

2025-09-22 Board of Selectmen Minutes

Town of Canterbury, NH
Board of Selectmen
Date: 2025 September 22
Location: Meeting House

Selectmen: Scott Doherty (Chair), Beth Blair, Calvin Todd

Town Administrator: Ken Folsom

Department Heads: Sam Papps (Town Clerk-Tax Collector), Justin Crotty (Police Chief), John O'Connor (Road Agent), Michael Gamache (Fire Chief), Rachel Baker (Library Director)

Others Present: Kal McKay (Admin Assistant), Edgar Rivera (Libertad Press NE and CCPC), Pam Smarling (Supervisor of the Checklist), Al Edelstein (Treasurer), Kevin Bragg (HDC and Friends of Canterbury Center), Dave Balshaw, Donald Pare, Mary Kate Jacobs, Nathan Jacobs

1. Call to Order
 - a. The meeting was called to order at 4:58 p.m.
2. Department Heads
 - a. Michael Gamache (Fire Chief)
 - i. Chief Gamache distributed Canterbury Fire Department Selectmen's Report 8/18/25 through 9/22/25.
 - ii. There have been 248 incidents so far this year.
 - iii. This month was extremely active: a brush fire today in Northfield, 2 structure fires and 2 brush fires in Franklin, a serious accident on Rt 106, 5 accidents on I-93 with 2 requiring the jaws of life.
 - iv. Last week there was a search for a missing person on Borough Road. The Fire and Police Depts. were assisted by several agencies including Fish and Game. They had two dogs, a drone, and used a hotspot to run a remote incident command post. A family member who was familiar with the area found her around 4:30 p.m. They were able to retrieve her quickly and get her to the hospital. She was out there for 5-6 hours and likely wouldn't have survived the night. Chief Gamache thanked those who helped with the response.
 - v. The race at NH Motor Speedway was this weekend and the Dept. did details for all 3 days.
 - vi. Last week on Puffer Road there was a carbon monoxide incident. If the family hadn't left the building, they wouldn't have survived. Chief Gamache encouraged everyone to have CO detectors in their homes and test them regularly.
 - vii. Fire Prevention Week is next month. 125 kids will attend a demonstration on 10/15.
 - viii. Due to the drought, a burn ban proclamation has been signed by the Governor. Starting today all burning is prohibited, including smoking in the woods. Chief Gamache distributed signs to hang up at the town offices, Library, etc. He advised that if you see someone violating the ban, call 911 to report it. That will allow you to remain anonymous. The Dept. is trying to enforce with education not tickets, so initially they would just go out and talk to the person.
 - ix. The Dept. is still seeking new members.
 - x. DES has determined that the location on Pickard Road is not viable for installing a dry hydrant. The Dept. is looking at a new site on Scales Road instead.
 - xi. Almost all water sources are too dry to be used right now so the Dept. is working with other towns to ensure water availability in the event of a fire. They are preparing by getting water tankers rolling earlier. For now the fire pond at the Sam Lake House still has enough water.

