

Town of Croydon

BOARD OF SELECTMEN MEETING

Tuesday, April 9, 2024, 7:00 pm

Town Hall, Croydon NH

1. CALL TO ORDER: 7:00
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL:
 - a. Amie Freak – Chairman
 - b. Susan Kimball – Vice Chair
 - c. Edward Spiker – Selectman
 - d. Kimberlee Burkhamer – Selectman
 - e. Carl Newton – Selectmen
 - f. Melissa Prunier – Administrative Assistant
4. APPROVE PREVIOUS MINUTES
 - a. Review and approve minutes from March 26, 2024
 - i. Amie made a motion to approve the meeting minutes from March 26; Ed 2nd; voted unanimously to approve the meeting minutes from March 26, 2024.
5. CORRESPONDENCE:
 - a. Brian Sterns, park member, request for use of Jimmy Road by Park
 - i. Abutters to Jimmy Road vehemently oppose any and all expansion and encroachment on to their property. (*JAMES P MORGAN REVOC. TRST*). When Blue Mountain Forrest Assoc. was contacted, the committee chair for roads said Brian was not authorized to make such a request, nor do they have such a desire to change the character of the road.
 - ii. Kim would like to know what class Jimmy Rd is. Jimmy road is not on the list of roads we have. Central Station could be the same road, just a different name. Private rd not maintained.

- iii. Amie will look into what the status of the road.
 - iv. Ed would like to see all roads be reclassified and measured. Joe is working on this.
- b. 2024 NH DOT District Resurfacing Plan – Croydon Turnpike & SECTION of Croydon Brook Road
 - i. Written notice will be provided within 7-14 days before work begins.
 - 1. Once contractor is approved by state, town should reach out to see if other projects could piggyback off of the contractor being there in town. *(ie, resealing of Croydon Brook)*
 - 2. DOT will call a public meeting once a contractor has been chosen; they will invite the town to discuss.
- c. Avitar has requested that the Selectboard sign off on a letter requesting necessary tax information from PSNH. *(Chair signature required; Paul can mail and update Avitar with copy of request.)*
- d. West Central Behavioral has sent a letter of thanks for Croydon's continued support of their efforts of supporting mental health and substance use disorders. *(Total of \$1080 sent to support the organization for their contributions)*
- e. Nobis Engineering has prepared a proposal for the monitoring requirements of the transfer station totaling \$7,850.
 - i. Amie made a motion to sign and pay NOBIS the amount above for the upcoming year services; Kim 2nd; voted unanimously to sign and pay NOBIS \$7850 for services in 2024.
- f. Notice of Final Date Tax Form- RSA 76:13 states **"Tax Collector shall notify BTLA in writing the date in which the final tax bill was mailed."** Please see attached.
 - i. Need to make sure that Kerry at Avitar gets a copy.

6. ADDITIONS TO AGENDA

7. OLD ITEMS:

- a. US Census Bureau – Building Permits Survey – adding to 4/15 and 5/10 work that Kim & Susan will be working on.

- b. Signed Appropriations as Voted (MS-232)
 - i. Was due last Friday 4/5/2024; Selectboard members must sign so that the results of town meeting can be incorporated into the budget and submitted to DRA. Board signed and dated today.
- c. Building on Kemp Road
 - i. Property owners on Kemp Road and the surrounding area have noticed a new shed on a previously unbuildable lot Map, B, Lot 589. They have shared photos and concerns about the building's location to neighboring property lines, high-water line and road setback.
 - ii. 117 Kemp has a shed on the property. No foundation. But timber has been cut up against the water.
 - iii. Across the street is 118 – is a not buildable lot – that has a house built on it that was built within the last week. The roof has not been added yet but windows.
 - iv. This is on a class VI road – ruts in road and the road has been blocked by trailer.
 - v. Board needs to reach out to attorney and DES to start Cease and Desist delivered to property owner with certified mail. We will need one for each owner of each property. Jason Dagget and David & Shirley Farinella
 - vi. DRA, Rick Evans, will need to be called regarding the Timber that was cut. Carl sent Paul his contact information.
- d. Kemp Road Building Permit and Septic Design - building permit (dated 3/17/2024) and septic design dated 3/15/2024 (not received until 4/8/2024) has been submitted for Map 12, Lot 645. This construction has all but completed without the town signing off on a building permit.
- e. Transfer Station Update
 - i. Susan has been working on submitting the required reports. Susan completed.

- ii. Carl has completed paperwork to sign up for working the transfer station.
Town should generate a check for his training and submit ASAP.
 - 1. Shawn Douglas had expressed interest as well.
 - 2. Steve Burkhamer has also expressed interest in helping.
- f. Ed will write up the specs for the project for the town hall steps by the next meeting to be approved and then posted for bids.

8. NEW ITEMS:

- a. Bond Paperwork: Paul will send Melissa the pdf file with the Town information completed.
- b. Building Permit – Glidden Road Map 11, Lot 670 (Laventure) – 1200 sq/ft new home, approved septic on file and recorded.
 - i. Signed and approved by the BOS.
- c. Adam Kimball Appointment to Zoning Board paperwork signed.
- d. Andy Alloti here to complete the health officer paperwork; signed by Andy and the BOS.

9. PUBLIC FORUM

- a. Amie made a motion to open public forum; Ed 2nd; opened public forum at 7:49 pm.
- b. Paul Freitas Town Clerk
 - i. Dog licensing due April 30th.
 - ii. Inventory forms due April 15th.
 - iii. Record Retention Committee will be meeting end of May to go over the records to be purged under RSA 33-A:3-a in August. This will be the first meeting. Paul will post about positions in the coming weeks.
- c. Amy Campbell –Troop C officer reached out to Amy regarding a MOU (Memorandum of Use) – we ask them to do x hours a month for town we were never offered this before.
 - i. Amy will be getting a report from Troop C on utilization for the past year.
 - ii. Amy will send the information to the Board to do more research on this.

iii. Kim Burkhamer: Would like to know what else the town will be contributing to the Voyagers day of clean up April 20th.

1. The Transfer Station may not be able to open as Carl is on light duty. Amie will reach out to Carl regarding if he can work for the full day.
2. Amie will text Jason Rook to see if we can park the one ton at the fire station for trash collection.

d. Amie made a motion to close public; Kim 2nd; Voted unanimously to close public comment.

10. NON-PUBLIC (if needed):

11. ADJOURNMENT: Amie made a motion to adjourn; Kim 2nd; Voted unanimously to adjourn at 8:05 pm.

SIGNED MEETING MINUTES ON FILE AT TOWN HALL