

GOFFSTOWN SELECT BOARD
MINUTES TO MEETING OF SEPTEMBER 14, 2026

In attendance were Chairman Craig, Selectman Mark T. Lemay, Selectwoman Allison DeCesere, Selectman Richard Manzo. Vice Chairman Douglas was participating remotely.

Also present were Town Administrator Derek Horne, Finance Director Danielle Basora, Public Works Director Adam Jacobs.

Call to Order/Pledge of Allegiance/Roll Call

The meeting was called to order by Chairman Craig at 6:00 p.m. A roll call was conducted with Selectman Douglas participating via Teams.

The Pledge of Allegiance was recited.

Acceptance/Correction of Minutes

08/24/26 public and non-public minutes

The Board reviewed the August 24, 2026, public and non-public minutes.

Motion: Selectman Lemay moved to accept the August 24, 2026, public and non-public minutes with corrections if need be. Selectman Manzo seconded the motion. ROLL CALL VOTE: (Roll call: Selectman Lemay – Yes; Selectwoman DeCesere – Yes; Vice Chairman Douglas – Yes; Chairman Craig – Yes; Selectman Manzo – Yes.). VOTE: 5-0-0. Motion passed unanimously.

Announcements

Chairman Craig offered two announcements on behalf of the Board.

First, Chairman Craig extended the Board's sincere appreciation to the Town Clerk, Town Moderator, assistant moderators, all election officials, and town and school staff members who contributed to the smooth and successful administration of the September 8, 2026, New Hampshire State Primary Election. Chairman Craig noted that the Select Board members spent the full day at the polls and commended all involved for their professionalism and dedication.

Second, Chairman Craig read a proclamation designating September 17 through September 23, 2026, as U.S. Constitution Week in the Town of Goffstown, marking the 239th anniversary of the drafting of the United States Constitution. A representative of the Daughters of the American Revolution, Ginny McKinnon, was present to accept the proclamation on behalf of the organization and expressed appreciation for the recognition, noting the significance of the document in the context of the nation's upcoming 250th anniversary.

Public Comment

Steven Elliott, 49 Ginger Drive, addressed the Board regarding a blasting operation in his neighborhood that resulted in the temporary loss of water service to his home. Mr. Elliott reported that a subsequent investigation by the Goffstown Fire Department confirmed seven distinct instances where blasting limits were exceeded, and that the contractor failed to report those over blasts as required by law. Mr. Elliott noted that while his private well has since been restored through hydrofracturing, he faces approximately \$8,000 in outstanding expenses and acknowledged that cost recovery is a private civil matter.

GOFFSTOWN SELECT BOARD

MINUTES TO MEETING OF SEPTEMBER 14, 2026

Mr. Elliott formally requested that the Board consider the following enforcement actions: authorizing Town Counsel to pursue statutory fines for the documented ordinance violations; referring the investigation report to the Goffstown Police Department for review of potential false reporting under state public safety statutes; and reviewing the contractor's eligibility for future blasting permits within Goffstown. He requested placement on a future agenda for fuller discussion and asked that Fire Chief be present at that time.

Discussion among Board members clarified that enforcement authority under the applicable ordinance rests with the Fire Chief rather than the Select Board. Chairman Craig acknowledged the matter warrants further review and indicated the Board would examine the ordinance's enforcement provisions. Selectman Manzo noted that any enforcement action through the district court would fall under violation of a local ordinance, and that a one-year statute of limitations likely applies. The Board agreed to place the item on the September 28, 2026, agenda with the Fire Chief invited to attend.

Motion: Selectman Lemay motioned to place the blasting ordinance enforcement matter on the agenda for the September 28, 2026, meeting for further discussion was made by Selectman Lemay. Selectwoman DeCesere seconded the motion. ROLL CALL VOTE: Selectman Lemay – Yes; Selectwoman DeCesere – Yes; Vice Chairman Douglas – Yes; Chairman Craig – Yes; Selectman Manzo – Yes. VOTE: 5-0-0. Motion passed unanimously.