2025-09-22 Board of Selectmen Minutes

- xii. The estimated delivery date for the new fire engine has moved from July 2026 to May 2026.
- xiii. Chief Gamache is working on a proposal for the Selectboard regarding the Loudon project he discussed with them last month.
- xiv. In 2026 he will be rewriting the Emergency Operation Plan. Chief Gamache is looking for grant money to support that project. The EOP was last done in 2012. Best practice is to redo it every 5 years.
- xv. They submitted the paperwork for the balance of the grant money for the hoses/nozzles for the new engine. The entire project cost \$24,376.10, but with grant money the Town only had to pay \$1,160.77.
- b. Justin Crotty (Police Chief)
 - i. Chief Crotty distributed Canterbury Police Department Selectmen's Report 8/18/25 through 9/21/25.
 - ii. There have been 12 Incidents, 6 Arrests, 1 Accidents, 118 Citations, and 576 Calls for Service this month. The State Police assisted with 3 calls.
 - iii. Chief Crotty also described the missing person search on Borough Road. Bow, Pembroke, and Allenstown all sent resources to help. Chief Crotty will send Beth a list of all the agencies that participated so she can send out thank you notes.
 - iv. The Dept. also did details on all 3 days for the NHMS race. There was record attendance, but thankfully no issues.
- c. Sam Papps (Town Clerk-Tax Collector)
 - i. Pam Smarling, a Supervisor of the Checklist, reported that they have found a candidate to fill the Moderator Vacancy. She presented a letter nominating Jessica Treadway. Kal will write up an appointment slip and have the Selectboard come to the office to sign it asap.
 - ii. Sam distributed the All Unpaid Receivables Listed by Warrant 9/22/2025.
 - iii. There were no major changes from last month. There has been no contact or payments from Beulah Fellowship.
 - iv. There are 3 people on the liening list for next June. One is the Lovering Property (Map 256 Lot 3). No one has come forward to pay the taxes or claim the property.
 - v. Ms. Simbari is on the list again. There has been no contact from her since she paid off the last lien. Ken will invite her to come talk with the Selectboard.
 - vi. The 3rd property is a vacant lot in Sherwood Forest (Map 102 Lot 76). The owner always shows up at the last minute to pay the bill.
- d. Rachel Baker (Library Director)
 - i. The Trustees will be doing their final review of the 2026 budget at their meeting tonight.
 - ii. Lauren Prospere is starting part-time at the Library as a Children's Room Assistant.
 - iii. The security system is fully converted to internet. There was enough money between the repairs and equipment budget lines to cover the cost.
 - iv. Peter Galatis will be doing the ceiling tiles and door bar inside. Normally the Library covers the inside repairs and the Town covers the outside repairs, but there might be enough money in the budget to cover the gutter repair. Rachel isn't 100% sure yet.
 - v. Nick Wright will come out to do paint touchups outside. They didn't end up using the prison work program this summer since they need a full day of work for it to be worth it. They bought a pressure washer for the Library of Things and will use it to wash the painted surface.
 - vi. They are collaborating with Hackleboro Orchard on an apple-picking field trip.
 - vii. Mark Stevens will be doing a presentation called 300 Years Ago for their speaker series in October. The Tricentennial Committee will use it as a soft launch for fundraising.
- e. John O'Connor (Road Agent)

- i. The pavement in front of Mr. Braskie's on Old Tilton Road has been replaced with crushed stone.
- ii. The Dept. has been working on touching up the roads, and ditching on Intervale Road. They are not putting water on the roads because of the drought.
- iii. It is inspection month. The packer is going to need rear brakes and the pickup still needs to be done. T1 and T3 are both down.
- iv. Paving is scheduled for the end of the month.
- v. A resident asked Calvin about the culvert under the pavement on Borough Road. They believe it is not working. John will take a look.
- vi. The old baler in the Sam Lake House Garage will be loaded up and taken to the Milton Farm Museum on Wednesday.
- vii. In the Highway Garage, only 8 of 33 lighting units are functional. An electrician provided an estimate of \$10,990 to replace all of the fixtures. Because of their age, it is cheaper to replace the fixtures than the bulbs.
- viii. There is ~\$16K in the CRF for Building Maintenance that could be used. A lot has already been used this year for other unexpected issues, but it doesn't seem safe to go through the winter with that little light. We could do half this year and half next.
- ix. The new fixtures will be eligible for rebates through NH Saves. Ken will get the exact numbers.

3. Other Business

a. TD Bank Investments

- i. See Selectboard minutes 9/8/25 section 7.b. for previous discussion.
- ii. Ken distributed a proposal for investment of general funds.
- iii. Ken, Mary Hauptman (Accounting Clerk), and Al Edelstein (Treasurer) have met and agreed on this proposal. They suggest investing starting in October, do a rollover in January, and reevaluating in April. They took into account upcoming County and School District payments and determined that this is a safe way to start.
- iv. The Selectboard agreed to the proposal.

b. Speeding on Old Gilmanton Road

- i. Donald Pare of Old Gilmanton Road attended and spoke about the speeding problems he has observed in that area. There are several people who reach extreme speeds on that road. The dust and knotweed cause visibility issues. The corner with Shaker Road is particularly dangerous for kids at the bus stop and those getting mail.
- ii. Someone recently whacked the knotweed down, but left it in the road so it is getting dragged by cars. No one present knew who did it.
- iii. The previous ATV problem has been resolved.
- iv. There is also a child riding an electric bike to the bus stop without a helmet who reaches an estimated 40 mph. Mr. Pare has spoken with the child, but that did nothing. He is hoping if a police officer talked to the child, they might see reason.

c. Historic District Commission Appointment

- i. Kevin Bragg attended and nominated Vanessa Crofton as a new member. The HDC has been short since Harry Kinter resigned and Vanessa seems like a good fit.
- ii. Kal will write up an appointment slip and have the Selectboard come to the office to sign it.

