



BOARD OF SELECTMEN
Tuesday, August 25, 2026
Meeting Minutes

CALL TO ORDER: The meeting was called to order at 6:00 pm by Chairman Andrew Sylvester. **Present:** Chairman Andrew Sylvester (AS), Board Members Paula Penney (PP), Jason Leavitt (JL), Richard Therrien (RT), Town Administrator Karen Montgomery (KM), Recording Secretary Britney Goodwin (BG) **Absent:** Vice-Chair Gary Madden (GM)

There were approximately 12 members of the public in attendance.

PLEDGE OF ALLEGIANCE: 6:01 pm

AGENDA REVIEW:

ACTION ITEMS: The Board approved and signed the payroll and manifest. Member Leavitt made a motion to approve the minutes of August 18, 2026, seconded by Member Therrien and passed with a unanimous vote. Also approved and signed was one letter of hire for the tax collector's office, one yield tax levy, one intent to cut wood, a letter to Lakes Region Mutual Fire Aid naming Chief Wilder as director on their Board, an appointment for Kevin Harrison as a Planning Board alternate and one exit letter regarding the resignation of an on-call member of the fire department.

APPOINTMENTS: At 6:08 pm the Board met with the Halfmoon Lake Association (HLA) members Nina Kelly and Ernest Glynn regarding the preliminary work to be done along with the grant that had been awarded. An initial grant that the association had applied for roughly two years ago from the Department of Environmental Service had been awarded to the HLA for a total of \$75,000 to create and identify a watershed management plan. With the grant in mind, three priority projects had been found, and they understood that it would take a lot of time and work to remedy. To help with the costs, a second grant was applied for, and it was just awarded in January. For these projects, the HLA had an engineer of CDI out of Massachusetts. As of current, CDI has already come out with the conceptual designs for the three priority projects with potential costs, including North Barnstead Road.

The Chair stated that it would be best to get the bridge and culvert work on North Barnstead Road done at the same time and budget a small amount each year until it can be done. If funds were not saved up, there could be a point in time where jersey barriers would have to go up and close off the entire road, which no one wants to happen as it is a main road. In regard to the bridge, Ernest asked if there would be a temporary fix for the bridge due to two sinkholes being there, roughly three-feet in diameter and around three-and-a-half to four-feet deep. Chairman Sylvester stated the town has two engineers lined

up for projects and had been trying to figure out which ones would get which projects. Nina asked if the idea of merging the engineers for the project would be premature, and the Chair stated that it would be.

Member Therrien asked if there was anything temporary that could be done, and the Chair responded that he didn't know of anything to his knowledge, however, he did recall in 2019 that Josh (an engineer) thought everything needed to be completely redone, which meant taking the culverts out. Member Therrien thought that they had talked about using riprap this year as a temporary solution. Chairman Sylvester stated that the riprap won't hold based on his experience with Hazel Clark Road since the velocity of the running water had caused blow outs of the riprap. Ernest commented that the CDI engineer suggested to put in check dams to help with the issue.

Nina revealed the other two priority projects were in Alton and Locke Lake. Alton and Locke Lake are both willing to help provide manpower and equipment to help lower the costs, and Nina was asking Barnstead for the same consideration. Member Therrien told her that they could not do that until they determine exactly what needs to be done. She also stated the contractor offered to review everything with the Board via Zoom. Another important detail of the grant was that it had matching opportunity where a total of \$50,000 would be needed to offset by the equipment and manpower donated by Barnstead and Locke Lake. Member Therrien commented that he was not against consolidating resources. The Chair stated he was skeptical of the design presented by the HLA engineer and Member Leavitt added that the design would be good for a year or two but not long term. Ernest stated that he shared the same concern. Member Leavitt said it wouldn't hurt to hear what the engineer has to say. The Chair and Member Penney felt they should have their engineer look at and get some ideas. It was determined that the town would have their engineer look at it first and then have the HLA engineer come out. Ernest mentioned that their engineer is out of Vermont. A suggestion was mentioned for a Zoom meeting or Teams meeting. Nina thanked the Board, and Member Penney thanked the Halfmoon Lake Association.

NEW BUSINESS: A. The Board approved the additional payment from the Road Paving and Maintenance expendable fund for the paving that took place with R&D Paving. B. CIP meetings will be held at the town hall every Thursday at 2:00 pm starting August 27th and lasting through September.

OLD BUSINESS: A. The rules of procedure are still being worked on, and Member Penney has already submitted her suggestions. The Board will review the suggestions at the Sept. 1, 2026 meeting.

B. The new town website is up and running. Some information on the site is outdated, and the Chair suggested for the townspeople to bring any glitches or issues to their attention to have them fixed. Chairman Sylvester wanted to thank Danielle for all of the work she had done last year and this year to prepare everything for the change, especially with all of the back and forth that took place with CivicPlus.

C. See Informational Items A. for the Hartshorn Culvert.

INFORMATIONAL ITEMS: A. The abutter said that they are okay with allowing a temporary roadway through their property when the project takes place in 2027.

B. Member Leavitt was able to attend the meeting at Prospect in-person while Member Penney was able to attend via phone. The Clerk of the Works, who will be referred to as Gordon, has been with the project since the beginning and was hired by the school. As of the meeting, Fab's report was discussed and everything is set to be on schedule, and Gordon should be reporting to the Board. Member Penney also stated that a lot of the information given was pretty general, and she hopes for more information going forward.

C. The work on Narrows Road should be finished up on Monday (8/31).

PUBLIC INPUT/ANNOUNCEMENT: Public input was opened at 6:26 pm and Frank McDonald informed the Board about the watershed committee interviewing their lead firm and made the choice to go with them for the project, but the town would have to sign. Going back to the topic of the watershed project, the plan is to get a scope of the work and get the budget approved as a lot of time was spent on the budget. The company they were looking to go with was familiar with New Hampshire lakes, and they would be able to get to the first shorelines. The timeframe is not known, but the company is excited about getting in there.

The topic then shifted to the LLIA water line along the roadway that has been an issue due to the amount of times it has been hit. The line has been repaired, and everything had gone well after a small issue when Courtney Wade had to back out due to receiving a job offer from a different city. However, she had recommended Andrew Moss to take over the repairs. After the repairs were completed, Fab Cusson and Sarah Hodgdon both went down to take a look. Fab performed his inspection of the line, and Courtney Wade also came down to take a look.

Frank stated that he was thinking about taking what was being learned from the Halfmoon Lake Association and applying it to the watershed committee. After, he wanted to congratulate Karen for when she retires, but he also was wondering if grant writing and additional funding would be part of the job description for a Town Administrator. Frank thanked the Board. Public input was closed at 6:34 pm.

The recording secretary left at 6:34 pm.

NON-PUBLIC: A motion was made by Member Penney to go into Non-Public Session at 6:35 pm per RSA 91-A:3 II, (c), seconded by Member RT, and approved with the following votes: Chairman Sylvester, yes; Member Leavitt, yes; Member Penney, yes; and Member Therrien, yes. The Board came out of non-public session at 7:07 pm.

ADJOURNMENT: On a motion to adjourn the meeting at 7:07 pm by Chairman Sylvester, seconded by Member Penney, the Board voted unanimously in favor of the motion.

Respectfully submitted,

Britney Goodwin

Andrew Sylvester, Chairman

Gary Madden, Vice Chairman

Jason Leavitt

Paula Penney

Richard Therrien