Steven Stinnett, 56 Stinson Road, addressed the Board as a 21-year resident of Goffstown. Mr. Stinnett offered general commentary on the town's fiscal challenges, including the difficulty of growing commercial tax revenue, the burden of raising property taxes on fixed-income residents, the importance of fairly compensating town employees, and concerns about deferred infrastructure maintenance. Mr. Stinnett expressed support for building the town's unassigned fund balance as a revenue-producing asset and encouraged broader community participation in local government. No action was taken.

Public Hearing – Acceptance of Donated Equipment to Town (RSA 31:95-e)

Workout Equipment from Planet Fitness to Fire Dept – Valued at \$11,000

Chairman Craig opened the public hearing on the acceptance of workout equipment donated by Planet Fitness to the Goffstown Fire Department, valued at approximately \$11,000. Town Administrator Horne confirmed that the matter had been properly noticed in the newspaper, on the Town website, and on bulletin boards. No members of the public came forward to speak. Chairman Craig closed the public hearing.

Motion: Vice Chairman Douglas motioned to accept the donated workout equipment from Planet Fitness to the Goffstown Fire Department, with an estimated value of approximately \$11,000, in accordance with RSA 31:95-e. Selectwoman DeCesere seconded. ROLL CALL VOTE: Selectman Lemay – Yes; Selectwoman DeCesere – Yes; Vice Chairman Douglas – Yes; Chairman Craig – Yes; Selectman Manzo – Yes. VOTE: 5-0-0. Motion passed unanimously.

GOFFSTOWN SELECT BOARD

MINUTES TO MEETING OF SEPTEMBER 14, 2026

Public Hearings – Adoption of Town Ordinances (NH RSA 41:14-b)

Chairman Craig read the titles and descriptions of three proposed ordinances subject to public hearing:

- a. Proposed Camping on Public Property Ordinance
- b. Proposed Fires and Cooking on Town Property Ordinance
- c. Proposed Campers & Recreational Vehicles on Public Property Ordinance

Chairman Craig opened a combined public hearing on all three proposed ordinances. The ordinances collectively seek to regulate and restrict camping, open fires and cooking, and the occupation or parking of campers and recreational vehicles on town-owned public property, streets, and rights-of-way, absent prior written permission from the Select Board or its designee. No members of the public came forward to speak. Chairman Craig closed the public hearing.

Chairman Craig noted that a second public hearing on these ordinances is scheduled for Monday, September 28, 2026, and that the Board is scheduled to vote on adoption at the October 19, 2026, meeting.

Public Works Director

DPW Public Works Director Adam Jacobs presented several items requiring Board action.

Surplus Vehicles and Equipment for Auction

Public Works Director Jacobs presented a list of surplus vehicles and equipment recommended for auction through the Municipid.com online auction platform. Director Jacobs explained that all listed items have either been replaced or phased out of service. Items on the list included police interceptors, a Freightliner dump truck, a CAT grader, a 2012 Peterbilt side loader, a Chevy Tahoe, an ambulance, and a utility trailer, among others.

Vice Chairman Douglas inquired about establishing minimum reserve prices, particularly for higher-value items. Director Jacobs explained that Municibid allows sellers to decline to award if bids do not meet expectations, and that outreach to interested buyers, including waste haulers, NHMA classified listings, and equipment dealers, would be conducted for the larger items. The Board discussed setting reserves specifically for items 3 (CAT grader), 4 (Freightliner dump truck), and 5 (2012 Peterbilt side loader), which were identified as the items most likely to generate significant interest and return.

Motion: Vice Chairman Douglas motioned to authorize the Public Works Director to auction surplus vehicles and equipment on the Municibid platform, specifically items 1, 2, 6, 7, 8, and 9, and to have the Director return to the Board with recommended reserve prices for items 3, 4, and 5. Selectwoman DeCesere seconded the motion. ROLL CALL VOTE: Selectman Lemay – Yes; Selectwoman DeCesere – Yes; Vice Chairman Douglas – Yes; Chairman Craig – Yes; Selectman Manzo – Yes. VOTE: 5-0-0. Motion passed unanimously.

