  
17 Fire Chief/Road Agent Bean began his report by going over the maintenance that had been done in the  
18 previous month. He then informed the Board that the hole for the new sign had been dug and he had  
19 contacted Unitil to arrange to get power connected to the sign. He then wanted to remind residents that a  
20 downed power line was a live power line, and residents should be aware of the danger. The Board then  
21 discussed with the Fire Chief/Road Agent Bean on what they could do better to make residents aware of  
22 the danger.

23  
24 Fire Chief/Road Agent Bean began his Highway report by bringing up the issue of the downed trees  
25 because he wanted to make the Board and residents are aware of the responsibilities of the property owner  
26 versus the Town. He informed the Board that it was his responsibility to get the debris out of the Road,  
27 but any downed trees from the abutters properties still belonged to the property owner and would be their  
28 responsibility. He then discussed the extent of the damage from the recent storm with the Board.

29  
30 Chairperson Hemenway asked what the expected cost would be for finishing the driveway for the new  
31 Sand Shed location. Fire Chief/Road Agent Bean went over what work needed to be done. Selectwoman  
32 Herrick asked what was in the fund and Administrator Hadley reposed the fund had approximately  
33 \$134,000.00. Fire Chief/Road Agent Bean stated that would not be enough for the entire project and the  
34 gravel alone would be about \$21,000. The Board then discussed what needed to be done with the Fire  
35 Chief/Road Agent Bean and agreed that a committee should be formed in the future to discuss.

36  
37 Chairperson Hemenway moved to the next item on the agenda, the Select Board meeting policy.

38  
39 Chairperson Hemenway stated that Coordinator Tatro had provided the Board with some samples of other  
40 Town's policies. He asked the Board if they wanted to continue holding meetings the way they had been  
41 or if they wanted to create a policy of their own. He then Administrator Hadley how other towns that he  
42 had worked for handled their meetings. Administrator Hadley responded that the previous town that he  
43 had worked for had a Chairperson who had been very strict about when comments could be made, and he  
44 had a tendency to move items along very quickly. He added that it was a efficient way to hold a meeting  
45 but had also caused some residents to complain. He felt that the Board was looking for a middle ground.  
46 Selectwoman Herrick pointed out that they wanted to let residents to be able to ask questions, but they  
47 needed to make sure things didn't get out of hand. The Board then held a lengthy discussion on how it was  
48 best to hold their meetings and decided to keep doing things the way they were, but to do a better job of  
49 controlling the meetings when things got out of hand.

50  
51 Chairperson Hemenway moved to the next item on the agenda, Merrimack Youth Baseball.

1  
2 Administrator Hadley informed the Board that they had two requests. The first was to get permission to  
3 work to improve the condition of Webster's Baseball field. Their second request was to have the Town  
4 pay for a porta potty at the field for the season. The Board agreed that they could pay for the porta potty  
5 and discussed the best placement for it to allow it to also be used by residents at the park. The Board also  
6 agreed to allow them to do work on the baseball field provided that the school also agreed.  
7

8 **MOTION:** Chairperson Hemenway

9 *To allow Merrimack Youth Baseball/Softball to upgrade the baseball field if they submit a plan of all*  
10 *upgrades to be made and is contingent on approval from the school and.*

11 **SECOND:** Selectwoman Blake

12 **DAVID HEMENWAY – YES**

13 **NORMANDIE BLAKE – YES**

14 **MARLO HERRICK – YES**

15 **The motion passed 3 to 0.**  
16

17 Administrator Hadley informed the Board that he had another item to bring before the Board regarding  
18 the Hazardous Mitigation plan. He needed to have the Board make a motion to approve the grant from the  
19 State and do a motion granting him permission to administer the grant.  
20

21 **MOTION:** Chairperson Hemenway

22 *To accept the terms of the Hazard Mitigation Grant Program (HMGP) as presented in the amount of*  
23 *\$9,000.00 for updating the local hazard mitigation plan. Furthermore, the Board acknowledges that*  
24 *the total cost of this project will be \$10,000, in which the Town will be responsible for 10% match*  
25 *(\$1,000.00).*

26 **SECOND:** Selectwoman Blake

27 **DAVID HEMENWAY – YES**

28 **NORMANDIE BLAKE – YES**

29 **MARLO HERRICK – YES**

30 **The motion passed 3 to 0.**  
31

32 Chairperson Hemenway moved onto correspondence.  
33

34 Chairperson Hemenway stated that he had asked the Road Agent the tree questions because of the first  
35 price of correspondence, and they didn't need to discuss it further. Administrator Hadley informed the  
36 Board that the other piece of correspondence was from the lake district informing them of the upcoming  
37 de-weeding.  
38

39 Chairperson Hemenway moved to the next item on the agenda, public comment.  
40

41 Ms. Snow thanked the Board for all the work they did for the Town. Dority Burque commented that  
42 Facebook was used for communication during the Storm to keep informed. Chairperson Hemenway  
43 commented that they had an official Fire Department and Police Facebook page that were used for  
44 situations like this. The Board then briefly discussed the upkeep of the Town pages and the storm.  
45

46 **MOTION:** Chairperson Hemenway

47 *To approve minutes of 3/18/24 as written*

48 **SECOND:** Selectwoman Herrick

49 **DAVID HEMENWAY – YES**

50 **NORMANDIE BLAKE – YES**

51 **MARLO HERRICK – YES**

- 1    **The motion passed 3 to 0.**  
2  
3    **MOTION:** Chairperson Hemenway  
4    ***To adjourn the meeting at 8:35pm***  
5    **SECOND:** Selectwoman Herrick  
6    **DAVID HEMENWAY – YES**  
7    **NORMANDIE BLAKE – YES**  
8    **MARLO HERRICK – YES**  
9    **The motion passed 3 to 0.**  
10  
11    *Minutes taken by Russell Tatro.*

Approved as Written 4/15/24