



BOARD OF SELECTMEN Tuesday, August 18, 2026 Meeting Minutes

CALL TO ORDER: The meeting was called to order at 6:01 pm by Chairman Andrew Sylvester. **Present:** Chairman Andrew Sylvester (AS), Vice-Chair Gary Madden (GM), Board Members Paula Penney (PP), Jason Leavitt (JL), Richard Therrien (RT), Town Administrator Karen Montgomery (KM); **Absent:** Recording Secretary Britney Goodwin (BG)

There were approximately 6 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 Penney made a motion to approve the minutes of August 11, 2026, seconded by Member Leavitt and passing with a unanimous vote. There were three land use change tax bills and the NHDES grant agreement for the highway truck were and signed. The NHDES truck grant will now have to be approved by the governor and council, and the town could get up to \$143,970 in reimbursement.

INFORMATIONAL ITEMS: A. From the meeting with the Pittsfield Select Board on August 12th, one of the topics discussed was to work together on the purchasing of winter sand and salt, potentially finding a way to save some money on the materials. Both Selectboards are looking to meet again on September 16th at 5:30 pm in Barnstead. Barnstead and Pittsfield were looking at items they can share with each other, such as fire rescue and police resources, to which both are pretty much working together already. Another idea was to find a mechanic both towns could rely on to help cut down on repair costs. Both towns should have their business development committees meet and try to see what can be done to attract businesses to either town. Pittsfield is considered to have limited access on 28 when it comes to adding new driveways. Barnstead, on the other hand, is not considered limited access, however it does play into the zoning ordinance of the town that gives protections for viewable areas. There was talk of trying to get another town involved, but it would be best to have it just be Barnstead and Pittsfield first before figuring out another town to bring into the mix.

B. The meeting with the School Board regarding the construction updates was set to take place at 6:00 pm on August 19th at Prospect. Some members of the Barnstead Select Board will attend to ask questions but are not on the JMA agenda as having an appointment. The meeting is open to the public.

C. On August 13th, water was discovered in the basement after the heavy rainfall and had to be mopped up. Member Therien stated he did not have a chance to look at the door and seal around the bulkhead, which tends to flood when a downpour occurs. At one point, the area around it had been graded so the water could go elsewhere but has failed. It has been an ongoing issue for years, and Fab believes with an overhang and gutters the water could be shed off and away from the door. There was also a small water leak from the boiler that a previous member of the Board had looked at and didn't feel it had to be repaired at that time. Rasco Plumbing was called and came in to fix the boiler for \$475. This would be something to think about for the potential addition.

D. In the Town Clerk/Tax Collector's office, the new hire, Dean, started part-time on August 17th, bringing the roster to one full-time employee and three part-time employees, including the deputy. Dean will be scheduled Monday, Thursday, and Friday while Greta will remain Tuesday and Wednesday and Mary, the deputy in between as needed. When the Vice-Chair asked if the Clerk's office hours were back to regular time, he was informed that they were. It will be posted on the town website of the hours returning to normal, even though the hours had never changed on the website.

APPOINTMENTS: At 6:14 pm the Board met with Nancy Carr about the upcoming elections, and shared concerns about the elementary school being ready. The school posted that they would be ready for the election taking place on September 8th. The Chair has spoken with Matt, the superintendent, about it, and it is posted on the school calendar that they will be closed on September 8th and November 3rd. It was also stated that the buses are supposed to have access to go around the building this year. The Chair will give Nancy the contact info for the superintendent.

Nancy mentioned to the Board that she has already been to safety training at the secretary of state's office. Along with the safety training, she attended tumblers which had amassed many other departments, like FEMA and Homeland Security. Nancy stated that she would have a training on August 27th and potentially one more on September 1st. Member Therrien asked what the training was on and if it was any changes to the process of procedure of registering, and Nancy responded that it was for the supervisors to take care of registrations. It was more to talk with the ballot clerks and gatekeepers about the business of procedures.

Another question Nancy brought up was regarding the availability of the police that day. She would like to have someone there from 6:45 am – 8:00 am and then 6:00 pm – 8:00 pm. If possible, she would appreciate an officer stopping by during the day while they are on duty. Vice-Chair Madden mentioned that there would be two officers that day as Nicholas Ciampa will be graduating from the academy.

Nancy stated that if any member of the Select Board is unable to attend, they need to have a proxy in their stead and inform Nancy of who the proxy will be. If a member does not have a proxy, Nancy stated that she has plenty and can have them step in. Member Leavitt said he would be in attendance that day. However, Member Penney stated that due to it being an election, she will have to be at the Secretary of State's Office. She

added that the constitution requires every member of the Select Board to be present (or have a proxy).

NEW BUSINESS: A. The monthly building inspector report was submitted and had been viewed by all.

