

TROY BOARD OF SELECTMEN MEETING
THURSDAY, JUNE 20, 2024, 5:15 P.M.
SAMUEL E. PAUL COMMUNITY CENTER

1 **Selectmen present:** Chairman Chasse, Selectman Hopkins, Selectman Thackston

2
3 **Also present:** Town Administrator Jeremy Bourgeois, Police Chief Dave Ellis, Ben Drugg,
4 Jamie Leclerc, Lisa Bagster, Karen Silverberg- Civic Documenter for the Keene Sentinel

5
6 **Chairman Chasse called the meeting to order at 5:16 p.m.**

7
8 **BOARD MEMBER COMMENTS:**

9 Selectman Hopkins noted that the Recreation Department's summer camp begins on Monday,
10 June 24, 2024 and that they average around 100 kids total that sign up. He also announced that
11 July 13th is family fun day.

12
13 Selectman Thackston gave an update on the second floor of Town Hall and the Town Clerk's file
14 room renovations, both of which are now underway.

15
16 Chairman Chasse: none at this time.

17
18 **PUBLIC COMMENTS:**

19 Jamie Leclerc asked about the status of the Troy Mills redevelopment. Chairman Chasse replied
20 that their demolition grant with the State of NH was approved. Selectman Thackston stated that
21 the Mill redevelopment is not a Town project, outside of a couple of grant opportunities the
22 Town supported on its behalf. Lisa Bagster asked if the Building Inspector has been involved
23 with the project and Selectman Thackston confirmed that he has been.

24
25 **NEW BUSINESS:**

26 **CODE ENFORCEMENT OFFICER:**

27 The Board tabled accepting the resignation of the Code Enforcement Officer as they hadn't
28 received it in writing yet.

29
30 **TOWN RIGHT TO KNOW POLICY:**

31 The Board reviewed a draft policy that outlines the protocols for handing "right to know"
32 requests. It was noted that the Town will encourage those requesting records to use the Town's
33 form, they don't necessarily have to use the form and a request in a different format must be
34 responded to in the same manner.

35
36 **MOTION** to approve the Policy for Requests for Governmental Records & Documents ("Right
37 to Know Law") as submitted, Selectman Thackston, **SECOND** by Selectman Hopkins. **VOTES:**
38 **3-0-0.**

39
40 **TOWN SECURITY CAMERA POLICY:**

41 Chairman Chasse stated he has some recommended edits to the draft policy. The Board agreed to
42 table a review of the policy until their next meeting.

43
44 **2024 ABATEMENT REQUESTS:**

45 The Board read three letters from the contracted Assessor through their contract with Avitar
46 Associates.

47
48 **MOTION** to deny the abatement application for Map 19, Lot 21G, as advised by the Town's
49 Assessor, Selectman Thackston, **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

50
51 **MOTION** to deny the abatement application for Map 20, Lot 36, as advised by the Town's
52 Assessor, Selectman Thackston, **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

53
54 **MOTION** to deny the abatement application for Map 13, Lot 14, as advised by the Town's
55 Assessor, Selectman Thackston, **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

56
57 **PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE: Map 7, Lot 24, Request #1001**
58 **& Map 5, Lot 27, Request #1002:**

59 It was noted that these requests are due to the state education tax included in their tax bills in
60 error.

61
62 **MOTION** to approve the tax abatement forms #1001 and #1002 for Public Service Company of
63 New Hampshire in the amounts of \$0.73 and \$22.86, Selectman Thackston, **SECOND** by
64 Selectman Hopkins. **VOTES: 3-0-0.**

65
66 **RELIGIOUS TAX ABATEMENT: Form #1000- Immaculate Conception Church, Roman**
67 **Catholic Bishop of Manchester, Map 18, Lot 157**

68
69 Selectman Thackston stated the church has not been used for religious services in quite some
70 time. He stated he didn't believe the Board could approve the application in good faith seeing as
71 it's been at least since the pandemic that it was consistently used.

72
73 **MOTION** to deny the request for religious tax abatement, form #1000 for Map 18, Lot 157,
74 Selectman Thackston, **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

75
76 **EVENT PERMIT #2024-01:**

77 **MOTION** to approve event permit #2024-01 for the Craft Fair on thew Common, Selectman
78 Thackston, **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

79
80 **COMMUNITY EMERGENCY RESPONSE TEAM (CERT)- INSURANCE COVERAGE:**

81 The Town Administrator provided an email response received from their insurance provider
82 Primex regarding coverage of CERT volunteers. It was noted that covering volunteers on the
83 CERT team would be an added expense to the 2024 budget. It was agreed that the Town will
84 have to gather additional information.

85
86 **2024 BUDGET YTD REVIEW:**

87 The Board reviewed year to date expenditures within the budget. It was determined to pay the
88 filing intern from the Selectmen's office, line 102- Town Administrator line. The Town Clerk's
89 filing room renovations to come out of the vault storage line, 4132-900.

90

91 The Board asked about the remaining amounts leftover in the support for public services
 92 account. It was also asked when the balloon date for the Tax Anticipation Note (TAN) is. The
 93 Town Administrator will check on these and get back to the Board.

