



Salisbury Board of Selectmen

Meeting Minutes

August 19, 2026

DRAFT

Selectman Jim Hoyt, Chair	Present
Selectman David Hostetler	Present
Selectman David Kelly	Present
Town Administrator April Rollins	Present
Municipal Assistant Sam Wasil	Present

Attendees: A dozen citizens attended the meeting in person. Four citizens attended via Zoom.

Chair Hoyt opened the Board of Selectmen meeting at 7:00 p.m.

Chair Hoyt lead the room in a moment of silence for Sharon MacDuffie.

Review & Approval of Draft Minutes:

Chair Hoyt **motioned** to approve the draft minutes from the meeting of August 19th, 2026 as written. Selectman Kelly **seconded** the motion to approve which passed with none opposed.

Signatures:

Chair Hoyt noted that the Selectboard had reviewed and signed off on:

Accounts Payable & Payroll Registers which are available for Public Inspection.

Notice of Intent to Cut – Tax Map 246, Lot 8 (Landry), Tax Map 239, Lot 7 (Merenyi) and Tax Map 241, Lot 32 (Preble)

Department Head, Board, Committee Updates:

- Moderator Irving – Moderator Irving discussed the questions raised at the previous meeting about certain election standards. The first was about order of candidates on ballots. Irving noted the procedure for choosing the order is done by a random draw of candidates for the first place and then in alphabetical order after them.

Moderator Irving noted the ballot clerk issue has been raised by many towns before Salisbury. Irving is waiting for a response from the Secretary of State to this question but has also done his own research. Senate Bill 121 from 2023 would have addressed these issues but was not passed. Irving noted with the election six days away the current ballot clerks will continue to be ballot clerks. If any volunteers would like to be a ballot clerk in the future, he is willing to have them shadow one of the clerks for the day.

Moderator Irving noted he would like to have at least six people trained to be ballots clerks, if anyone signed up. This way the clerks could have shifts instead of the same two people the whole day. TA Rollins suggested a signup sheet at the election for anyone who would like to

volunteer. A member of the audience suggested putting a notice on the website as well.

- Road Agent / Fire Department – RA MacDuffie noted the paving on Hensmith and West Salisbury is done. The shoulders will be finished soon. Warner Road is getting culverts redone currently and then will be ground up and paved.

Fire Chief MacDuffie asked TA Rollins if the fire department had to do anything different for the changes to worker's compensation. Rollins noted she spoke with Primex, the Town's insurance and the Town is in compliance, so no changes need to happen currently.

- Transfer Station – Selectman Hostetler noted he is still getting information on solar and electricity at the Transfer Station. Hostetler noted he needed a better idea of what would need to run off the electricity in order to find the right equipment. RA MacDuffie noted he had suggested a block heater for the backhoe. The heater in the warming hut could also be powered this way.

Ken Egounis, on zoom, asked "How about a battery pack that could be charged at the town office till solar can be figured out" Selectman Hostetler replied that it would likely take the same amount of time to get a battery pack as it would to get the solar set up. Chair Hoyt asked if there were battery packs that could be programmed to charge from the generator when low. Hostetler replied yes, and they could investigate that.

Ken Egounis, on zoom, asked "possible time frame?" Selectman Hostetler noted once a system was bought it could be installed in a couple weeks. The timeframe is dependent on finding the right system.

TS Manager Josh Clark asked if the metal pile issue had been discussed. Selectman Hostetler noted there was advantages and disadvantages to a metal container. Hostetler felt New Hampshire Recycles should continue picking up the pile

- Conservation Commission – Selectman Kelly noted the new conservation area will be opening on September 20th, the commission will be holding a ceremony. A kiosk is being built with the name, Sandy & Everett McLaughlin Conservation Area and the trail is named the Vermetti Pond Trail.
- Highway Work Session – TA Rollins noted the discussed changes have been made to the Highway RFP, including a new section for bond and insurance. Rollins noted the paving will be just under half an acre.

Chair Hoyt **motioned** to approve the Highway Building RFP and place it out for bids.

Selectman Hostetler **seconded** the motion, passing unopposed.

New Business:

- Byron's Septic Service – Byron's will no longer be offering porta potty services. TA Rollins will look into quotes for a new service to include the ballfield, transfer station and soccer field. Selectman Hostetler noted the highway building construction site will also need one.

- Town Hall Rental – Andover Snowmobile Club's Landowner's Appreciation Dinner on September 26th.

Chair Hoyt **motioned** to waive the fee for the town hall rental.

Selectman Hostetler **seconded** the motion, passing unopposed.

- Revaluation Invoice - \$13,900 dollars was invoiced for the first revaluation. Selectman Hostetler asked why the invoice noted 2023, 2024 and 2025 as the collection years. TA Rollins replied those year's pick ups are included in the revaluation and have not been invoiced for in those years.

Chair Hoyt **motioned** to pay \$13,900 dollars out of the Revaluation CRF.

Selectman Kelly **seconded** the motion, passing unopposed.

- Cash Receipts/Deposits Policy – TA Rollins noted due to new legislation the deposit amount needed to be increased from \$1,500 to \$3,500 dollars. A typo was also fixed.
Chair Hoyt **motioned** accept the changes to the Cash Receipts Policy.
Selectman Hostetler **seconded** the motion, passing unopposed.

Old Business:

Alcohol, Drug and Controlled Substances Policy

Chair Hoyt **motioned** to accept the Alcohol, Drug and Controlled Substances Policy.
Selectman Hostetler **seconded** the motion, passing unopposed.

Email Addresses

Selectman Hostetler noted he had looked at one other provider but they were not cost comparative to Network Solutions. Hostetler would like to look into Network Solutions information more. The emails have until the end of September to switch over. Emails included are the Administrator, Assistant, Bookkeeper, Treasurer and Planning/Zoning. The Tax Collector, Town Clerk and Building Inspector have their own emails.

Public Comment

Marcia Murphy asked why the vacancy for budget committee has not been advertised. TA Rollins noted the advertisement was overlooked and will be up as soon as possible.

Marcia Murphy asked if the town had ever received feedback on how the elections run. Selectman Hostetler noted he had heard comments while he was moderator at an election but there was never any formal feedback.

Town Administrator's Report:

91-A Request – TA Rollins noted a request from Attorney Christopher Hawkins (DTC) for communications with Lori Collins was submitted. Communications were to include the Selectboard, Road Agent and the Highway Advisory Committee since 2024. The committee was disbanded in 2022. An email was sent to Hawkins with this information.

Joint Meeting with Budget Committee – Scheduled for September 14th at 7 p.m. TA Rollins will be reviewing the budget with Selectman Kelly beforehand.

NEXT MEETING: Wednesday, September 16, 2026 @ 7 p.m. upstairs in Academy Hall

Adjournment:

Chair Hoyt **motioned** that they adjourn the meeting.
Selectman Kelly **seconded** the motion and the Board adjourned at 7:50 p.m.

Respectfully Submitted,

Sam Wasil, Municipal Assistant