

Select Board Meeting Notes  
Monday, February 2, 6pm

Select Board in attendance: Harry, Nancy, Nate  
Attendance: 11                      Via Zoom: 2

Harry called the meeting to order at 6pm

**Items to add to the agenda:** Clerk Gary asked to add the CESER task force to the agenda. Rep. John Kascenska asked to be added.

**Approve the minutes of the January Meeting:** Board member Nancy motioned to approve the minutes; Board member Nate seconded the motion and it passed unanimously.

**Coe & Coe Community Room ADA Follow Up:** This was table since there was no representative from Coe & Coe present.

**Snowmobile/ATV Ordinance Update:** Both ordinances were posted in the Caledonian. Gregg reported that State law prohibits ATVs on Town Roads after October if no ordinance exists. Board Chair Harry noted that the ordinances can be amended as needed. Petitions to challenge the ordinances must be submitted by February 18<sup>th</sup>.

**Highway Truck Purchase:** Clerk Gary reported that the interest rate on a 5-year loan would be 4.75% with Mascoma Bank. Road Crew Foreman Gregg expects the F600 to cost \$120,000. (Truck is \$89,000; Plow and frame are \$12k; a galvanized body adds another \$17k. This truck will replace the current one-ton truck. Gregg reported that the Water department is interested in purchasing the old one ton. Board member Nate made a motion to approve the F600 truck purchase from North Country Ford. Board member Nancy seconded the motion and it passed unanimously.

**RTT Updates:** Task Force Chair Kate noted that the Town submitted two grant applications for \$20,000 for and \$36,000 to support upgrades at Fox Field & Forst. RTT is working on a comprehensive recreation plan for the Town which will include a map of recreational areas. RTT has a draft letter to residents which was presented to the Select Board for review. The letter gives landowners resources and laws related to outdoor recreation concerns, etc. The letter will also include a donation feature to help raise funds to support the work of RTT. RTT is not seeking a town appropriation in 2026. Kate reported that RTT representatives will be attending the State House Recreation Day on Thursday, 2/4. The Board acknowledgement the great work that is being doing by the Task Forces.

**Town Meeting:** Town Meeting will be held on Tuesday, March 3<sup>rd</sup> at the Lunenburg Elementary School starting at 10:00 am. The polls will be open for Australian ballot voting from 9:00am – 7:00 pm. The Town Meeting Warning and candidate listing has been posted, along with the

current voter check list. Attendees asked when the 2026 Town Report will be available. Clerk Gary noted that the Auditors gave an anticipated mailing date of around February 20<sup>th</sup>. A budget information meeting will be held on Monday, Feb. 23<sup>rd</sup> at 6pm in the Community Room at the Town Office Building. The proposed 2026 budget will be made available prior to the information meeting. Gary noted that there are 44 notes accompanying this year's draft budget and reading them is extremely important to get a full understanding of the budget. The Board will be prepared to answer all questions and concerns at the informational meeting. The meeting will be available via Zoom.

**Better Connections Grant Update:** Clerk Gary gave a summary of the Better Connections grant that was received. The Steering Committee has been assembled and has held their first meeting. Work on this grant will wrap up in February 2027. An RFP for interested consultants as been issued summarizing the work required and interested parties have until February 25<sup>th</sup> to respond. Two community meetings will be held during the process. We expect work to kick off in March.

**Hazard Mitigation Plan:** Planning Committee member Tina updated people on the new Hazard Mitigation Plan. 112 pages long...very detailed. Plan was completed in September of 2025...approved by the State and FEMA in 2025. Plan needs to be updated every 5 years, but what needs to happen is that action items are updated on an annual basis. If not updated every year, we will fall behind and will jeopardize the revision and approve at the 5-year mark. As. Select Board Chair, Harry is considered the official keeper of the Plan. The Planning Committee is recommending that a committee be established to oversee the implementation of the HMP.

Emergency Preparedness Committee, Select Board member, Planning Committee member. Planning Committee asked for a meeting with the above groups for an initial meeting that will establish the committee. Will get with the Board and set up an initial meeting.

**Capital Improvement Plan:** Planning Committee member Tina gave a presentation on the CIP. Tina explained what the CIP is all about...a planning tool to be used by the Select Board and Town Departments. It's a working document that should be reviewed annually to reflect community needs. Identifies town needs/capital projects and plans for them. Identifies funding sources (property taxes, state aid, fees, grant funding). 5–10-year plan of action. It's an aid to budget preparation. Plan was written through grant funding by RCAP Solutions. Began work in July 2024 and plan was completed in 2025. Our plan is a 10-year plan...2025 – 2035. Each Town department was asked to meet with the Planning Committee to inventory the capital items we currently own (trucks, plows, Transfer Station equipment, etc.). Next step was to work with department heads to establish value of existing items and when they need to be replaced. Includes all projects that we'd like to do. Some projects may not happen due to a lack of funding. Tina shared the CIP for the Town Office Building and walked through each of the identified projects, anticipated funding, etc. Discussion about hard decisions that will have to be made down the road. Emphasis on the fact that this is a plan, not a regulatory document.

