



Board of Selectmen's Meeting

Conference Room at Rindge Town Offices

Date: Wednesday, May 20th, 2026

Time: 5:00 pm

MEETING MINUTES

Present: Chairman, Larry Cleveland, Vice Chair, Bob Hamilton, Selectboard Member, Tom Coney, Town Administrator, Max Vandervliet, Executive Secretary, Victoria Stenersen, and members of the public.

At 5:00 pm, Larry motioned to enter into a non-public session pursuant to RSA 91:A-3, II (b) hiring. Seconded by Tom, the motion passed by a roll call vote: Larry – aye, Bob – aye, Tom – aye. It passed 3-0.

At 6:05 pm, the meeting returned to public session. Larry opened the public session with the Pledge of Allegiance.

Bob motioned to seal the minutes of the non-public session until June 30th, 2026, as it could adversely affect the outcome. Seconded by Larry, it passed by a roll call vote: Larry – aye, Bob – aye, Tom – aye. It passed 3-0.

Selectmen's Announcements: Tom announced that the Road Agent conference is tomorrow and requested that the employees of the Highway Department be sent.

Larry asked Craig Clark to give an announcement for the Memorial Day Parade, which is on Monday starting at 2:00 pm. Parking is at the Rindge Memorial School. Craig Clark, Fitzgerald Road, announced that he is the Parade Marshall for the Memorial Day Parade. The Grand Marshall is Pat Martin, and he recognized her service. Mike Whitehead will help him set the parade order on Payson Hill. The Civil War Reenactors will not be present due to a commitment with Peterborough. The order of the parade and program was given, and there are no major deviations from the past. The Rindge Recreation Department will be serving hamburgers and hot dogs on the common starting at 12:00 pm. The tribute to World War II Veterans is at 1:30 pm by the Rindge Memorial School.

There was a brief discussion about the Selectmen walking. Larry expressed that the parade is not about the Selectmen, but the fallen heroes, and Memorial Day is a somber day to remember those who died for our freedom. Craig agreed with Larry and explained that they have broadened the ceremony to include the men and women who served in the military but have since passed away, as opposed to just those who passed away during war and combat situations.

Craig requested that they say a brief prayer for Bob Knight, who passed away. Craig gave a prayer of remembrance.

Payroll: Larry motioned to approve the payroll for 05.14.2026 & 05.21.2026. Seconded by Bob, it passed 2-0-0. Bob asked if all the questions on last week's payroll were answered. Max responded affirmatively.

Accounts Payable: Bob motioned to approve the accounts payable for 05.14.2026 & 05.21.2026. Seconded by Larry, it passed 2-0-0. Larry asked if the issues were resolved, though he cannot remember what they were. Max responded affirmatively.

Minutes: There were no minutes to approve.

Old Business:

Updates on AEDs with the Fire Chief: Max read a statement from the Fire Chief, Bob Faas, regarding the AEDs. In the Town Buildings, the Recreation Department has two that they maintain on its own; the Ingalls Memorial Library has one that

they maintain on its own; the Police Department has two; the Meetinghouse's is currently missing, and the Public Works/Highway Department does not have one. Chief Faas requested purchasing three AEDs for the Town, one for the Meetinghouse, and two for the Highway building. He recommended the Defib tech Model from Life Savers Inc., which costs \$1,064 per AED. This is the model that the town facilities currently have. He also proposed that the Fire Department take over responsibility for the inspection and maintenance of the AEDs.

Bob asked about the Meetinghouse AED. Craig Clark, Fitzgerald Road, responded that it was out of spec and timed out. He brought it to the Fire Department. Larry asked who currently has responsibility for the AEDs. Victoria responded that it was the responsibility of the fire prevention officer in the Fire Department. There was a discussion about purchasing replacement batteries. Larry asked what budget line it would come out of. Roberta Oeser, Main Street, responded that it typically comes out of the building fund, but there is no budget line for public safety, which was recommended to be added at one point.

Tom motioned to order the three AEDs that Bob Faas recommended for the two buildings. Seconded by Larry, it passed 3-0.