B. The Board reviewed the expenditure request from Nancy in the amount of \$2,664 for the 300th celebration and the Chairman explained that it is over what the purchasing policy allows. The Board policy requires at least three informal bids or quotes. Nancy told the Board she was not aware of the purchasing policy and requested a copy of it for future reference. Member Therrien stated that the reason why they should get three quotes is because of the opportunity to save money and have a higher profit margin. The Board approved the invoice this time but it was suggested to do whatever it takes in the future to get the best deals possible. Member Therrien asked if all of the shirts for Old Home Day had sold and Nancy stated that she was not the Chairman for Old Home Day and they sold a lot but still had some left.

Nancy next asked what would happen to the money if they managed to sell all of their swag for the 300th celebration and the Town Administrator responded that the revenue would go in to the general fund but a warrant article would be needed to put money back into the fund. In light of this, Nancy was also encouraging donations to help the committee fund some of the festivities. The group discussed a drone show versus fireworks and Nancy stated the average drone show was around \$17,000, which the Board agreed was expensive. The Chair suggested to try getting three quotes for a drone show or firework show, if possible. The Town Administrator mentioned that where the capital reserve was set up just for the purpose of the 300th celebration, the Board should consider closing the fund and possibly put the monies towards old home day or another fund. Nancy left at 6:37 pm.

C. The Lakes Region Planning Commission sent a thank you to David Kerr for attending all of their meetings and the work he has done as the town's representative.

OLD BUSINESS: A. The rules of procedure had been going through updates, and Member Therrien thinks the Board should send their markups to the Town Administrator. Member Penney agreed with the idea and stated that it would also be best to inform the staff of what the changes may potentially be. The Chair added his opinion that he believed there are some things that should be added and clarified, especially on the resident's side. September 1st is the proposed date for the draft to be completed. It was also mentioned by the Chair that one thing needing to be clearly documented in the rules of procedure is how to obtain information from the Board, which could lead to a potential formalized 91 request. This is something that the public would be able to read and see, that way the public knows what it is.

B. The new website for the town is set to go live on August 20th.

DEPT. HEADS / COMMITTEE REPORTS: At 6:38 pm, Chairman Sylvester stated that the report that was referred to during a Selectmen's meeting was Fab's inspection report on the elementary school construction – not the State's. The state is not producing any formalized inspection reports, which was found out after checking with Fab. The discussion at that meeting was that Fab's report should not be made public until the school had a chance to see it. The Chairman commented that Fab's report could now be put on the website and Member Penney stated that if it's going to be put on the website, there should also be something stating that the issue has been resolved so people know there was a concern and that it was resolved, especially if the additional communication from Fab/Milestone was put on the site as well.

PUBLIC INPUT/ANNOUNCEMENT: Public input was opened at 6:42 pm and Dale Mello asked for clarification on the land use tax bills. She was told it was the 3 pieces of property the Conservation Commission had recently purchased. She next inquired about the truck grant and was told that if approved by Governor & Council, the town will get rid of an older 10-wheeler truck and the grant is towards the purchase of a new F-600. The grant could cover up to 80-percent of the cost of the new truck.

Steve Beaudoin asked if the school had a clerk of the works for the job based on the violations discovered. Chairman Sylvester responded that to his knowledge, that's what Milestone was for as they are the project management in charge. Steve commented that the way the project is being handled is disturbing based on seeing the failures from the contractors, especially if someone is getting behind the 8-ball financially, which would lead to cutting corners since there was no clerk of the works that was hired and employed by the School Board to represent the people of Barnstead. A question he posed was regarding the \$25 million cost. The Chair commented that this was the reason why Fab was trying to make sure the taxpayers were covered so the town doesn't run into an issue like what had previously happened with Prospect later down the road. Member Therrien agreed that it was a lot of money, and he believed that they should have someone monitoring or available for questions, even if it is just to share information with Board members. The Select Board tried to get this to happen. Steve thanked the Board. Public input was closed at 6:48 pm.

NON-PUBLIC: A motion was made by Chairman Sylvester to go into Non-Public Session at 6:48 pm per RSA 91-A:3 II, (c), seconded by Member RT, and approved with the following votes: Chairman Sylvester, yes; Vice Chairman Madden, yes; Member Leavitt, yes; Member Penney, yes; and Member Therrien, yes. The Board came out of non-public session at 7:13 pm.

ADJOURNMENT: On a motion to adjourn the meeting at 7:14 pm by Chairman Sylvester, seconded by Member Penney, the Board voted unanimously in favor of the motion.

Respectfully submitted,

Karen Montgomery

Andrew Sylvester, Chairman

Gary Madden, Vice Chairman

Jason Leavitt

Paula Penney

Richard Therrien