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**MINUTES OF THE
BOARD OF SELECTMEN**

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**Regular Meeting of
March 6, 2023**

7 The Board of Selectmen held a meeting on Monday, March 6, 2023 at the Media Center at Salem
8 High School Salem, NH.

9
10 **PRESENT:** Chairman Cathy Stacey, Selectman Michael J. Lyons, Selectman Jim Keller,
11 Selectman Robert Bryant, and Chris Dillon (Town Manager).

12
13 **ABSENT:** Selectman Keith Stramaglia

14
15 **CALL TO ORDER:**

16 Chairman Stacey began by calling the meeting to order at 6:00 p.m.

17
18 **1. Pledge of Allegiance**

19 Chairman Stacey led the Board of Selectmen in the Pledge of Allegiance.

20
21 **2. Meeting Minutes:**

22 **MOTION:** by Selectman Bryant

23 *Move to approve the sealed Board of Selectmen Non-Public Session #1 Meeting Minutes from*
24 *February 27, 2023.*

25 **SECOND:** by Selectman Keller

26 **VOTE:** 4-0-0

27 **The motion passed unanimously.**

28
29 **MOTION:** by Selectman Bryant

30 *Move to approve the sealed Board of Selectmen Non-Public Session #2 Meeting Minutes from*
31 *February 27, 2023.*

32 **SECOND:** by Selectman Keller

33 **VOTE:** 4-0-0

34 **The motion passed unanimously.**

35
36 **MOTION:** by Selectman Bryant

37 *Move to approve the sealed Board of Selectmen Non-Public Session #3 Meeting Minutes from*
38 *February 27, 2023.*

39 **SECOND:** by Selectman Keller

40 **VOTE:** 4-0-0

41 **The motion passed unanimously.**

42
43 **MOTION:** by Selectman Bryant

44 *Move to approve the sealed Board of Selectmen Non-Public Session #4 Meeting Minutes from*
45 *February 27, 2023.*

46 **SECOND:** by Selectman Keller

1 **VOTE:** 4-0-0

2 **The motion passed unanimously.**

3
4 **3. Chairman Comments:**

5 Chairman Stacey stated that this would be outgoing Selectman Lyons' last meeting. They had a
6 Certificate of Appreciation for Selectman Lyons. Chairman Stacey read the Certificate which
7 stated that "In recognition of the dedicated distinctive service of Michael J. Lyons, the Town of
8 Salem, New Hampshire Board of Selectmen and Town Manager wish to recognize you for your
9 commitment and dedication to the Salem community over the past thirty-one years. You served
10 as a member of the Board of Selectmen for the past eighteen years, being elected to the Board in
11 2005. During your tenure as a member of the Board of Selectmen you have served as Chairman
12 and as a representative on various boards and committees including the Conservation
13 Commission, Budget Committee, Recreation Advisory Committee, Housing Authority, and
14 Planning Board. You also served as Selectmen's Representative on several subcommittees
15 including the Capital Improvement Plan Committee, Road Stabilization Committee, and
16 Economic Development Action Committee. Prior to being elected to the Board of Selectmen,
17 you served as an appointed member of the Conservation Commission and Planning Board. Your
18 selfless contributions helped make Salem the fine community it is today. On behalf of the Town
19 of Salem and the entire community we thank you."

20
21 Selectman Lyons stated thank you.

22
23 Selectman Keller and Selectman Bryant stated thank you to Selectman Lyons.

24
25 Chairman Stacey stated that on the Town website there was an Accreditation public comment
26 portal that was open for the Police Department because they were going for the CALEA
27 certification. Everyone was welcome to go on the portal and leave their comments if they chose.
28 It would help them and getting public comment was a requirement of the certification process.

