

Town of Canterbury, NH
Board of Selectmen
Date: 2026 July 20
Location: Meeting House

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

Town Administrator: Ken Folsom

Department Heads: Justin Crotty (Police Chief), John O'Connor (Road Agent), Rachel Baker (Library Director)

Others Present: Kal McKay (Admin Assistant), Edgar Rivera (Libertad Press NE), Rick Crockford (Library Trustees Chair)

1. Call to Order

- a. The meeting was called to order at 5 p.m.

2. Department Heads

a. Justin Crotty (Police Chief)

- i. Chief Crotty distributed Canterbury Police Department Selectmen's Report 6/14/26 through 7/19/26 and speed data for several roads.
- ii. There have been 11 Incidents, 5 Arrests, 3 Accidents, 78 Citations, and 456 Calls for Service this month. Calls for service were down due to only having 1 officer for 10 days.
- iii. The Field Training Officer course they were going to host in August is cancelled. The Police Academy is putting it on instead. Officer Dumas will attend.
- iv. They still plan to host another training in November.
- v. The Canterbury Fair is this Saturday.
- vi. Matthew Plantier has been moved up the waitlist for the Police Academy which starts in August. Based on historical admissions, it seems promising that he will get in.
- vii. Chief Crotty reviewed the speed data.
 1. Shaker Road (near 611) had 5,908 cars and 10% were enforceable violations (over 42 mph). The fastest speed was 81 mph. Chief Crotty included the daily breakdown of the information to show that the speeding has no consistent pattern. They have had people complain that they patrol that area too much; this data shows why they are frequently there.
 2. There have been a lot of complaints about speeding on Rt 132. The PD are looking into it.
 3. Baptist Road in front of CES was monitored for two weeks. The enforceable rate was very low at 1%, but the fastest speed was still an alarming 76 mph.
 4. They monitored Kimball Pond Road for a week during school and a week during summer break. They are going to do another week during summer break since they are thinking the 4th of July weekend affected the data. So far the enforceable rate looks very low at 1% with a top speed of 75 mph.

b. John O'Connor (Road Agent)

- i. Lines were long as expected at the Transfer Station the week after they closed on Saturday July 4th. They had a record deposit of \$3K.
- ii. Millings (leftover ground asphalt from paving) were used to improve the Transfer Station parking/road area around the building.
- iii. Roadside mowing is done. They did the east/south side of town this year.