94
 95 **TRANSFER STATION- FEES, STICKERS, SCHEDULE, & STAFFING:**

96 The Board decided to pass over discussion of the Transfer Station until the Road Agent is able to
 97 join them at a meeting.

98
 99 **CODE ENFORCEMENT OFFICER:**

100 **MOTION** to add the code enforcement officer duties to the current Town Building Inspector,
 101 Selectman Thackston, **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

102
 103 **OLD BUSINESS:**

104 **TOWN HALL WINDOWS:**

105 The Town Administrator stated that he was hoping to have a quote ready for the meeting for
 106 replacing the second floor Town Hall windows. He noted that the company quoting to replace
 107 them, Goulet Siding and Windows, recommended taking out the rear damaged Town Hall
 108 window and boarding it up instead of replacing a window for an area that isn't used or accessed.
 109 The Board agreed with that approach.

110
 111 Jamie Leclerc mentioned she had done some research into grant opportunities for the Town Hall
 112 steeple and clock. She agreed to forward an email to the Town Administrator. The Town
 113 Administrator inquired about any past facility studies done and Selectman Thackston said there
 114 should be one in the office for Town Hall from about 15 years ago.

115
 116 **NOISE ORDINANCE REVIEW:**

117 The Board discussed removing the maximum allowable noise levels that is included with a chart
 118 in the ordinance.

119
 120 **MOTION** to review the sound ordinance, provide suggested changes, and hold a public hearing
 121 prior to adopting it, Selectman Thackston, **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

122
 123 The Town Administrator notified the Board that he had received a written resignation from the
 124 Code Enforcement Officer just now via e-mail.

125
 126 **MOTION** to accept the Code Enforcement Officer's resignation, Selectman Thackston,
 127 **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

128
 129 **MANIFEST:**

130

Payroll & Accounts Payable Manifests to be Approved				
Payroll	Week Ending Date	Check Date	Total	Notes
	6/9/2024	6/17/2024	\$ 19,390.13	
	6/16/2024	6/24/2024	\$ 20,132.35	
Accounts Payable	NA	6/10/2024	\$ 39,022.08	
	NA	6/13/2024	\$ 115,229.05	INCLUDES \$100,000 TAN PAYMENT
	NA	6/17/2024	\$ 200.00	
	NA	6/20/2024	\$ 46,076.39	

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138 **MOTION** to approve the payroll and accounts payable manifest as submitted, Selectman
139 Hopkins, **SECOND** by Selectman Thackston. **VOTES: 3-0-0.**

140
141 **MINUTES:**

142 **MOTION** to approve the June 6, 2024 minutes as submitted, Selectman Thackston, **SECOND**
143 by Selectman Hopkins. **VOTES: 3-0-0.**

144
145 **MOTION** to approve the June 6, 2024 non-public minutes as submitted, Selectman Thackston,
146 **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

147
148 **MOTION** to approve the June 14, 2024 minutes as submitted, Selectman Thackston, **SECOND**
149 by Selectman Hopkins. **VOTES: 3-0-0.**

150
151 **DRA FORMS:**

152 **MOTION** to approve PA-16 Form (reimbursement for federal and state forest land), Selectman
153 Thackston, **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

154
155 **MOTION** to deny use of the PA-28 (inventory of taxable property) Form, Selectman Thackston,
156 **SECOND** by Selectman Hopkins. **VOTES: 3-0-0.**

157
158 **Next Meeting:** July 18, 2024 at 5:15 p.m., following the Special Town Meeting, at the
159 Community Center. The Board will forgo their normally scheduled first meeting of the month
160 due to the July 4th holiday. It was agreed they could hold another meeting between now and July
161 18th should the need arise.

162
163 **NON-PUBLIC SESSION 91-A:3, II (C):**

164 **MOTION** to enter into non-public session under RSA 91-A:3, II (C), Selectman Thackston,
165 **SECOND** by Selectman Hopkins. **Roll Call Vote: Chasse, Yes; Hopkins, Yes; Thackston,**
166 **Yes.**

167
168 The Board entered non-public session at 6:27 p.m. The Board took a short recess and returned at
169 6:42 p.m.

170
171 **MOTION** to exit non-public session under RSA 91-A:3, II (C), Selectman Thackston,
172 **SECOND** by Selectman Hopkins. **Roll Call Vote: Chasse, Yes; Hopkins, Yes; Thackston,**
173 **Yes.**

174
175 The Board of Selectmen exited the Non-Public Session and returned to public session at 7:12
176 p.m.

177
178 **MOTION** to adjourn the meeting, Selectman Hopkins, **SECOND** by Selectman Thackston.
179 **VOTES: 3-0-0.**

180
181 The Board of Selectmen meeting adjourned at 7:13 p.m.

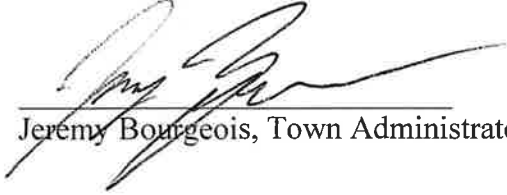
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185 **TROY SELECT BOARD:**

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189 
Jeremy Bourgeois, Town Administrator

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TJ Chasse, Chairman

Curtis Hopkins


Richard H. Thackston, III