29
30 **4. Town Approve Consent Agenda**

31 Manager Dillon stated that the packet had a list of consent items.

32
33 **MOTION:** by Selectman Bryant

34 *Move to approve the March 6, 2023 Consent Agenda.*

35 **SECOND:** by Selectman Keller

36 **VOTE:** 4-0-0

37 **The motion passed unanimously.**

38
39 **5. Conservation Commission – Request Authorization to Purchase Property**

40 **a. 35 North Main Street (Map 67, Lot 1965)**

41 **b. Therese Road (Map 83, Lot 3141), North Broadway (Map 83, Lot 3126)**

42 Manager Dillon stated that this item was a request by the Conservation Commission to purchase
43 parcels of land. The item was broken into two parts with the first part covering 35 North Main
44 Street. The packet had a memo from the Planning Director.

45
46 Jacob LaFontaine, Planning Director, stated that there were two parcels. He showed a slide with
47 a picture of the 35 North Main Street parcel. It was primarily wetlands and entirely encompassed

1 by the prime wetland buffer. The parcel was adjacent to a Town-owned parcel which was also
2 predominantly wetlands. It would round out the area contiguous to Widow Harris Brook. The
3 last two parcels purchased by the Conservation Commission were also part of this wetlands
4 system. It met the Conservation Commission goals of preserving flood plain land for water
5 storage and land that was contiguous to other conservation land.

6
7 Chairman Stacey thanked Mr. LaFontaine for explaining why the land was being purchased.

8
9 **MOTION:** by Selectman Bryant

10 *Move in accordance with RSA 36-A:4, that the Board of Selectmen supports the request of the*
11 *Conservation Commission to purchase property at 35 North Main Street (Map 67, Lot 1965);*
12 *and further authorizes the Town Manager to sign any and all documents necessary to*
13 *effectuate the agreement.*

14 **SECOND:** by Selectman Keller

15 **VOTE:** 4-0-0

16 **The motion passed unanimously.**

17
18 Mr. LaFontaine stated that the next two parcels did not have addresses but they were on Therese
19 Road and Route 28. These lots cost more than \$1 unlike the first purchase. They were about ten
20 acres in total with most of the land in prime wetlands. There was a portion of the lot that was
21 upland, closer to the Bike-Ped Corridor. The cost of the purchase was \$200,000 which was lower
22 than the cost of a house lot in town now. The Conservation Commission and the property owner
23 negotiated that price along with \$1,000 for closing costs, title search, and a Phase 1
24 Environmental Site Assessment. It was contiguous to a Town-owned parcel. There had been
25 some interest about developing the site in the past.

26
27 Chairman Stacey asked about the access to the parcel.

28
29 Mr. LaFontaine stated that there was an access easement by Univex. It would be difficult to have
30 a house behind Univex, but people had inquired about it.

31
32 Selectman Bryant asked for the balance in the Conservation Fund after this purchase was
33 approved.

34
35 Mr. LaFontaine answered that it was \$1,254,000 at the end of last year.

36
37 **MOTION:** by Selectman Bryant

38 *Move in accordance with RSA 36-A:4, that the Board of Selectmen supports the request of the*
39 *Conservation Commission to purchase property on Therese Road and North Broadway (Map*
40 *81, Lots 3141 and 3126): and further authorizes the Town Manager to sign any and all*
41 *documents necessary to effectuate the agreement.*

42 **SECOND:** by Selectman Keller

43 **VOTE:** 4-0-0

44 **The motion passed unanimously.**

45
46 Selectman Lyons asked if they ever got the piece of landlocked forest land by the Town Forest.

1 Mr. LaFontaine stated that they were in the process of closing on the parcel now.

2
3 **6. Community Services Department – Request Use of \$10,000 in Recreation Impact Fees**
4 **for Bocce Ball Court and Horseshoe Pit at Senior Center**

5 Manager Dillon stated that the packet had a memo from the Community Services Director.

6
7 Katie Duffey, Community Services Director, stated that she was looking to use \$10,000 in
8 Recreation Impact Fees to offset the cost of an AARP grant. The AARP Grant would be
9 submitted to construct a bocce ball court and a horseshoe pit at the end of the parking lot by the
10 trail that goes over to the Court House. There was a horseshoe pit there currently that was in
11 need of repair. The total cost of the project was about \$25,000. They applied unsuccessfully for
12 the grant last year. She was hoping that if they contributed towards the project that the Town
13 might receive the grant this year.