- iv. The Dept. is working on grading dirt roads as they have time. They put down 50 tons of ledge pack on Creamery Road.
- v. Boden has been getting the Center ready for the Fair this weekend.
- vi. They have been pushing down the knotweed alongside the roads as they come across it. The State is responsible for the section on the corner of New Road and Rt 132.
- c. Rachel Baker (Library Director)
 - i. Rick Crockford (Library Trustee Chair) also attended.
 - ii. Rick and Ken quickly discussed what barricades will be needed from the Highway Dept. for the Fair this weekend.
 - iii. There was discussion about the bids that Rachel has gotten for repairing/replacing the HVAC system at the Library. See Selectboard minutes 7/6/26 section 5.d. for previous discussion.
 - iv. The option the Library is recommending is ReVision Energy's estimate of \$66,432 to replace the furnace with mini-splits.
 - v. Rachel explained that the Library Trustees would like to move away from fossil fuels for the heating system. They initially were looking at geothermal options, but the cost was too high without the federal tax credit [Post-meeting note: project total was \$153K, tax credit would have covered 30-40%, tax credit expired 12/31/25].
 - vi. Bumblebee HVAC came in and gave quotes for replacing the furnace burners in kind and for replacing the broken furnace with a heatpump system. Those quotes did not include the estimated \$45K-\$60K that Rachel believes would be needed to redo the ductwork.
 - vii. Eventually during this conversation it was determined that the "heatpump" quotes were not apples to apples and that was the reason for the big differences in prices. Bumblebee's quote for a "heatpump" was to put a large unit in the place where the furnace is now; this would require redoing the ductwork. ReVision Energy's quote for "mini-splits" would put smaller mini-split units (aka "ductless heatpumps") around the Library; this would not require redoing the ductwork.
 - viii. The Selectboard asked questions about what quotes were received and why the Library settled on the ReVision Energy option.
 - ix. Rachel explained that the 3 options presented to the Selectboard were just the ones she felt were viable. Rachel provided a binder containing the formal quotes that were received. For mini-splits, she got 3 additional quotes from Heritage, Rowell's Services, and Laconia Energy Shield. She eliminated those because she felt their evaluation visits were short, they didn't take proper measurements, and they all arrived at a quick estimates based on the dimensions of the heating space. ReVision visited several times to do a complete heat analysis. [Post-meeting note: ReVision quote includes 8 interior units and 4 exterior units.]
 - x. Rachel explained that the ductwork needs to be redone because it wasn't done properly when the building was first built ~2004. During the renovation process the design was changed from radiant floor heat to forced air, but the vents were not redesigned for the different system. There are no intakes near the floor and 4 of the 22 ceiling vents don't actually go anywhere. All of the heat collects at the ceiling and doesn't circulate back down to ground level, so even when the furnace was working, the building still felt cold.
 - xi. The ventilation issues were first discovered when the Energy Committee had an energy audit conducted in 2021.
 - xii. The current furnace uses propane, is ~23 years old, and as of February, 2 of the 3 burners are broken and not repairable.
 - xiii. Beth suggested that Rachel contact CUCC since they just had Live Free do a mini-split at the Parrish House.

- xiv. Rachel explained that ReVision Energy offered an extended warranty on the mini-splits; no warranties were included with any of the other proposals. One of her concerns when getting quotes was finding a company that would likely be around long-term and willing to maintain their work.
- xv. The ReVision Energy and Bumblebee quotes were updated recently, but neither would issue a quote valid for longer than 15 days.
- xvi. Rachel explained that she has been working on this for several years, knowing that the furnace was dying and would need replacing. She had been looking for grants to cover the costs. She is concerned that now that 2 of the burners are shot, delaying this decision could lead to not getting the new system in time for the next heating season.
- xvii. Calvin asked for more mini-split quotes. He is leaning towards replacing the furnace in kind because of the expense. He believes the ductwork could probably be done for \$30K-\$35K.
- xviii. The decision was that the Selectboard will review the additional mini-split bids that were in the binder, Rachel will try to get a quote from Live Free, and the Selectboard and Rachel will meet on July 31st at 8 a.m. to decide on which option to pursue.
- xix. Rachel also considered how fast the different contractors could do the work. In order to minimize how long the Library would be closed, she tried to find vendors who could complete the installation in 4 days.
- xx. Ken recapped the financing options for the \$66K quote from Revision. The Building Maintenance CRF has \$26K and \$20K of that could be used for this. There is also a \$15K grant that can be used. The remainder could be done through Unitil's on-bill financing which would be repaid on the electric bill over 10 years at 0% interest.
- d. Sam Papps (Town Clerk-Tax Collector) didn't attend.
- e. Michael Gamache (Fire Chief)
 - i. Chief Gamache was unable to attend the meeting. He distributed Canterbury Fire Department Selectmen's Report 6/15/26 through 7/20/26 before the meeting.
 - ii. Ken met with Chief Gamache today to go over the report. The noteworthy incidents this month were a house fire at 458 Shaker Road and the multi-agency response for the drowning at the Merrimack River last week.
 - iii. The new fire engine was delivered on Friday. Chief estimates that it will take 3-4 weeks for it to be in service. They will be doing training with it and installing radios and other equipment.
 - iv. Ken and Chief Gamache talked with a company that specializes in selling used fire equipment about possibly selling the old rescue truck and fire engine. A contract has been circulated with Primex and the company. They are waiting for the final version to be ready to present to the Selectboard.
- 3. Administration
 - a. The Selectboard signed:
 - i. Scott made a motion to sign the Accounts Payable Manifest in the amount of \$440,000. Beth seconded. All in favor by roll call, motion carried.
 - 1. This uses the bond money to pay for the new fire engine which was delivered on Friday.
 - ii. Scott made a motion to sign the Accounts Payable Manifest in the amount of \$41,619. Beth seconded. All in favor by roll call, motion carried.
 - 1. This includes \$10,810 for the final wiring for the new packer truck (WA 2026-15).
 - iii. Scott made a motion to sign the Payroll Manifest in the amount of \$58,632.69. Beth seconded. All in favor by roll call, motion carried.
 - iv. Center sign placement request by Hackleboro Orchard for their blueberry and orchard signs. Blueberry sign is already out. Selectboard authorized it for 2 years.

