

**Town of Cornish
Selectmen's Meeting Minutes
Thursday, September 7, 2023 4:00-6:00pm**

Present: Dillon Gallagher (Chair), John Hammond, Jason Bourne

1. BOS reviewed mail and invoices
2. Road agent Wayne Gray reported on supplies and quality of gravel at various vendors and road repair progress resultant from rain and storm damage. Selectman Hammond inquired about the new highway department truck and Mr. Gray provided a Thanksgiving timeframe for completion, according to vendors.
3. Cornish Fire Chief Mike Boutilier called in to report damage to the fire station overhead door in the Flat which appears to be from a piece of heavy equipment, reporting yellow paint near the damage. He reported the damage to Chief Doug Hackett. Selectman Hammond asked if there was any such equipment using the garage and Chief Boutilier reported that he was unaware of any. Selectman Bourne asked if a resident's surveillance camera may have caught it. Chief Boutilier suggested that cameras may help at the station to determine such incidents in the future. Selectman Hammond asked if it needed repair and Chief Boutilier reported the door worked fine and was not in need of immediate repair and it was mostly cosmetic. Selectman Bourne asked if Chief Boutilier would speak to the recently proposed fireworks display for Veteran's Day. Chief Boutilier reported he was aware and did not have concerns. Chief Boutilier reported that the Fire Department would be doing their hose test and annual barbecue on Oct. 7th. Chief Boutilier reported that the equipment for the radio repeater for public safety was in and would work to determine when it will be installed.
4. Selectman Hammond reported that Jan Kilfeather may have information on Dana Brooks regarding next of kin regarding the Brooks property in Mill Village.
5. Road Agent Wayne Gray reported on price of tires for highway vehicles and various vendors. Mr. Gray reported a request for a temporary driveway for a logging job near Whitten Cemetery and St. Gaudens Road. Mr. Gray reported that the culvert to permanently replace the temporary culverts on Tewksbury Rd was scheduled for delivery on Monday, Sept. 11. Mr. Gray reported on the safety inspections of highway department vehicles. Mr. Gray asked whether or not the highway department would be able to hire one more person before winter or if there would be a need for subcontractors. Selectman Bourne asked Mr. Gray if the Highway Department needed either 5 people or a subcontractor or if anything had changed that would allow them to cover the routes with the current crew. BOS discussed options for getting proposals for services should we opt to go with a subcontractor versus another full-time employee. Selectman Bourne asked if a crew of 4 would be sufficient for non-winter

months and Mr. Gray stated his comfort level with a crew of 4 being less than a crew of 5 due to cemetery maintenance in the summer and plowing workload in the winter.

6. Heidi Jaarsma called in to report that the Cornish Historical Society building needs an update security system. Heidi has two estimates from vendors to complete the work. The Historical Society would be paying for the upgrades and fees and Ms. Jaarsma just wanted to coordinate that our systems are consistent with theirs regarding surveillance. Heidi also reported on the need for a new computer workstation in the town office and a need to move the Town's website to a .gov domain and potential vendors to provide support services with that transition. Ms. Jaarsma contacted the NH Preservation Alliance to inquire about applications for registering town buildings on a national historical register. Selectman Hammond moved that Ms. Jaarsma apply for State of NH cybersecurity grants to offset costs associated with website and data security projects for the Town website and data security updates. Selectman Gallagher seconded. There was no further discussion. The vote was unanimous in the affirmative.
7. Heather Meeks called to ask who to talk to about a bush that obstructed view near Center Road and Town House Rd. The BOS suggested speaking with Road Agent Wayne Gray.
8. BOS discussed driveways and permitting and what constitutes a driveway versus parking spaces adjacent to Town Roads. BOS concluded that a call with NH Municipal Society would be helpful.
9. BOS discussed options for staffing models and subcontracting models for highway department needs for plowing and cemetery maintenance for consideration relative to Road Agent Gray's request for an additional full-time employee.

Meeting adjourned at 6:09pm

Respectfully submitted,
Jason Bourne

**Town of Cornish
Selectmen's Meeting Minutes
Monday, September 11, 2023 6:30-8:30pm**

Present: Dillon Gallagher (Chair), Jason Bourne, John Hammond

1. BOS reviewed mail, invoices, and checks.
2. Leo Maslan met with the BOS to inquire about a proposed logging operation in the Town Forest, organized by the Town Forest Committee. 20 acres, approximately, of low value

wood was planned to be cut. BOS suggested that the board should meet with Ginny Prince to discuss further.