14
15 Chairman Stacey asked how this would impact what they were trying to do at Hedgehog Park.
16 She stated that she was asking about the impact fees in particular.

17
18 Ms. Duffey stated that they had \$506,680.91 in the Recreation Impact Fee Fund. They had
19 allocated \$205,000 towards the grant application for Hedgehog Park and the Board had approved
20 using up to \$200,000 in ARPA and impact fees towards the pickleball and tennis court project.
21 The balance if all of that was used was \$101,000.

22
23 Selectman Bryant stated that the memo said that the project cost was \$35,000 and the grant
24 application was for \$25,000.

25
26 Manager Dillon stated that it was a typo in the Agenda Notes. The cost was actually \$25,000
27 total.

28
29 Selectman Bryant stated that was a better project price.

30
31 Ms. Duffey stated that they would have ADA compliant seating in the area for the bocce ball
32 court and horseshoe pit and some sun shades.

33
34 Selectman Keller stated that the motion did not specify that the money would only be spent if the
35 grant was received.

36
37 **MOTION:** by Selectman Bryant

38 *Move that the Board of Selectmen authorizes the use of up to \$10,000 from Recreation Impact*
39 *Fees towards the construction of a Bocce Ball Court and Horseshoe Pit at the Senior Center.*
40 *The total cost of the project is \$25,000 and the approval is contingent upon approval of a grant*
41 *request from AARP for the balance.*

42 **SECOND:** by Selectman Keller

43 **VOTE:** 4-0-0

44 **The motion passed unanimously.**

45
46 Chairman Stacey stated good luck on the grant application.

1 **7. Announce Polling Hours and Assign Poll Checks for March 14th Election/ Ballot**
2 **Voting**

3 Manager Dillon stated that voting hours were next Tuesday, March 14th from 7 AM to 7 PM at
4 the Fisk School, the Soule School, the Barron School, the Ingram Senior Center, and the North
5 Salem School. The Board usually assigns polling locations at the meeting prior to the election.
6

7 Chairman Stacey stated that she had Selectman Stramaglia doing Barron School.
8

9 Selectman Lyons stated that he would do the other four locations.
10

11 Chairman Stacey asked if they still needed a motion to cover the transport of the ballots.
12

13 Manager Dillon stated that a motion was not necessary as long as they knew that the expectation
14 was for the Police Department to handle it.
15

16 Chairman Stacey stated that was the explanation.
17

18 **8. Town Manager's Report/Questions from Board of Selectmen**

19 Manager Dillon stated that he was out last week and thanked the staff for covering for his
20 absence. Everything went smoothly. He stated that the DOT sent a letter informing the Town that
21 the Bridge Street Bridge was approved for funding for a replacement bridge. The Town would be
22 responsible for 20% of the cost. He expected it would be a Warrant Article in the near future.
23 The Town Report was ready and Manager Dillon thanked the staff for the work particularly the
24 two staff members who did a lot of the work.
25

26 Selectman Lyons stated that he had worked with a lot of great people including this Board and a
27 number of Town Managers. A lot of positive things had happened over the years. The Charter
28 had a lot of things that could be positive even though he had not voted for it.
29

30 **9. Old Business/Tabled and Pending**

31 **10. Upcoming Meetings**

- 32 • March 20, 2023
- 33 • April 3, 2023
- 34 • April 17, 2023
- 35
- 36

37 **ADJOURNMENT TO NON-PUBLIC SESSION UNDER RSA 91-A:3,II(l) and (a) AT 6:23**
38 **P.M.**

39 **MOTION:** by Selectman Bryant

40 ***Move to adjourn at 6:23 PM.***

41 **SECOND:** by Selectman Keller

42 **ROLL CALL VOTE:** 4-0-0

43 **SELECTMAN BRYANT – YES**

44 **SELECTMAN KELLER – YES**

45 **CHAIRMAN STACEY – YES**

46 **SELECTMAN LYONS - YES**

1 **The motion passed unanimously.**

2

3 Notes/minutes taken by: Jeremiah Lamson

4

5 Approved: Board of Selectmen

6

7 Date Approved: March 20, 2023