- v. Scott signed the NH Liquor Commission Permit for Cathedral Ledge Distillery to sell alcohol at a Canterbury Shaker Village event.
- vi. The annual letter to Citizens Bank requesting the distribution of funds from the Sam Lake Trust in the amount of \$11,548.96. Funds will be deposited into the Sam Lake House ETF.
- vii. Appointment slip for Keith Brown to the Energy Committee
 - 1. Chair Ruth Heath submitted an email which explained Keith's background and why he would be a good fit for the Committee.
 - 2. Beth added that Keith has attended two meetings and added good information to the conversations.
- viii. Appointment slip for Building Inspector/Code Enforcement Officer Joel French to the position of Health Officer.
 - 1. Current Health Officer Geoff Hubbell is up for renewal and he has decided to step back.
 - 2. "Health Officer" is a bit of a misnomer; it is more of a code enforcement type of role doing inspections at schools, daycares, and commercial kitchens. Some towns have the same person be Building Inspector, Code Enforcement Officer, and Health Officer.
 - 3. Once appointed, Joel will get access to the State's training resources for this position.
 - 4. The Selectboard thanked Geoff for his year of service.
- ix. Tax exemption paperwork for blind resident at Map 102 Lot 132.
- x. Notice of Intent to Cut Wood or Timber for Shaker Village (Map 288 Lot 1).
- b. Previous Minutes Approval
 - i. Scott made a motion to approve the public minutes for the Selectboard meeting on July 6, 2026. Beth seconded. All in favor by roll call, motion carried.
 - ii. Scott made a motion to approve the non-public minutes for the Selectboard meeting on July 6, 2026. Beth seconded. All in favor by roll call, motion carried.
- 4. New Business
 - a. Neighborhood Energy/First Point Proposal
 - i. See Selectboard minutes 7/6/26 section 6.f. for previous discussion.
 - ii. Neighborhood Energy is currently the electricity supplier for the municipal buildings. They apparently can also be the default provider for the entire town just like Community Power currently is. They sent a proposal to Ken and asked that the Selectboard consider switching the town over from Community Power to their plan. Ken explained to them that Canterbury is pretty invested in Community Power, but agreed to bring it to the Selectboard.
 - iii. The townspeople voted to make Community Power the default provider at Town Meeting in 2023 (WA 2023-15). To switch again, it would have to go to the next Town Meeting.
 - iv. The Selectboard felt that the town is too invested in Community Power to consider switching unless there would be a huge cost savings in the rate. Neighborhood Energy did not include rates in their proposal.
 - v. The Selectboard decided to decline Neighborhood Energy's proposal.
 - b. Budget Committee
 - i. The Selectboard discussed when they should invite the Budget Committee to come in and begin discussions for the 2027 budget. They decided to hold an extra meeting on Monday August 24th at 7 p.m. rather than try to squeeze this topic in during a regular Selectboard meeting.
 - ii. Calvin discussed the timing of the School Board's budget discussions. They should be reaching out to the Selectboard soon to arrange a joint meeting.
 - iii. In the past few years, someone from Canterbury has been on the School Board's Budget Committee (e.g. Bob Steenson, Randi Johnson, Edgar Rivera), the Selectboard would like to make sure that happens again this year. Calvin can't attend since his wife, Alice, is on the

School Board and someone has to stay home with the kids. The Selectboard will think about who could be the rep and discuss further at the next meeting.