4. Sign Ordinance and Sign Placement Request

- a. See Selectboard minutes 9/8/25 section 4 for previous discussion.
- b. Dave Balshaw (Keeper of the Canterbury Country Store) and Kevin Bragg (HDC Chair and Friends of Canterbury Center member) attended.
- c. The Selectboard observed two signs in the Center today. One of which has been approved. Only 3 signs have been approved since the policy was created in 2009.

- d. There was discussion about how to interpret the current policy. As written, it refers to the town-owned land in the Center, which includes the green around the gazebo and the space in front of the cemetery.
 - e. Kevin spoke about how this is the first time he has been made aware of the policy, so perhaps awareness is the issue. He also suggested rewriting to make it more clear what parts of town are affected and include all town-owned property.
 - f. Ken explained that this was signed when he was on the Selectboard. They had received several complaints and felt that a policy would be helpful.
 - g. There was discussion about how most complaints that are received these days are about the triangles at the intersection of Center Road with Rt 132 and Shaker Road with Baptist Road. Those are both state-owned intersections, so not in the Selectboard's jurisdiction.
 - h. Dave expressed his opinion that the ordinance should be sternly regulated since the Center is the face of the town.
 - i. There was discussion about whether or not awareness was the issue and how best to correct it. The policy is available on the website, but hasn't been advertised or strictly enforced.
 - j. There was discussion about what signage would violate the policy and where exactly town-owned property ends. Temporary parking related signs for the Store or events at the gazebo are frequently used. Signs for events and harvests are allowed, but some of those can last weeks. "Plastic message boards" aren't allowed, but several local organizations use those and they look nice. If there are a bunch of approved signs up at the same time, no matter how nice each one is, it will look crowded and ugly.
 - k. The Selectboard discussed the application from Tracey Ennis and decided to approve her application.
 - l. There was discussion about enforcement. If the Selectboard start enforcing this, it must be done consistently no matter the person/organization. In the past, when an unauthorized sign has appeared, Ken would contact the owner and have them come fill out an application.
 - m. Kal will draft an edited version of the ordinance to address the issues discussed and distribute it to the Selectboard, Ken, and Kevin for review.
5. Mary Kate Jacobs re Old Boyce Road signs
- a. During his report earlier in the meeting, John explained that Ms. Jacobs wants to put up "slow for children" signs and a mirror. The signs are \$62 a piece. John is against the mirror.
 - b. Mary Kate Jacobs and Nathan Jacobs of Oxbow Pond Road attended.
 - c. Mary Kate explained that there is a blind corner where Old Boyce Road turns into Riverland Road. It is loaded with knotweed and that is affecting visibility. Many families walk along that portion of the road and due to the businesses, a lot of large trucks go by. The Jacob's, and two other families who couldn't make it this evening, would like to improve visibility and reduce speed. Ms. Jacobs proposed maintaining the brush better, installing a convex mirror to see around the corner, and/or adding "slow for children signs".
 - d. There was discussion about how to deal with the knotweed and whose land it is on. There isn't really a good way to remove it and certain measures would spread it. John could focus on trimming it in the right of way and knocking it down more often.
 - e. There was discussion about the effectiveness of mirrors. They are not considered helpful because they often cause people to focus on the image and not what is around them. The one at the intersection of Kimball Pond Road and Morrill Road is unauthorized.
 - f. There was discussion about signage. Regular signage is often ignored, but a light up "your speed is" sign would be more attention grabbing. Ken will look at the cost of those.
 - g. The Selectboard could lower the speed limit around the turn. It is currently 30 mph for the whole road. Typically the Selectboard would have a public hearing before changing a speed limit. The board members will drive the road before the next meeting.