Main Street Intersections (High/Elm) Study Estimates

Director Jacobs presented three engineering study proposals received in response to the Board's July direction to explore options for the Main Street intersections at High Street and Elm Street. The three firms and their quoted fees were as follows: Fuss & O'Neil at \$41,800 (lump sum, plus hourly for evening meetings); a second firm at \$54,637; and McFarland Johnson at \$59,800. Director Jacobs noted that McFarland Johnson had previously assisted

GOFFSTOWN SELECT BOARD

MINUTES TO MEETING OF SEPTEMBER 14, 2026

the Town with these intersections through a prior congestion mitigation grant project, providing historical familiarity but not a fresh perspective.

Director Jacobs offered his candid assessment that, given the volume increases since the prior traffic data was collected, any new study is likely to yield conclusions similar to those reached previously, namely, that a traffic signal would improve safety but reduce the level of service for through traffic on Route 114. He expressed reservations about committing \$40,000 to \$60,000 for a study if the Board and community are not prepared to act on the results, and suggested that broader options involving real estate, public-private partnerships, or road realignment may be needed to unlock meaningfully different solutions.

Selectwoman DeCesere questioned whether a preliminary cost estimate for each option, traffic signals, a roundabout, and a one-way loop, could be developed internally before committing to a full engineering study, so that the Board and public would have at least an approximate sense of scale. She also raised the question of whether state involvement is required, given that Route 114 is a state-numbered route. Director Jacobs confirmed that the relevant segment falls within the Town's urban compact and is maintained by the Town, but that the New Hampshire Department of Transportation would need to be engaged early on any significant change.

Vice Chairman Douglas expressed agreement that the traffic study may not be the best use of funds at this stage, and that understanding rough construction costs for each option would help the Board make a more informed decision. He noted that traffic signals offer operational flexibility, including the ability to operate in flashing mode during off-peak hours, and that the community had generally reacted negatively to roundabout proposals in prior discussions. Selectwoman DeCesere acknowledged the difficulty of advancing any option without at least a general cost framework, noting that taxpayers consistently focus on price when evaluating infrastructure proposals.

Director Jabs acknowledged that while his office could develop order-of-magnitude cost estimates internally, such figures without supporting traffic data would present an incomplete picture. He cautioned that moving forward on a chosen option without a traffic study to validate assumptions could prove problematic, particularly given the public sensitivity around this intersection. Selectman Lemay suggested tabling the matter and allowing Director Jacobs to return on September 28 with preliminary cost estimates for all three options.

Motion: Vice Chairman Douglas moved to Motion to have the Public Works Director provide the Board with preliminary cost estimates for the three intersection improvement options—traffic signals, a roundabout, and a one-way traffic loop, for review at the September 28, 2026, meeting. Chairman Craig seconded the motion. ROLL CALL VOTE: Selectman Lemay – No; Selectwoman DeCesere – Yes; Vice Chairman Douglas – Yes; Chairman Craig – Yes; Selectman Manzo – Yes. VOTE: 5-0-0. Motion passed unanimously.

Tirrell Hill Road Bridge (over Black Brook)

Director Jacobs briefed the Board on the status of the Tirrell Hill Road Bridge over Black Brook, which has been identified as needing significant repair or replacement since approximately 2013. The bridge was constructed using weathering steel, a material not well-suited to the Northeast's salt-heavy environment, and its proximity to the watercourse has further accelerated corrosion. The bridge was red-listed by the state, and a recent annual inspection identified deformation in two beams on the eastern side of the structure. Following that inspection, the Town reduced the bridge to one-lane alternating traffic.

