

Town of Bartlett
Office of Selectmen
Meeting Minutes
Wednesday, July 21, 2021

Attendees: Chairman Gene Chandler, Selectman Vicki Garland, Selectman August Vincent

Meeting opened at 4:37 p.m.

Chairman Chandler asked if everyone was ok with approving the minutes of 7/7/21.

GGC – yes, VLG – yes, ADV – yes

Chairman Chandler reported the State of NH Dept. of Transportation has paid their share of the repairs at the Rocky Branch in the amount of \$46, 140.89.

Chairman Chandler reported that our Worker's Compensation Insurance carrier, Primex, notified us that we have a premium holiday in the amount of \$13, 641.95 due to fewer claims during the past year. This yearly premium was already paid in January. Chairman Chandler asked the board if they would like to carry the \$13,641.95 as a credit towards next year's premium or request a refund. All were in favor of carrying the credit over toward next year's premium.

Roger Lemay attended the meeting to inquire about the building permit he had submitted on behalf of Donald Medeiros for 254 Town Hall Road. Mr. Lemay was told the building permits had been left in the selectmen's office and that he can check on the status Thursday, 7/22/2021. They did not believe there were any issues with the permit.

A.O. Lucy from Believe In Books Literacy Foundation (BIBLF) and Kate Richardson from Bergeron Technical Services inquired about necessary permit requirements and steps to operate the BIBLF property (1RTO16-201-L10) with the current structures and features in the future. Mr. Lucy reported that a septic plan had been submitted to the NH Dept. of Environmental Services for approval. The board told him once that approval has been received he can apply for a commercial building permit for the structures already established. Mr. Lucy was reminded that he needed to have his Permit of Assembly before any activities with 50 or more attendees could take place in the previously permitted structure. No activities can occur in the unpermitted structures or features. Arrangements were made with Ms. Richardson from Bergeron Technical Services for the Permit of Assembly inspection to take place. (Bergeron Technical Services is contracted to provide commercial inspections for the Town of Bartlett.) Fire Chief, Jeff Currier, will be notified when the inspection is taking place.

Robert McSheffrey from McSheffrey's Up North, Loralie Gerard from Horizons Engineering and Michael Galante inquired about the request for more information they received from the selectmen in response to the previously submitted commercial building permit for his property (2GLENL-BG-000). A building permit was submitted for an addition to his store. The application did not fully explain the use of the new addition or the changes being made to the current building. Mr. McSheffrey explained he intended to build an addition for a new deli and convert the existing deli space into retail space for the store. It was clarified that state approval for the changes to the septic system were needed, a signed contract with Bergeron Technical Service for the commercial inspections was needed and a full description and sketch of the proposal were needed when re-submitting the permit. Mr. McSheffrey gave the selectmen the signed contract and deposit check for Bergeron Technical Services at the meeting.

Christopher Ratte, Attorney for the Nielsons, who own 17 Highwoods Dr (1RT16A-218-H17) emailed the selectmen dates for an inspection to be completed of the property. This inspection is to confirm that the property is being used as a three bedroom home as allowed by the septic approval for this property. Selectman Garland will coordinate with Fire Chief Jeff Currier to conduct the inspection. Mr. Ratte also inquired in his email about the process for this property to use a portion of the shared septic allotted to owners of the adjoining lot. A response will be sent explaining the restrictions and the process for making changes to the subdivision approval in place.

Chairman Chandler has been in contact with Josh McAllister of HEB Engineers to follow up on the progress of the Dugway project. The plan is to complete this work this fall.

AA Lynn Jones reported that Tax Collector, Cheryl Nealley, has been exploring options for addressing the issue of Grand Summit Hotel owners not paying their individual tax bills. Another town with a similar situation was able to use the small claims court to collect these payments. Ms. Jones will contact our attorney to see if it might be possible for us to do the same.

A request from Mr. Davis of 22 East Branch Road was received for the selectmen to inspect the tree cutting that was conducted behind his home along the power lines toward the New England Inn. AA Jones will be conducting property inspections with a representative from Avitar next week. They will look at this work at that time to be sure it was allowable work.

Selectmen reviewed a letter from Paul Pagliarulo in response to our letter regarding activity in the floodplain.

The next meeting will be held on Wednesday, August 4, 2021 at 4:30pm in the Meeting Room at Town Hall.

There being no further business, the meeting was adjourned at 6:02 p.m.

Respectfully submitted,

Mary Miller
Secretary

Permits Approved:

Date	Owner Name	Map/Parcel	Type of permit
7/15/2021	Elizabeth Roguet Olivier Roguet	3ALPVL-5 21 Tall Woods Loop	Construction – kitchen
7/15/2021	Craig Johnson Elizabeth Johnson	1DNDRD-144-L01 302 Dundee Rd	Construction – garage
7/15/2021	Ron Lanigan Angela Huertas	5COBRD-45-RWB 102 Cobb Farm Rd	Construction – pig pen
7/15/2021	Bruce Haskell	1ALPEN-47 Alpstrausse Rd	Construction – house
7/15/2021	Jennifer Bartlett David Bartlett	5VILLG-GRO-20 8 Grove St	Construction – house renewal of 6750
7/15/2021	Richard Goff	5VILLG-MAI-150 1255 US Route 302	Commercial – glamping pods 2 pods
7/21/2021	Donald Medeiros	1TOWNH-134-R2A 254 Town Hall Rd	Construction – garage

Date	Owner Name	Map/Parcel	Type of permit
7/21/2021	Jon/Karen Lufkin	2ALLEN-2 38 Allen Rd	Construction – garage ZBA approval
7/21/2021	David Owens	3ROLRG-20 399 Rolling Ridge	Construction – deck

Items signed:

Accounts Payable Checks

Payroll Checks

Two time off requests

LUCT – Jenks Hill – Lawrence - \$15,300.00

Two Vendor Permit Notifications

Letter to Glen Ellis Attorney Re: Park Model RVs

Abbott Brook Paving Letter