3. Lyle Parry and Scott Baker met with the BOS regarding town personnel concerns.
4. BOS discussed performance evaluation process options for ongoing assessment of town employees.
5. BOS discussed budget and staffing models throughout the end of the year.
6. BOS discussed road maintenance and the town's interest in developing a town highway inventory and maintenance plan.
7. BOS discussed old business - a future sealed bid offering of a town parcel and our interest in scheduling a call with someone from NHMA to discuss driveways during our next meeting at 4pm.

Meeting adjourned 8:33pm

Respectfully submitted,
Jason Bourne

**Town of Cornish
Selectmen's Meeting Minutes
Thursday, September 14, 2023 4:00-6:00pm**

Present: Dillon Gallagher (Chair), Jason Bourne, John Hammond

BOS received a requested call from NHMA's Steve Buckley regarding a parking area adjacent a town road. Steve referred us to RSA 236:15 and 236:19 prohibiting construction within a road right of way and any changes which divert water across the road are likewise prohibited. BOS explained the circumstance that the existing house and parking area is also within the right of way. Steve suggested there could be some compromise whereby the town could license permission to store vehicles or equipment temporarily but cannot grant possession of the road right of way.

Road Agent Wayne Gray and operator Mike West reported on work completed on roadways in the Cornish Flat area. Mr. Gray reported that he is having difficulty locating green patch for pothole repair from local providers, with more than a 30-day lead time. Selectman Bourne asked if any other products would be suitable for patching potholes. Mr. Gray suggested hardpack could be used, but would require re-working the same potholes later with green patch. Mr. Gray reported on the culvert delivery for Tewksbury Rd. Mr. Gray reported on an existing driveway, yet to be permitted, for a logging operation in the area of Whitten Rd. BOS recommended

communicating with public safety officers in the police department and forestry to enforce the ordinance requirements for signage and permitting for logging driveways and operations. Road Agent Gray provided maps of plowing routes per vehicle. Mr. Gray reported on beaver activity in the vicinity of Harrington and Center Rd and obstructions of culverts. Mike West reported on storm damage on North Deming Rd from a recent storm. Mr. Gray reported on downed trees and lack of communication and coordination between departments with regard to tree cleanup and road closures. Selectman Hammond confirmed that the communication we are talking about is between police, fire, and the highway department for storm damage and road closures. Selectman Hammond inquired about the cost of culverts. Selectman Bourne inquired about a missing culvert from the town inventory. Mr. Gray confirmed he had reported it to Officer Vivian of Cornish Police Department. Mr. Gray reported that he was out of culverts and would need to purchase more, despite being over budget on the culverts line of the budget. Selectman Bourne inquired about highway maintenance planning. Road Agent Gray reported an example of work being done on St. Gaudens Rd. Selectman Bourne asked how the example of St. Gaudens Rd pertained to the longer-term highway maintenance plan. Mr. Gray said that the rework on roads due to storm damage has been a priority and the highway department has been repairing damaged roads week after week. Selectman Hammond inquired about the St. Gaudens repair and what the process and timeline might look like. Road Agent Gray asked if Clark Camp Road is a bus route as a bus has been stored during winter months on that road, effectively making it a bus route, from a plowing perspective. Selectman Bourne reiterated the town's interest in a longer-term highway maintenance plan. Road Agent Gray suggested it could be dependent on funds. Selectman Bourne requested a plan based upon maintenance needs, leaving the funding aspect to the Select Board. Mr. Gray agreed to work on such a plan. Road Agent Gray reported on highway department vehicle maintenance.

Larry Dingee visited with the BOS regarding storm water damage behind the Cornish Flat fire department, requesting that the town fortify that embankment before the washout of land gets worse.

Selectman Gallagher reported on inspection of the Meeting House in the flat.

BOS called Chief Hackett to discuss the former cruiser for use by the highway department. Chief Hackett said he would facilitate the physical transfer and registration of the vehicle. Selectman Gallagher inquired about coordination of communication between highway department, police and fire. Chief Hackett reported that the fire department tends to close roads when power lines are down and the road remains closed until the power company arrives and reopens the road. Chief Hackett suggested coordinating between the highway department and the Fire Department.

Meeting adjourned 6:01pm

Submitted respectfully,
Jason Bourne

**Town of Cornish
Selectmen's Meeting Minutes
Monday, September 18, 2023 6:30-8:30pm**

Present: Jason Bourne, John Hammond

Absent: Dillon Gallagher (chair)

BOS reviewed mail, invoices, and checks.