GOFFSTOWN SELECT BOARD

MINUTES TO MEETING OF SEPTEMBER 14, 2026

Director Jacobs explained that, because the abutments are considered sound, the Board has two practical options for superstructure replacement: a like-kind steel replacement, which he did not recommend given the documented performance issues of weathering steel at this location; or a precast, pre-stressed concrete beam replacement through JP Carrera, the sole pre-stressed precast vendor for state bridge projects in New Hampshire. JP Carrera quoted \$178,080 for six precast beams, including an engineering review of the existing abutments to confirm suitability. Director Jacobs noted that JP Carrera could deliver the beams by the end of October, allowing for a rapid construction sequence—potentially opening the bridge to traffic by November—whereas a steel option from US Bridge carried a lead time extending into the second quarter of 2027, and pricing uncertainty due to potential tariff impacts.

Director Jacobs noted that the Mona Lona Road bridge project, which currently uses Tirrell Hill Road as a detour, is expected to be complete and reopened by early October, clearing the way for the Tirrell Hill closure and construction. He confirmed that he had issued a notice to proceed to JP Carrera for the abutment engineering review only, with full manufacturing contingent on Board authorization and abutment confirmation.

Regarding funding, Director Jacobs recommended drawing from the Town's non-lapsing bridge and road funds derived from SB 401 and HB 2 state legislation, which total approximately \$550,000 across four accounts (\$51,000 in SB 401 Road; \$279,000 in SB 401 Bridge; \$122,000 in HB 2 Road; \$99,000 in HB 2 Bridge). Town Administrator Horne and Finance Director Basora clarified that these funds are held in assigned fund balance, are controlled by the Select Board as agents to expend, do not require a town meeting vote, and cannot be converted into a capital reserve fund per the terms of the original state legislation. Total estimated project cost, including guide rail, waterproofing, and paving, is approximately \$220,000.

The Board expressed support for the precast concrete option based on timeline, cost, and the superior longevity of concrete relative to weathering steel. Funding source determination was deferred pending the Q3 budget report and abutment engineering results.

Motion: Vice Chairman Douglas motioned to approve the cost for purchasing the precast concrete bridge beams from JP Carrera in the amount of \$178,080, with the understanding that the funding source will be brought back to the Board for deliberation and decision. Selectwoman DeCesere seconded the motion. ROLL CALL VOTE: Selectman Lemay – Yes; Selectwoman DeCesere – Yes; Vice Chairman Douglas – Yes; Chairman Craig – Yes; Selectman Manzo – Yes. VOTE: 5-0-0. Motion passed unanimously.

Town Administrator's Report

Town Administrator Derek Horne presented several items requiring Board action.

Consent Agenda

Town Administrator Horne presented the consent agenda.

- Employee Status Reports
 - o TOWN HALL – Assessing Clerk – FT Hourly – New Hire
 - o TOWN HALL – Clerk II – FT Hourly – New Hire
 - o POLICE – Dispatcher – FT Hourly Merit increase
 - o POLICE – Per Diem Patrol Officer – Resignation
 - o FIRE- Firefighter – FT Hourly – New Hire

GOFFSTOWN SELECT BOARD

MINUTES TO MEETING OF SEPTEMBER 14, 2026

- o FIRE- Firefighter – FT End of Probation 8/25/26
- o PUBLIC WORKS – Hourly Seasonal Laborer – Separation – End of seasonal employment period
- o PUBLIC WORKS – Hourly Seasonal Laborer – Separation – End of seasonal employment period
- o PUBLIC WORKS – Hourly Seasonal Laborer – Separation – End of seasonal employment period
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- Grievance Settlement between Town of Goffstown and Professional Firefighters of Goffstown, IAFF Union Local 3420 – Retro-Active Military Pay Incentive
- Hazard Mitigation Grant Agreement – Dept. of Safety, Division of Homeland Security & Emergency Management and Town of Goffstown – Montelona Road Project:
- Event Permits
 - o Queen City Bicycle Collective – Tour of Manchester – Community Bike Ride Sept. 20, 2026
 - o Worker Bee Fund – Beer Festival Oct. 17, 2026
 - o Goffstown Lions Club – Goffstown Lions Club Annual Craft Fair Nov. 7-8, 2026
- Proclamations
 - o U.S. Constitution Week – September 17-23, 2026
- Cemetery Rights to Inter:
 - o Shirley Hill Cemetery, Cremation Garden 1, Lot 51
- Other:
 - o Waiver of Municipality Liability for Class VI Highway Building Permit – RSA 674:41, I(c)(2) & (3)
 - o Fund Balance Policy (revised 08/24/2026)