**NVDA Update:** RTT Kate gave an update on the housing targets that have been developed by NVDA. Lunenburg's targets are: 2030: Add 51 – 75 year-round housing for residents. 2050: 162-316 year-round houses. Variables were overall capacity, land use categories (e.g. water and wastewater, which we have). The only requirement is to incorporate the #'s into our Town Plan update and provide an update on status and reasoning why we have not met the goal. These numbers are meant to start a discussion in communities about housing. Houses that have been added since 2025 do count as part of the target. Town is not required to build the homes; these would be homes built by developers or independent owners. Duplex housing counts as 2 units. ADA's count as additional units. NVDA will now begin working with communities to figure out how to make infrastructure improvements that will help aid these units. The hope is that develop will happen within the identified map area. Kate will follow up with NVDA to get answers of questions that were asked. There is no burden on the Town if we don't meet these numbers. Questions:

- why was information about infrastructure not obtained prior to issuing target #'s?
- how do we keep them apprised of how we're doing? Reporting?

**Dog Licenses:** Dog licenses are due on April 1<sup>st</sup> and all are encouraged to register their dogs. A current rabies certificate is required to register. Questions were asked about registering dogs that were always fenced at home. The State and the Town's Animal Control Ordinance does require licensing of all dogs. Free is \$11 for dogs that are spayed or neutered. Fee is \$15 if not. Examples of why it is important to register your dogs were shared. The bulk of the fees collected are submitted to the State, but the Town does receive some of the funds.

**Route 2 Sign Discussion:** Clerk Gary talked about the grant received for the welcome signage on Route 2. A few options were discussed regarding obtaining community input and we hope to have something to present at Town Meeting for an unofficial weigh in on designs. RTT Kate presented the Loon logo that the Task Force had used for merchandise as well.

**CESER:** Task Force Chair Liz was not able to attend the meeting but asked Clerk Gary to read a report that she had prepared. Highlights include recent grant applications submitted and upcoming events of a winter walk being held on Tuesday, February 3<sup>rd</sup> at 6pm and a Valentine's Day Snowshoe/ski/glide event to be held at Fox Field & Forest on February 14<sup>th</sup> at 6pm. Light refreshments will be served. Participants are encouraged to bring snowshoes, x-country skis, etc. and dress accordingly.

**Budget Informational Meeting:** Monday, February 23, 6pm. Community Room at the Town Office Building.

**John Kascenska:** Rep. John reported on budget work taking place at the State House. John sent links to the proposed 2026 budget for the State. Anyone interested in reviewing a copy should contact the Town Clerk to obtain the link. State budget runs from July 1<sup>st</sup> – June 30<sup>th</sup>. John reported that the various Committees working at the State House maintain their own websites with updates of legislative agenda items. Over 800 bills were introduced in the 2025 session.

Many of those bills don't reach the floor due to time constraints and support. The State issues revenue forecasts twice a year and the current forecast looks better than predicted. State has set aside \$75 million to assist in case the 12% anticipated property tax increase at the State level becomes actuality. Grant shared that funding is available through the State for grants and loans that we should look at to see if we can benefit in anyway. John reported that he wasn't appointed to the vacant Senate seat and residents expressed appreciation for John's service.

**Highway:** We're in good shape related to our salt supply. Road Crew Foreman Gregg reported that the culvert has been filled to the top on the Baptist Hill project. Austin's work continues. Currently considering opening one lane and Austin is having discussions with the State managers of the project. The Town will be requesting compensation from the fine that Austin is being charged due to the project taking longer than the designated timeline, as the increased cost in fuel and labor for the Highway Crew has been impactful.

**Clerk/Treasurer:** No updates

**Community Concerns:** Board Member Nate reported that the Groundhog saw his shadow so we can expect 6 more weeks of Winter. Librarian Deb reminded folks of the Four Chaplains Service at Fox Memorial Chapel this Saturday, February 7<sup>th</sup>. Top of the Common Chris noted the service will also be available on Zoom.

Nancy motioned to adjourn the meeting. Nate seconded the motion and it passed unanimously. The meeting ended at 7:42 pm.