Jim Liggett visited with the BOS regarding a building permit at his home and business location on Rte. 12A. There had been a prior application which was denied during a zoning board meeting as the proposed building exceeded the maximum square footage, but since then, the zoning ordinance changed allowing for larger structures. Selectman Bourne suggested Mr. Liggett get Digsafe involved to get a dig safe number for the permit and to complete missing setback information.

Ginny Prince visited with the BOS regarding proposed harvest of town forest wood. Selectman Hammond inquired about the type of wood being harvested. Ms. Prince stated that it would be primarily saw logs. Selectman Hammond asked about the logging access and neighbors who might be impacted. Ms. Prince stated there would be minimal impact using an existing access road. Selectman Hammond asked if the BOS could have a plan for the cut so that we understood the scope of the project, volume of wood, estimated revenues. Ms. Prince reported on a parcel of land she purchased and expressed interest in getting it into current use. Ms. Prince expressed her interest in stepping down as Deputy Health Officer as soon as a suitable replacement could be identified and requested the BOS assistance in finding someone with a health background. Ms. Prince inquired about planned work on Hilliard Road. Selectman Hammond suggested she contact Road Agent Wayne Gray for updates.

Laura Zell inquired about a camping permit at her residence on Center Road. Laura asked about the possibility of the town plowing the Center Rd church parking lot during the winter months when the church will be closed. Selectman Bourne asked if a parishioner with a plow could do that for the church, as the town is not plowing non-town roadways or driveways. Selectman Hammond suggested posting a request on Connect Cornish.

Selectman Bourne suggested that the BOS arrange a meeting with a representative from Community Power Coalition of New Hampshire to discuss with the full board for consideration, based upon the prior request of the Energy Committee and based upon the favorable electric rates currently being offered to Plainfield. Selectman Bourne suggested we wait for Selectman Gallagher to understand his position on such a meeting.

Selectmen Bourne and Hammond discussed planning for highway maintenance and potential reporting methods to facilitate our understanding of staffing needs and resource needs.

Meeting adjourned, 8:30pm.

Respectfully submitted,
Jason Bourne

**Town of Cornish
Selectmen's Meeting Minutes
Thursday, September 21, 2023 4:00-6:00pm**

Present: Dillon Gallagher (chair), Jason Bourne
Absent: John Hammond

BOS reviewed invoices, mail

Selectman Gallagher moved to approve August minutes. Selectman Bourne seconded the motion. No further discussion. Motion passed in the affirmative.

Road Agent Wayne Gray reported that a resident who purchased property recently on Hildreth Lane requested repairs on a class 6 road due to a prior logging operation. Selectman Gallagher confirmed that the town does not maintain class 6 roads. Selectman Gallagher suggested that the resident approach the logger or forester responsible for the damage. Mr. Gray reported on road damage due to a logging operation off a class 6 road near Root Hill Road. He reported that he could see the class 6 road drainage, but cannot see the water flow on a private residential plot of land. Mr. Bourne asked if the watershed was visible from the class 6 road, across the private land and Mr. Gray said it was not. Selectman Bourne asked what Mr. Gray needed to address this issue, as it has come up in prior meetings. Mr. Gray reported that he thought the land owner may need to make repairs to his driveway. Selectman Gallagher asked if Mr. Gray had approached the land owner and Mr. Gray confirmed he had not. Selectman Bourne asked if the landowner would be responsible for the repair of the road if the work was not done. Road Agent Gray reported on planned repair work at Tewksbury Road. Mr. Gray reported that he needed some additional engineering information. Selectman Bourne asked if there was any risk that the repair work could be delayed by a delay in engineering information. Mr. Gray said there would not be. Mr. Gray reported on the use of the F550 for the river cleanup project. Selectman Bourne asked for confirmation that the truck would be dropped off and picked up by town employees. Mr. Gray confirmed that was the case. Road Agent Gray reported on a resident's request to cut brush near the intersection of Center Road and Town House road and confirmed that the brush in question is on the state highway, not the town roads. Selectman Gallagher confirmed that was his assessment as well. Mr. Gray reported on a driveway culvert on Dingleton Hill Rd which was installed and which is undermining the asphalt road. Mr. Bourne asked for confirmation that the landowner was contacted about correcting the installation in order to preserve the road. Mr. Gray confirmed that he had contacted the resident. Mr. Gray inquired about highway department budget relative to a potential CDL hire. Selectman Bourne confirmed that the BOS discussed our interest in separating staffing decisions from shortfalls due