Motion: Selectman Lemay moved to approve the consent agenda as presented. Selectman Manzo seconded the motion. ROLL CALL VOTE: Selectman Lemay – Yes; Selectwoman DeCesere – Yes; Vice Chairman Douglas – Yes; Chairman Craig – Yes; Selectman Manzo – Yes. VOTE: 5-0-0. Motion passed unanimously.

GOFFSTOWN SELECT BOARD

MINUTES TO MEETING OF SEPTEMBER 14, 2026

Volunteer Appointment – Historic District Commission

Town Administrator Horne presented a request from the Historic District and Heritage Commission to appoint resident Tina Daniels as a regular member, for a term ending March 31, 2029.

Motion: Vice Chairman Douglas motioned to appoint Tina Daniels as a regular member of the Historic District and Heritage Commission for the vacant term expiring March 31, 2029. Selectman Manzo seconded the motion. ROLL CALL VOTE: Selectman Lemay – Yes; Selectwoman DeCesere – Yes; Vice Chairman Douglas – Yes; Chairman Craig – Yes; Selectman Manzo – Yes. VOTE: 5-0-0. Motion passed unanimously.

Acceptance of Donated Equipment to Town (RSA 31:95-e) Video Switchers from Saint Anselm College – Valued at \$1,458

Town Administrator Horne presented a request to accept a donation of two Mini Edge SDI 10-channel all-in-one video switcher devices from Saint Anselm College, valued at \$1,458, for use by Goffstown TV.

Motion: Selectman Manzo motioned Motion to accept the donation of two Mini Edge SDI 10-channel all-in-one video switchers from Saint Anselm College, with an estimated value of \$1,458, in accordance with RSA 31:95-e. Selectman Lemay seconded the motion. ROLL CALL VOTE: Selectman Lemay – Yes; Selectwoman DeCesere – Yes; Vice Chairman Douglas – Yes; Chairman Craig – Yes; Selectman Manzo – Yes. VOTE: 5-0-0. Motion passed unanimously

Select Board Discussion

Old Business

Namaske Lake Milfoil Treatment Funding

Town Administrator Horne provided an update on the Namaske Lake Association's previous request for the Town to appropriate \$50,000 toward milfoil treatment, or to include such an appropriation as a separate warrant article. Following the Board's direction at the prior meeting, Town Administrator Horne had approached the Conservation Commission to explore the use of the Conservation Fund, which holds approximately \$250,000. The Conservation Commission declined, expressing the view that the fund could not be used for this purpose, based on the belief that a prior town meeting vote restricted fund use to land purchases.

Town Administrator Horne noted that it appeared the Commission concluded it did not want to fund the request and arrived at a legal rationale to support that position. Selectwoman DeCesere suggested that the Board seek a formal legal opinion on whether the Conservation Fund can lawfully be used for conservation-related purposes such as milfoil treatment, so that the Commission would at minimum be on record accurately characterizing its authority rather than its preference. Vice Chairman Douglas expressed the view that milfoil treatment is consistent with the conservation mission and that the Commission has not been fully exercising stewardship of all conservation lands. Chairman Craig noted that even a favorable legal opinion could not compel the Commission to act, as the fund remains under its discretion.

GOFFSTOWN SELECT BOARD

MINUTES TO MEETING OF SEPTEMBER 14, 2026

The Board agreed that a legal opinion should be sought and shared with the Conservation Commission. The Board was advised that remaining options, should the Commission still decline, include including the item in the operating budget, placing it as a separate warrant article, or allowing Namaske Lake residents to pursue a petition article.