6. Other Business Continued

- a. Contaminated Materials Regulation Draft from Planning Board
 - i. See Planning Board minutes 9/9/25 for previous discussion.
 - ii. The Planning Board created a draft Contaminated Materials Regulation for the Selectboard to review. This would prevent materials such as “dirty dirt” (aka thermally treated soils) and “sludge” from being used in Canterbury.
 - iii. Calvin questioned if “dirty dirt” should be banned for roads. The State already regulates it and allows its use for a variety of uses including roads. It is an affordable option for those maintaining Class VI roads and he hasn’t seen conclusive evidence about the long term impact of using the material.
 - iv. Beth explained that the issue is where the road is in relation to water. The State does restrict the use of “dirty dirt” near water because of the potential for contamination.
 - v. Scott expressed concern that producers of thermally treated soils do their own testing and are thus self-regulated. He pointed out that we have only learned about PFAs in recent years, and there could be other dangerous chemicals in the “dirty dirt” that haven’t been discovered yet.
 - vi. When this was discussed at the Conservation Commission meeting in August, they had created a much longer list of materials to include. That list doesn’t appear to have made it to the Planning Board. Scott will bring that to the Planning Board for further discussion.
 - vii. Calvin expressed concern that the regulation as written would prevent activities like taking loam from a neighbor, accepting needles at the Transfer Station, or parking old cars on your property. He was concerned about approving an ordinance that would be excessively hard to regulate.
 - viii. Beth expressed her opinion that this ordinance was not just about roads but addresses storing, stockpiling, and spreading contaminated materials. She agreed that it would be difficult to go back in time to enforce this ordinance for people or businesses who were already not in compliance, but that going forward it would be useful for new business or if the Town gets a complaint. If we don’t have an ordinance to prohibit it than we can’t do anything.
 - ix. Like other regulations in Canterbury, the Town wouldn’t go looking for trouble, but if an issue was reported, this regulation could be used to make someone dispose of materials properly.
 - x. It was decided to go back to the Planning Board and Conservation Commission and have them continue the discussion about the purpose and goals of this ordinance.
- b. Exit 18 Gas Station
 - i. See Selectboard minutes 8/4/25 section 4.g. for previous discussion.
 - ii. Ken provided an update on the gas station. The tanks have been ordered and they are looking to begin construction this fall. The tanks were approved to be underground so they will likely be triple walled.
- c. Magoon Purchase of Map 226 Lot 2
 - i. See Selectboard minutes 9/8/25 section 8.b. for previous discussion.
 - ii. The closing is scheduled for this Thursday at 1 p.m.
 - iii. Ken found out right before this meeting that the purchase and sales document said the Town would do a warranty deed, but that is not possible because the title isn’t clear. Ken had contacted all parties and is waiting for confirmation that the closing can still happen.
 - iv. Scott moved to authorize Ken to sign for the closing on sale of Map 226 Lot 2 to Brian Magoon. Beth seconded. All in favor by roll call, motion carried.
- d. Gazebo Update
 - i. See Selectboard minutes 6/2/25 section 6.a. for previous discussion.

- ii. An invoice has been received for the repair of the rotting posts, so apparently the work has been done.
 - iii. Calvin will go take a look at the repairs. Ken will pay the invoice.
7. Administration
- a. Previous Minutes Approval
 - i. Kal read aloud the suggested changes for the 9/8/25 minutes.
 - 1. Line 72: change to “recalling the difficulty there was in organizing the two towns to agree on how to just tear down the old bridge.”
 - 2. Line 106: correct \$100 to \$103.50
 - 3. Line 123: change “an increase in” to “whether it was time to increase”
 - 4. Line 130: change “the keeper...” to “responsible for disbursement of Town funds and managing investments.”
 - ii. Scott made a motion to approve the public minutes as amended for the Selectboard meeting on Month Day, 2025. Beth seconded. All in favor by roll call, motion carried.
 - b. The Selectboard signed:
 - i. Beth made a motion to sign the Accounts Payable Manifest in the amount of \$51,384.12. Scott seconded. All in favor by roll call, motion carried.
 - ii. Beth made a motion to sign the Payroll Manifest in the amount of \$53,803.55. Scott seconded. All in favor by roll call, motion carried.
 - iii. Notice of Intent to Cut Wood or Timber for Map 225 Lot 2.
8. Community Power Rates
- a. See Selectboard minutes 7/7/25 section 6 for previous discussion.
 - b. Scott asked why the delivery portion of the Community Power electric bill went up from ~6 cents to ~13 cents.
 - c. Edgar Rivera (CCPC) explained that the rate change took affect on August 1st, so this round of bills will be the first time people are seeing the new prices. Since CPCNH decided to change their pricing to cover the cost of services, each bill will take into consideration which utility company is being used to supply the power.
9. Selectboard Representative Reports
- a. Planning Board – Scott
 - i. Meridian will be attending the PB meeting tomorrow night. Ken explained that there has been some confusion about payment for the engineering report. The report will not be ready for the meeting tomorrow night.
 - ii. Also tomorrow, there will be a listening session beginning at 5:30 p.m. The entire Selectboard will try to attend.
 - iii. The PB will be reviewing the Aries Engineering report on the Transfer Station and continue reviewing the Solid Waste Management chapter for the Master Plan. The intent is to finish the review that night and schedule the public hearings.
 - b. Conservation Commission - Beth
 - i. Beth wasn’t able to attend the last meeting. The CCC is working on their bylaws/procedures, discussion of wetlands for the PB, and various land maintenance projects. They finished building the bridge over the Kimball Pond spillway.
 - ii. Beth asked about creating a barrier to prevent vehicles from driving on the earthen dam. They think the bridge might be enough of a deterrent. Beth will doublecheck.
 - iii. Calvin reached out to Ken Stern because someone posted the back side of the Kimball Pond area. No one knows who did it, but it is Town-owned land, so not authorized. Beth will bring this up with the CCC.
 - c. Community Power Committee – Beth
 - i. Their last meeting was cancelled.