to storm damage. Selectman Gallagher asked Mr. Gray about proposed pay. Mr. Gray proposed a rate. Selectmen Bourne and Gallagher talked about potential hiring dates and budgetary impacts. Selectman Bourne asked what a new hire would be assigned for responsibilities and how much time, prior to snowfall, the highway department would need to get a new hire up to speed. Mr. Gray suggested it would take time to train anyone to use the plowing equipment. Selectman Gallagher asked about a candidate for a CDL driver position and his experience with other heavy equipment. Mr. Gray reported on the experience that he understood from an interview. Mr. Gray asked if he should move forward with an offer. Selectman Bourne said his understanding was that the BOS would support a hire, and asked for confirmation from Selectman Gallagher. Selectman Gallagher expressed concern about budget, but agreed we ought to make an offer to see where it goes. Selectman Bourne suggested the BOS consider subcontractors if we cannot hire this candidate as we are approaching winter season. Road Agent Gray reported on pricing for salt. Road Agent Gray reported a lower price available via a pre-competed state contract vehicle from Morton. Selectmen Gallagher and Bourne agreed that pre-competed state contracts are valid for competitive bid requirements for the town. Road Agent Gray provided bids for selected pavement repairs on Center Road, Jackson Road, and East Road. Selectman Gallagher suggested that the BOS visit the proposed site of repairs and use the quotes provided for budgeting purposes for next year's budget. Road Agent Gray reported on some road work around Leavitt Hill Rd and grading on East Rd. Selectman Bourne asked about a trip the Highway Department took to Reeds to look at a truck, how much time it took, who went, and what was the purpose of the trip. Mr. Gray confirmed that the entire Highway Department visited Reeds to inspect the new town truck and that it took approximately 1 hour. Selectman Gallagher asked about training opportunities for the town highway department, and provided some examples offered via UNH Technology Transfer Center.

BOS conducted site visits.

Meeting adjourned 6:00pm
Submitted respectfully,
Jason Bourne

**Town of Cornish
Selectmen's Meeting Minutes
Monday, September 25, 2023 6:30-8:30pm**

Present: Dillon Gallagher (chair), Jason Bourne, John Hammond

BOS reviewed invoices, mail, and checks

Mary Curtis reported that locks had been changed to uniform key cores in the Town Hall and new cores and keys were installed in the conference room in the Town Offices.

The BOS discussed a building permit on Rte 12A and whether the application would need to be approved as a special exception under expanded cottage industry. The dimensions of the project were discussed among the BOS. Selectman Bourne asked if the applicant had an existing special

exception for expanded cottage industry. Selectman Gallagher felt the applicant would need a special exception to expand the operation, per the building permit application.

Frank Parks stopped in to talk to the BOS, mentioned the minutes and expressed his appreciation that the Board has been working on policy and highway department matters. Selectman Gallagher referred to potential training opportunities for the Highway Department. Mr. Parks asked about staffing levels on the highway department. Selectman Gallagher explained in-house training opportunities for developing CDLs within the Highway Department. Mr. Parks shared recommendations for additional training resources for CDLs. Mr. Parks asked about the new town truck. Selectmen Gallagher and Bourne reported on information shared with us by Road Agent Wayne Gray. Mr. Parks inquired about storage of a camper on his residence. Selectman Gallagher confirmed storage is permitted in side or rear yard of a residence in Cornish.

Corey Stevens inquired about winter maintenance plans on roadways, referring to his Leavitt Hill Rd residence, and reported the icy conditions last year due to lack of sanding. Selectman Bourne thanked Mr. Stevens for the feedback and informed him that the BOS is meeting regularly with Road Agent Wayne Gray and can relay the feedback. Selectman Gallagher reported on potential staffing options or contracting fallback options should we not have a full crew. Selectman Bourne reported on work we are expecting regarding highway maintenance planning, both long-term and shorter term.

Selectman Gallagher presented a proposed outline for Road Planning for review and feedback.

Bill Palmer inquired about road maintenance needs and informed the BOS of a meeting on Oct. 2 in Claremont regarding a longer-term road plan, asking if we might consider attending or providing feedback to him to bring back to the state.

