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Town of Bartlett  
Office of Selectmen  
Meeting Minutes  
Wednesday, August 26, 2026

Attendees: Chairman Gene Chandler, Selectman Vicki Garland, Selectman Ron Munro

The meeting was called to order at 4:00 PM.

The Pledge of Allegiance was led by Selectman Chandler.

Town Clerk/Tax Collector Cheryl Nealley stepped into the meeting to discuss the setup for the upcoming Primary Elections, which are to be held at the Town Hall on September 8. The police department recently purchased some supply cabinets, which they intended to store in the meeting room, however, due to the already limited space for election setup, had to be moved. The Selectmen and TC Nealley discussed the needs of the election setup, and it was decided that a table, a safe and a filing cabinet would be removed from the meeting room and some furniture rearranged to make more room for voting booths. Administrative Assistant Amanda Gagnon will ask the Road Agent to remove the furniture from the meeting room.

Chief of Police, Christopher Keaton attended the meeting along with Bartlett's newest officer, Jason Steele. Chief Keaton informed the Board of Selectmen that Officer Steele has graduated from the Police Academy and will be finishing his field training within a couple of weeks and then will be out on patrol. The Selectmen congratulated Officer Steele and thanked him for his hard work at the academy. Officer Steele thanked the Board for the opportunity. Chief Keaton then told the Board that things have been very busy for his department and discussed a few of the court cases he's had this week.

The Selectmen then revisited the tabled discussion of offering part-time employees health and dental benefits. After brief discussion, it was decided that as of January 1, 2027, the Town will offer part-time employees, working 20-39 hours per week health and dental benefits and will cover 50% of the premium, with the employee responsible for the remaining 50%. AA Gagnon will work on a notice to part-time employees letting them know of the change.

The Board of Selectmen unanimously made the decision to promote Jeff Bryan to the Manager of the Transfer Station, effective immediately. AA Gagnon will draft a letter congratulating Bryan on his promotion.

AA Gagnon asked about the date of the next Selectmen's meeting, as the next meeting was scheduled to take place on election day. After brief discussion, it was decided to move the meetings back to the original every other Wednesday schedule, with the next meeting scheduled for Wednesday, September 9. AA Gagnon will update the website and notices at the post offices. Selectman Garland will reach out to the Bartlett Jackson Ambulance committee to reschedule the meeting that was due to be held on November 10<sup>th</sup>.

AA Gagnon informed the Selectmen that the majority of the police officer's cell phones are eligible for upgrades with no cost or increase to the monthly bill. The Board unanimously agreed to allow AA Gagnon to upgrade the phones that are eligible.

Selectman Garland made a motion to approve the minutes from the Selectman's Meeting on August 11, 2026. Selectman Munro seconded the motion. Roll call vote GGC- yes, VLG – yes, RTM – yes.

Town Administrator Lynn Jones asked the Board if they will all be at the Town Hall on Election Day, September 8. All three Selectmen will be present.

Selectman Garland asked TA Jones if she had heard anything from legal counsel regarding a permitting question. As TA Jones has been out of the office for two weeks, she had not corresponded with counsel yet. TA Jones will reach out with the question and will let the Selectmen know when she hears back.

Selectman Garland stated that the Planning Board has been working on the updates to the Master Plan and that they will need write-ups from the Road Agent and the Fire Department. There was brief discussion on who did the write-ups for the current Master Plan, and it was decided to ask PB Secretary Louise Burns to send the current sections to both the Road Agent and the Administrative Assistant of the Fire Department to give them an idea of what the PB is looking for.

Selectman Munro informed the other Selectmen that he has retired from his full-time job, effective the week prior.

Chief Keaton stepped back into the meeting to give a brief update on a case that the department has been working on for several years. The case has finally been resolved after a lot of work by Sargeant David Courville and the rest of the department. The Selectmen commended the department on a job well done.

Selectman Munro brought up a conversation he recently had with Staff Sargent Brian Moffitt. Officer Cameron Emmett joined the meeting, and Selectman Garland made a motion at 4:41 PM to enter into nonpublic session pursuant to RSA 91-A:3, II (a) for a personnel issue. Selectman Munro seconded the motion. Roll call vote GGC- yes, VLG – yes, RTM – yes.

Selectman Munro made a motion at 5:30 PM to end the nonpublic session and seal the minutes. Selectman Garland seconded the motion. Roll call vote GGC- yes, VLG – yes, RTM – yes.

Selectman Munro brought up a letter recently received by a member of the Bartlett Jackson Ambulance Service. Because not all of the Selectmen have had a chance to read the letter, and the contents of the letter are serious in nature, the discussion was tabled until everyone has had a chance to review it.

There being no further business, the meeting was adjourned at 5:37 PM.

Respectfully submitted,  
Amanda R. Gagnon  
Administrative Assistant

## **Permits Approved:**

| <b>Date</b> | <b>Owner Name</b> | <b>Map/Parcel</b> | <b>Type of permit</b>     |
|-------------|-------------------|-------------------|---------------------------|
| 8/26/2026   | Sandberg          | 1INTHI-40-0       | Driveway Permit           |
| 8/26/2026   | Blough            | 1THORN-54-LOE     | Driveway Permit           |
| 8/26/2026   | Matarese          | 4MTSUR-7-R09      | Construction – Garage     |
| 8/26/2026   | Doucette          | 1THORN-42-L00     | Construction – Porch (x2) |
| 8/26/2026   | Ryan              | 1THORN-9-R00      | Construction – Generator  |
| 8/26/2026   | Tomlinson         | 2GLENW-21-0       | Construction – Deck       |
| 8/26/2026   | Downing           | 2RT016-181-G01    | Construction – Shed       |
| 8/26/2026   | Eisenberg         | 1THORN-93-R00     | Construction – House      |
| 8/26/2026   | Franco            | 6WSTSD-80-L01     | Construction – House      |

## **Special Events Licenses:**

## **Date of Event:**

## **Vendor Permits:**

## **Name of Vendor:**

## **Location:**

## **Dates of activity:**

## **Letters signed:**

Permit denial Letter to Pagliarulo (5VILLG-MAI-20)

Reply to right-to-know request letter to Pagliarulo (5VILLG-MAI-20)

Letter to Jeffrey Johnson (5STLNG-F-5) regarding solar exemption request

Reply to right-to-know request letter to David Broms

## **Items signed:**

Accounts Payable Checks

Payroll Checks

Time off requests

Purchase Orders