2025-09-22 Board of Selectmen Minutes

- ii. The only update was that the adder funds are being transferred.
- d. Energy Committee – Beth
 - i. Beth wasn't able to attend their last meeting because it conflicted with the Selectboard.
 - ii. They discussed the panel discussion and electric petting zoo that was held. It was very successful and they will likely do this again in the future.
 - iii. Many people have signed up for the Window Dressers event in November.
 - iv. Ruth Heath, Beth McGuinn, and Fred Portnoy have been attending the SolSmart sessions and will be bringing that up at their next meeting.
- e. Tricentennial Committee – Beth
 - i. There are a lot of projects they intend to do so they want to start fundraising.
 - ii. They are working on their budget and will be bringing that to the Town at some point.
 - iii. Beth intends to have a kickoff event on New Years Eve at midnight to ring in 2027.
- f. Recreation Committee – Calvin
 - i. 89 kids are signed up for soccer and 15 coaches have volunteered.
 - ii. October 25th will be the Halloween celebration in the Center. They are looking for volunteers.
- g. Historic District Commission – Calvin
 - i. The HDC didn't meet because they couldn't make a quorum. As discussed above, they are getting a new member to resolve this problem.
- h. Agricultural Commission – Calvin
 - i. The group reappointed members and reviewed ideas for the Tricentennial.
 - ii. They will be meeting again on October 23rd. Calvin can't attend, but Kal can go.
- 10. Other Business Continued
 - a. Adder funds from CPCNH
 - i. See Selectboard minutes 9/8/25 section 8.a. for previous discussion.
 - ii. The check for the adder funds from CPCNH is enroute.
 - iii. DRA notified us today that the money can't be put into the capital reserve fund without a warrant article. So for now the money will go into the general account and at the next Town Meeting we can propose a warrant article to deposit the money into the Renewable Energy Capital Reserve Fund.
 - iv. We could also propose a warrant article to preemptively allow the Selectboard to accept any funds that are earned next year. Little to no money is expected next year due to the fact that the lowest available rate for residents does not include the adder. Residents would need to opt-up to a higher "Canterbury Basic" rate, and very few residents have shown inclination to do so.
 - b. Noise Ordinance
 - i. Paul Lepesquer arrived early to the meeting to take a photo of the Selectboard. Before the others arrived he asked Calvin about the noise ordinance and how it applies to logging operations starting early in the morning.
 - ii. Ken explained that logging is exempt from the noise ordinance because when it went to Town Meeting (2020 Article 16), the proposal was amended on the floor to exclude construction.
- 11. Adjournment
 - a. Calvin made a motion to adjourn the meeting at 7:11 p.m. Beth seconded. All in favor by roll call, motion carried.

Next Meeting: 2025 October 6, 5:00 p.m. at the Meeting House

Minutes submitted by Kal McKay, Administrative Assistant