Michael Fuerst met with the BOS and provided an update on Broadband Committee work, reporting that Consolidated Communications was not interested in building out further in Cornish under a federal grant program, administered by the state. Mr. Fuerst reported that Hub66 submitted a proposal to build out in Cornish to the last mile, with no additional cost to the town. Mr. Fuerst reported that Comcast was responsive and would be asked to submit a proposal as well. Selectman Bourne reported the plan that Hub66 presented would also provide access to households along the way to the “last mile” locations funded by the grant. Mr. Fuerst reported that he met with an applicant for a “tiny house” which had been referred to the Zoning Board as a multi-use conversion. Mr. Fuerst expressed his concern about the plan existing in a floodplain and that it should be handled by the Select Board. Mr. Fuerst also expressed concern regarding a “tiny home” not being defined in the ordinance. Mr. Fuerst suggested perhaps the Select Board consult legal counsel regarding the “tiny home” issue. Mr. Fuerst referred the applicant to meet with the Select Board regarding the floodplain concern.

Lee Baker visited with the BOS to express concern about assessors walking through his property and residence without town officials present. Mr. Baker reported that he had been, in the past, assessed unfairly based on a fireplace which never existed. Selectman Hammond asked if Mr. Baker had reported changes to the assessor so that they could be sure what’s correct and incorrect. Mr. Baker reported that he did show the assessor his residence, but was uncomfortable

having someone he didn't know in his house. Selectman Bourne affirmed that he felt the same way and have not had assessors within his residence. Mr. Baker thanked the BOS for listening to his concerns.

BOS discussed the assessment process.

Selectman Gallagher reminded the BOS of old business which needed to be addressed in upcoming meetings.

Meeting adjourned 8:34pm

Respectfully submitted,
Jason Bourne

**Town of Cornish
Selectmen's Meeting Minutes
Thursday, September 28, 2023 4:00-6:00pm**

Present: Dillon Gallagher (Chair), John Hammond, Jason Bourne

BOS reviewed invoices and mail

Mary Curtis delivered the title for the former cruiser from the Cornish PD for transfer to the Town Highway Department. BOS discussed the transfer of title process. Ms. Curtis reported that the BOS had updated budget reports for the quarter and she provided the BOS with a working road maintenance plan from 2014.

Selectman Gallagher asked Road Agent Wayne Gray about potential engineering plans for repair work on the bridge near Leavitt Hill Rd, one lane at a time, for bid proposals. Mr. Gray said he would try to get those plans from the engineering firm. Selectman Hammond asked Mr. Gray about supplies of winter sand. Mr. Gray reported he had his supply already. Road Agent Gray asked for guidance from the BOS regarding trees overhanging roads. Selectman Gallagher suggested speaking with landowners before the Town takes action to maintain safe roadways by cutting or pruning the trees. Selectman Hammond suggested flagging a tree so that the landowner can see which tree is considered hazardous. Selectman Bourne asked if the tree needed to be within the right of way or just the branches. Mr. Gray said that if the branches were encroaching the right of way at or around the telephone line height, they would be able to remove them. Mr. Gray reported on a beaver dam on Center Road near Harrington Rd inside a culvert, threatening the roadway, reporting that the landowner has given written permission to have the animals removed from their property. Mr. Gray reported on guardrail work needed and proposed a trade for supplies from a town resident in exchange for hardback materials. Selectman Bourne asked if Mr. Gray could provide costs for the materials and the hardback so that the BOS could assess the trade. Mr. Gray said he would get pricing from local providers for the guardrail supplies. Selectman Gallagher asked if the proposed guardrail materials were from a prior job. Mr. Gray confirmed that the material was from a former job of the resident. Selectman Bourne asked if Mr. Gray had assessed the integrity of the materials

compared to new. Mr. Gray said that he would do so. Mr. Gray reported on a property on Center Road where a resident has stored equipment in the road right of way. Mr. Gray informed the BOS that he had spoken to the residents on Sept. 18th and informed them that their equipment is in the road right of way and that the residents responded that they would be using their property as they choose to. Selectman Gallagher provided an outline of a proposed road plan format to Road Agent Wayne Gray.

BOS and Road Agent Gray went on a site visit to inspect potential paving projects.

BOS returned to the Town Offices and met with Town Clerk Paula Harthan to discuss a title transfer from Cornish PD to Cornish Highway Department.

BOS reviewed a building permit for a property on Rte 12A which will require a special exception from the Zoning Board as it has not received one previously and discussed dimensional requirements for approval, pending the ZBA approval of a special exception. Selectman Gallagher suggested that a site visit could be helpful in verifying the square footage in question. Selectmen Bourne and Hammond agreed.

Meeting adjourned 6:02pm.

Respectfully submitted,
Jason Bourne