

Waterford Selectboard Special Meeting  
Tuesday, March 21, 2023  
Waterford School Gym  
6:00PM

Meeting Minutes

Call Meeting to Order – Gary Allard called the meeting to order at 6PM.

Modifications to the Agenda - None

Approval of Meeting Minutes (Action) -

- February 28, 2023 (Pre-Town Meeting) Sue Hayes made a motion to approve the pre-town meeting minutes. Mike Barrett seconded the motion. **Motion passed 3-0-1 (abstention)**
- March 7, 2023 (Town Meeting) Mike Barrett made a motion to approve the Town Meeting minutes with one correction. Sue Hayes seconded the motion. **Motion passed 4-0.**
- March 13, 2023 – Rob Begin made a motion to approve the meeting minutes. Rob Begin seconded the motion. **Motion passed 4-0.**

Selectboard Reorganization and Position Appointments (Action)

- Gary Allard nominated Mike Barrett to serve as Chair. Rob Begin seconded the motion. **Motion passed 4-0.**
- Vice Chair – Sue Hayes nominated Rob Begin to serve as Vice Chair. Gary Allard seconded the motion. **Motion passed 4-0.**
- Clerk of the Board – Gary Allard nominated Sue Hayes, Rob Begin seconded the motion. **Motion passed 4-0.**
- Auditor-to fill out Kathy Hodgdon's term until next town meeting – This vacancy notice will be posted and someone will be appointed at the April 10<sup>th</sup> meeting.

2023 Appointments

- Town Grand Juror-Beth Kanell is the incumbent – Sue Hayes makes a motion to appoint Beth Kanell as Town Grand Juror. Gary Allard seconds the motion. **Motion passed 4-0.**
- E911 Coordinator- Bill Willis is the incumbent – Rob Begin nominated Taran Gillander to serve as E911 coordinator. Gary Allard seconded the motion. **Motion passed 4-0.**
- Animal Control Officer-James Gingue is the incumbent – Rob Begin made a motion to appoint James Gingue as Animal Control Officer. Warner Hodgdon seconded the motion. **Motion passed 4-0.**
- Cemetery Sexton- Warner Hodgdon is the incumbent – Gary Allard suggests forming a cemetery commission (3 person). Warner Hodgdon spoke of what he did during his last board tenure with regards to serving both as a selectboard member and the cemetery sexton. Rob Begin made a motion to form a cemetery commission. Gary Allard

seconded the motion. **Motion passed 3-1.** Helen Pike brought up the May 13th event with WHS/DAR/Waterford 8th grade. She wants to make sure it is on the radar of the cemetery commission and the selectboard.