Motion: Vice Chairman Douglas motioned to authorize the Town Administrator to obtain a legal opinion regarding the Conservation Commission's authority to expend Conservation Fund monies for milfoil treatment purposes. Selectman Manzo seconded the motion.

ROLL CALL VOTE: Selectman Lemay – Yes; Selectwoman DeCesere – Yes; Vice Chairman Douglas – Yes; Chairman Craig – Yes; Selectman Manzo – Yes. VOTE: 5-0-0. Motion passed unanimously.

Vehicle Fleet Lease/Finance Information for Budget Committee

Vice Chairman Douglas noted that the Board had previously committed to sending fleet lease and purchase pro forma information to the Budget Committee. Town Administrator Horne confirmed that Enterprise Fleet Management's proposal for light-duty vehicles and Public Works fleet data extracted from fleet management software were both available. The Board directed that all available materials be transmitted to the Budget Committee promptly, in the same manner as the prior police station study information, with direct links to relevant public packet documents. Town Administrator Horne indicated he would also follow up with Director Jacobs regarding whether outstanding Public Works pro forma data would be compiled in a format consistent with what fire and police had already provided.

Motion: Vice Chairman Douglas motioned to send the currently available fleet lease and purchase information to the Budget Committee. Selectwoman DeCesere seconded the motion. ROLL CALL VOTE: The motion carried 5-0. (Roll call: Selectman Lemay – Yes; Selectwoman DeCesere – Yes; Vice Chairman Douglas – Yes; Chairman Craig – Yes; Selectman Manzo – Yes. VOTE: 5-0-0. Motion passed unanimously.

New Business

Eversource Tree Trimming on Voting Day

Selectwoman DeCesere raised a concern regarding Eversource's tree trimming operations at the traffic circle near Goffstown High School on the morning of the September 8 primary, which caused alternating one-lane traffic and resulted in backups that reportedly prevented at least one resident from reaching the polls in time to vote. Selectwoman DeCesere expressed concern about the perception of the situation, noting that some residents had characterized it on social media as voter suppression, a description she did not personally endorse but found troubling in its effect on public confidence.

Town Administrator Horne explained that the work involved a tree resting on power lines and was carried out by Eversource's tree management subcontractor, with Public Works providing flagging services. He noted that the alternative timing proposed, during the morning school commute, was also considered problematic. Selectwoman DeCesere requested more detailed information on the circumstances and timing of the decision to proceed on voting day, and Town Administrator Horne agreed to provide a follow-up report.

Action Matrix

Chairman Craig invited discussion on the action matrix. No questions or comments were raised by Board members.

GOFFSTOWN SELECT BOARD

MINUTES TO MEETING OF SEPTEMBER 14, 2026

Upcoming Budget Presentations

Vice Chairman Douglas requested confirmation of the schedule for budget presentations. Town Administrator Horne advised that department budget presentations would begin at the October 5, 2026, Select Board meeting, with additional budget meetings scheduled for October 19 and October 26, 2026. Town Administrator Horne noted that budget books would be distributed to the Board in advance of the October 5 meeting.

Public Comment

Chairman Craig opened the meeting for public comment, noting no members of the public were present, and closed the public comment section.

Non-Public Session RSA 91-A:3, II, if necessary

Town Administrator Horne advised the Board that there was one non-public meeting item to be addressed. As the matter was characterized as a non-meeting (union negotiations), Town Administrator Horne recommended that the Board adjourn the regular meeting.

Adjournment

8:06 p.m. Motion: Selectman Manzo moved to adjourn. Selectman Lemay seconded the motion. ROLL CALL VOTE: Selectman Lemay – Yes; Selectwoman DeCesere – Yes; Vice Chairman Douglas – Yes; Chairman Craig – Yes; Selectman Manzo – Yes. VOTE: 5-0-0. Motion passed unanimously

The meeting was adjourned by Chairman Craig at 8:06 p.m.

Respectfully submitted,

Cynthia Lundberg, Executive Secretary, (prepared with assistance of AI, ClerkMinutes.com)

These minutes are subject to approval by the Select Board.