5. Old Business

a. Cell Tower Update

- i. See Selectboard minutes 6/15/26 section 8.d. for previous discussion.
- ii. Ken contacted Vertex Towers about potentially putting a cell tower at the Municipal Complex and they were very interested. They described a couple of options, both of which Vertex could facilitate for us:
 1. The Town builds the tower for the Fire/Police/Highway radios and then leases the remaining space to cellphone service providers.
 2. The Town enters a contract with a cellphone service provider to let them put the tower up.
- iii. There was some discussion about what the Zoning Ordinance allows regarding cell towers. The municipality does not need to conform with the Zoning Ordinance, but they don't expect there to be a lot of pushback to this idea if brought to the land use boards.
- iv. The tower could go up to 180ft, but Vertex would need to do a survey to determine what is actually needed.
- v. This is the same company that Andover used for their cell tower. Beth attended several of those public hearings and felt that Vertex did a good job addressing townspeople's concerns. She suggested contacting Andover to see how the municipality felt it was to work with Vertex.
- vi. Scott wanted to know if the tower would result in an exclusion zone right underneath it. If so, that would be a problem for the Municipal Complex. Scott also felt owning the tower and leasing it could give the Town more control and potentially income.
- vii. There was some discussion about how the poor cell service in Canterbury has been a safety issue. Both Scott and Calvin have personally experienced instances where lack of reception led to a delay in getting help from emergency services.
- viii. The Vertex rep is willing to come into a Selectboard meeting. Ken will invite him to a future meeting and the Selectboard will prepare more questions.
- ix. Ken was unable to find contact info for the company that did a tower in Bow; that didn't inspire confidence.
- x. Calvin will bring this up at the next Planning Board meeting as an FYI.

b. Septic Joint Use Agreement

- i. See Selectboard minutes 7/6/26 section 6.i. for previous discussion.
- ii. Ken contacted the Market LLC, inviting them to come in to the next Selectboard meeting to go over the changes that need to be made to the JUA. Jim Moir was unavailable for today's meeting, so he is scheduled to come into the August 3 Selectboard meeting.
- iii. In a letter, Jim Moir expressed concern that the discussion the Selectboard had about the JUA on 7/6/26 contained information that was "incorrect, incomplete or irrelevant". Beth would like to know which information from the discussion that description applies to. Ken will ask Jim ahead of the meeting.

c. Morril Road Tree

- i. See Selectboard minutes 7/6/26 section 5.b. for previous discussion.
- ii. Ken got one estimate for removing the tree. He will be meeting with another contractor to get a 2nd estimate on Thursday.