- Tree Warden- David Hipkins is the incumbent – Rob Begin nominated Mathew Lewis to serve as tree warden. Gary Allard seconded the motion. **Motion passed 4-0.**
- Health Officer- Andrea Dineen is the incumbent – Rob Begin nominated Andrea Dineen to serve as health officer. Gary Allard seconded the motion. **Motion passed 4-0.**
- Emergency Management Coordinator-Bill Vinton is the incumbent – Gary Allard nominated Bill Vinton to serve as emergency management coordinator. Warner Hodgdon seconded the motion. **Motion passed 4-0.**
- Energy Coordinator- Rob Begin is the incumbent – Sue Hayes nominated Rob Begin to serve as energy coordinator. Gary Allard seconded the motion. **Motion passed 4-0.**
- Green Up Chair- Robin Migdelany is the incumbent – Rob Begin made a motion to appoint Robin Migdelany as Green Up Chair. Gary Allard seconded the motion. **Motion passed 4-0.**
- Conn. River Joint Commission- Roberta Gillott is the incumbent – Gary Allard made a motion to appoint Roberta Gillott to serve on the Conn. River Joint Commission. Warner Hodgdon seconded the motion. **Motion passed 4-0.**
- Communication District Rep -Bill Piper is the incumbent – Gary Allard nominated Mike Barrett to serve as communication district rep. Rob Begin seconded the motion. **Motion passed 4-0.**
- Communication District Rep. Alt- Mike Barrett is the incumbent – Rob Begin nominated Bill Piper to serve as communication district rep alt. Gary Allard seconded the motion. **Motion passed 4-0.**
- Calex Representative – Alicia Mallaber is the incumbent- Rob Begin nominated Roger Leroux to serve as the Calex representative. Gary Allard seconded the motion. **Motion passed 4-0.**
- NVDA Representative-Rob Begin is the incumbent – Gary Allard nominated Rob Begin to serve as NVDA Representative. Warner Hodgdon seconded the nomination. **Motion passed 4-0.**
- NVDA Alternate- Marcia Martel is the incumbent – Warner Hodgdon made a motion to appoint Marcia Martel as the NVDA alternate. Sue Hayes seconded the motion. **Motion passed 4-0.**
- NEKWMD Supervisor-Rick Stodola is the incumbent – Gary Allard made a motion to appoint Rick Stodola as the NEKWMD Supervisor. Rob Begin seconded the motion. **Motion passed 4-0.**
- NEKWMD Alternate-Bruce Allen is the incumbent – Gary Allard nominated Clem Gray to serve as NEKWMD alternate. Rob Begin seconded the motion. **Motion passed 4-0.**
- NEKWMD 2nd Alternate-Mike Barrett nominated Howard Remick to serve as NEKWMD 2<sup>nd</sup> Alternate. Sue Hayes seconded the motion. **Motion passed 4-0.**
- Development Review Board-1 seat- Daphne Bullock is the incumbent – Gary Allard nominated Daphne Bullock to serve on the Development Review Board. Sue Hayes seconded the motion. **Motion passed 4-0.** Warner Hodgdon nominated Tom Thomas to replace Sue Hayes on the Development Review Board. Rob Begin seconded the motion. **Motion passed 4-0.**

- Planning Board -2 seats- Bob Cushing and Kimberly Willey are the incumbents – Maria (finishing Roberta’s term)/ Bob/Kim – Rob Begin nominated Bob Cushing and Kim Willey to serve on the planning board. Gary Allard seconded the motion. **Motion passed 4-0.** Appointment letters will be sent to everyone by the Town Clerk.

Boards and/or appointments should plan to update on the board on a quarterly basis.

- Set Regular Meeting Schedule – 2<sup>nd</sup> and 4<sup>th</sup> Monday of the month. If it is on a holiday then pushes to Tuesday. 6pm – location TBD. Rob Begin made a motion to accept the proposed meeting schedule. Gary Allard seconded the motion. Motion passed 4-0.
- Adopt Conflict of Interest/Ethics Policy for board (Action) – Gary Allard made motion to adopt/approve the conflict of interest/ethics policy. Sue seconded the motion. **Motion passed 4-0.**
- Adopt Cemetery Entry Policy (Action) – not a policy it’s an agreement. Sue Hayes made a motion to adopt the agreement for cemetery entry. Gary Allard seconded the motion. **Motion passed 4-0.**
- Planning Commission Amendment Proposal (Informational) – public hear needs to be held between 20 and 120 days from the hearing date. Discussion at April meeting and set the hearing date. Adopt and then the town vote at the next town meeting. Amendments – regulating short term rentals, redistricting, helipad, new district (Higgin’s Hill District – 1 acre lots was proposed.) Signage discussion. Hearing was on February 15 – needs to be held before June 15<sup>th</sup>. Website has the right version.
- Citizen’s Concerns –
  - Town Meeting – ballot box needs to have a closer eye on people putting ballots.
  - Jennifer Smith asked if the board had considered holding their meetings online again. The board will consider it depending on the location they choose for meetings.
  - Clem Gray asked whether the board had decided about the use of bags/tickets for transfer station. It is on the list.

#### Meeting Agenda Items for Next Meeting

- Board reviewed the scope of work that will be sent out for bid to highly qualified professionals. This will be sent out. Mowing bids will be sealed and will be opened at the April meeting.
- Strategy for capital equipment
- ATV people- subcommittee – Howard Remick, Jerry Jones, Sue Hayes, Mike Barrett.
- Town Ordinances – highway – May?
- Working meeting in April will be used as the date for the planning commission hearing. .

Warner Hodgdon made a motion to adjourn the meeting. Gary Allard seconded the motion. Meeting adjourn at 7:37 PM.