Town of Rollinsford

Select Board Meeting

July 13, 2026

Kim St Hilaire, Peter Lampesis, Jodi Carnes

Minutes recorded by Salme Perry

K St. Hilaire called the meeting to order at 5:34 p.m.

Prior to the regular business meeting, K. St. Hilaire made a motion to enter non-public pursuant to NH RSA 91-A:3 II (a) with Tom Clark, Building Inspector. KS/JC KS=yes, PL=yes, JC=yes

Motion by K. St. Hilaire at 6:30 pm to exit non-public, seconded by J. Carnes. KS=yes, PL=yes, JC=yes

Motion by K. St. Hilaire at 6:30 pm to enter public, seconded by J. Carnes, All in favor.

1. Community Input

Joe Desch, Chair of the Conservation Commission, and member Peter Calhoun, described the plans for renovating the Cross Street garden and walkway, making it safer to traverse. He will oversee the work done by Old Stage Enterprise. The Community Garden will fund the project.

The sidewalk by the Upper Mill was discussed. It needs to be redone. The problem is that it is on a State road, subject to State requirements. C Boyle stated when last looked at, the cost was too prohibitive. K. St. Hilaire suggested that use of the Transportation Fund may be an option to fix the sidewalk. Jim Andersen will contact the State and C Boyle will discuss liability with Primex.

2. Consent Calendar

a. Approval of Minutes: 6/29

The minutes of 6/15/26, with one correction, were approved. KS/PL All in favor.

3. Department/Department Head Business (as needed for new business and updates)

a. Highway/Transfer Station/Facilities Management - Jim Andersen, Public Works Manager

i. Purchase Order #26-TS-08 in the amount of $5,500 to Waste Management for August MSW & Demo Tipping Fees JC/PL All in favor

Ii. Pest Control

To control pests at the Transfer Station, J Andersen recommended using KG, although more expensive ($350/mo) than Modern ($190/mo), because of past experience; KG was deemed more reliable.

Purchase Order in the amount of $3200. to KG Pest Control KS/PL All in favor

The storage container is being delivered.

Libby Scott will be paving Pine St in the latter half of August.

The public will be notified about the paving.

b. Tax Collector, Town Clerk, Finance Administrator - No new items

c. Building Inspector/Code Enforcement/Land Use - No new items

d. Police - Chief Uraskevich

Purchase Order 26-POL-005 Defense Mechanisms $4833.
Replacement KS/PL All in favor

Chief Uraskevich reported that a bogus bomb threat was received at the Revo Casino. The threat was cleared with the help of police dogs; the public was not disturbed.

e. Fire - No new items

4. Town Administrator - Cary Boyle

a. Lease Agreement Temporary Space

The lease agreement will hopefully be signed next Monday; C Boyle will organize the Board to meet for signing. After signing, the space can be painted and carpeted.

b. 2026 MS-535

The MS-535 document was signed by the Board members

c. M. Cassanelli - Motor Vehicle Junkyard License Renewal

The Board accepted the renewal. KS/JC All in favor. KS signed the renewal.

C Boyle reported that the survey of the Transfer Station is turning into a significant research project.

5. Select Board Administration

a. Committee and Liaison Updates (if any)

The Planning Board will meet tomorrow evening. The drafts of the fee schedule will be reviewed.

Jon Ordway shared the draft of the Budget Committee meetings for Fall. Department Heads will begin presentations in August.

C Boyle shared copies of the auditor’s concerns. The Transfer Station is improving, but recommends hiring an extra attendant to collect fees.

Cyber security needs to be reviewed as part of the auditor’s findings.

P Lampesis recommends adopting credit card acceptance.

b. Non-public pursuant to NH RSA 91-A:3, II (a)

At 8:18 p.m., the Board entered non-public pursuant to NH RSA 91-A;3, II (a) as moved by K St Hilaire, seconded by P Lampesis. KS =yes, PL = yes, JC = yes.

Motion by K. St. Hilaire to exit non-public at 10:00 p.m., seconded by P. Lampesis. PL = yes, KS = yes, JC = yes.

Motion by K. St. Hilaire to enter public at 10:00 pm, seconded by J. Carnes, all in favor.

6. Community Input - None

7. Any other business to come before the Board

8. Adjournment

Motion by K. St. Hilaire at 10:04 p.m. to adjourn, seconded by P. Lampesis, all in favor