6. Selectboard Representative Reports

a. Tricentennial Committee - Scott

- i. Scott reviewed the working calendar of events that the Tricentennial Committee has put together for 2027. There are many events scheduled throughout the year including viewings of the movie, various parties and dinners, lectures and tours, a softball game, and fireworks.
- ii. Ken has gotten the two shadow boxes for the police badges. One will be placed in the town office and the other will be presented to the CES student who designed the badge.
- b. Agricultural Commission - Calvin
 - i. The entire Selectboard attended the previous Commission meeting (6/23/26) to discuss the Commission's mission and structure. Jill McCullough was voted in as Chair.
 - ii. The next meeting will be August 18th at 7 p.m. in the Meeting House.
 - iii. The anticipated meeting for September 15th conflicts with the next Land Use Boards meeting, so they will discuss rescheduling at the August meeting.
- c. Recreation Committee - Calvin
 - i. The Committee met last week to plan for soccer. Sign-up should be starting soon.
 - ii. Danielle Krautman is no longer running the soccer program. Danielle Bell will be taking that over.
- d. Historic District Commission - Calvin
 - i. The HDC met last week and approved the Canterbury United Community Church application for handicap access to the front of the church and new paths. CUCC will be working with the Canterbury Community Market LLC to handle drainage issues with the path between the back of the Store and the Parish House.
- e. Planning Board - Calvin
 - i. The Planning Board didn't meet last week due to lack of agenda items.
 - ii. The 6/23/26 meeting had a preconceptual consultation for a senior living and memory care facility at Exit 18. Fire and rescue services were the biggest topic discussed. Calvin felt it was a good meeting and the developer understands what the town wants to see.
- f. Energy Committee - Beth
 - i. Keith Brown is the newest member (appointment signed earlier in this meeting).
 - ii. The EC is planning two educational events in October and November.
 - iii. They contacted Resilient Buildings Group to request the price of a level 2 audit for the Municipal Complex. The estimate was \$5K. They are going to look into the specifics to make sure it will cover everything we need and if there is a way to offset the cost.
 - iv. The EC is planning to contact the PB about solar friendly zoning.
 - v. They are looking into what other towns are doing with the C-PACER program and intend to return to the Selectboard soon.
- g. Conservation Commission - Beth
 - i. The CCC continues its work on cooccurrence maps with CNHRPC.
 - ii. They have been talking a lot about controlling knotweed and bittersweet. The Robert S. Fife field is overrun with bittersweet and at this rate, once a year mowing is only making it worse. The original goal was to preserve it as a habitat. They will be meeting with the UNH Extension in August to come up with a plan.
 - iii. The Concord CC will be attending an upcoming meeting to discuss mutual goals.
 - iv. They made a request to the PB to amend the wetlands setback ordinance.
 - v. They are working on several conservation projects, including a parcel that may be donated to the Town.
- h. Community Power Committee - Beth
 - i. Tim Meeh was voted in as Chair and Fred Portnoy will be Secretary.
 - ii. The new rates were released. Community Power came in below Liberty but above Eversource and Unitil.
 - iii. They continue to work on the REC selling guide.

- iv. They were interested to find out what Ken has determined about the roof on the Municipal Complex, since the state of the roof will determine if solar could ever be put on it. (See 6/15/26 section 5.b. for previous discussion.)
- v. Ken explained that he has tried to contact two companies to come look at the roof. One of them still hasn't got back to him, the other said they don't work with this type of standing seam roof. Ken contacted the contractor we have been using for repairs and they will come replace the grommets on the roof as a temporary solution.
- vi. Ken explained that there are many companies that install these rooves, but almost none of them are willing to work on rooves they didn't install themselves.
- vii. There was discussion about if Ken should contact companies asking for an estimate on a new roof. If long lasting repairs aren't an option, then finding out the price now would allow us to start saving up for a replacement.
- viii. This roof has been leaking for well over a decade. It is only ~20 years old and these are supposed to last 30-50 years.
- ix. There was discussion about the insulation that has probably been absorbing all the leaks and will need to be replaced.
- x. Calvin suggested a few options for how to address the issues without a full replacement.
- xi. The Selectboard decided that Calvin will take a look at the roof. He and Ken will create a scope of work, and then Ken will reach out to get estimates on replacement.
- i. Zoning Board of Adjustment
 - i. On 7/13/26, James Moir submitted a letter to the ZBA indicating that the Canterbury Community Market LLC wishes to withdraw their application.
 - ii. Ken spoke with ZBA Chair Jim Wieck. The ZBA will be discussing this at their meeting on Wednesday (7/22/26 7 p.m.)

7. Adjournment

- a. Scott made a motion to adjourn the meeting at 6:56 p.m. Beth seconded. All in favor by roll call, motion carried.

Next Meeting: Regular Meeting: 2026 August 3, 6:00 p.m. at the Meeting House
Work Session: 2026 July 31, 8:00 a.m. at the Meeting House

Minutes submitted by Kal McKay, Administrative Assistant