New Business:

Approval of Paving Bids (RSA 41:9): The Town received two bids; Keating costs less than All State by about \$2 per ton. Mike recommends to the Board that they approve the bid from Keating. This year, sections of Mountain Road, Fitzgerald Road, Old Cathedral Road, and Payson Hill Road will be paved. Tom expressed concern about how many roads they maintain per year. Last year, 2.8 miles of road were repaved for about \$392,000. This year, about 2.4 miles will be paved. He requested that they pave a portion of the roads with asphalt and recommended chip sealant for the rest, until the price of asphalt decreases. Rindge uses about 750 tons of asphalt per mile, which would cost \$103,000. Base chip sealing costs about \$47,000 per mile, and premium chip sealing costs about \$75,000. The cost for asphalt this year is 10% more than last year. Larry expressed concern about chip sealant and how long it lasts. He also stated that it is too late this year to try to implement it. Bob also expressed concern about chip sealant. It damaged his windshield when it was used on Cathedral Road. Tom added that a premium chip sealant would last 7 to 10 years and create a good base for asphalt. Bob stated that, based on his research, chip sealant is good for low-speed roads and areas like parking lots and driveways.

Bob motioned to accept the paving bid from PJ Keating at \$103.45 per ton. Seconded by Larry, it passed 2-0-1.

Special Events Permit Approvals (RSA 41:11): Larry motioned to approve the Special Events Permit for the Conant Middle High School Graduation Ceremony at the Franklin Pierce University Field House on Friday, June 12th, 2026, at 7:00 pm. Seconded by Bob, it passed 3-0.

The estimated attendance is approximately 800 attendees. The event is sponsored by the Jaffrey-Rindge School District. Departmental reviews have been completed with approvals from the Fire, Police, and Highway Department Heads. The event includes one police officer and cruiser for traffic control and security; Fire and EMS will have standby staffing. There are no road closures for this event.

Review of Short-Term Rental Licensing & Fee Program (RSA 31:39 & 31:95-b): Max provided an update. In 2014, a warrant article passed that established the Fire Revolving Fund. The purpose was to collect revenue and donations to help offset the Operating Budget lines of the Fire Department. Life safety inspection fees and fines went into the fund when it started, in addition to revenue from Detail work. This eventually stopped, but he cannot trace exactly when or why. There has been no consistent process over the last 12 years. Town Counsel confirmed that the funds generated from Life Safety Inspection fines/fees can be deposited into the Fire Revolving account. They will be doing this moving forward. Max expressed that it could and should be used to offset some of the operating expenses the Fire Department incurs. There was a discussion about the Fire Alarm Ordinance and issuing fees.

Max stated that he would discuss with Chief Faas how he would use the money. Larry read from the 2014 Warrant: "Such

funds may be expended only for the purpose for which the fund was created, namely, to pay fire personnel wages and benefits associated with details, costs of fire prevention materials and maintenance and replacement of fire equipment, vehicles, and apparatus.” Roberta Oeser explained that she wrote this warrant article, and the funds can only be spent on what is specified. She continued that the Police Revolving Fund works the same way. For years, a percentage of the vehicles and maintenance budgets were taken out of the revolving fund to lower the budget. Larry asked if the insurance company paid off the roof that collapsed. Max confirmed that it was.

Any Other Official Business:

Max stated that he spoke with Mike regarding the damaged fence from the car accident earlier in the year. The insurance policyholder of the vehicle in the accident that caused the damage submitted all three of the quotes to his insurance company and agreed to go with the lowest of the three. Mike was okay with all three of the quotes that came in. Mike is requesting approval to pay for a quote of \$4,429.72 from Griffin Property Management to repair the fence. The insurance company will reimburse the Town.

The board stated that the owner of the vehicle should be made aware that they will pay for the repairs, whether the insurance company does or does not. They will not be pulling from the general fund. They would like the project to be completed by the end of the summer.

Citizens’ Forum: Larry opened the forum at 6:48 pm and closed the forum at 7:03 pm.

Karla MacLeod, Old New Ipswich Road, stated that the Ward Trust Fund met and voted to give the town \$35,000 for the repair of the horse shed roof at the Meeting House. Max provided a letter to the trustees requesting the funds. Karla also requested a Meetinghouse Oversight Committee Meeting to discuss the plan. Bob agreed to meet as soon as possible and thanked the Ward Trust Fund and the Trustees.

Judy Unger-Clark, Fitzgerald Road, stated that Doug and Martha Gilroy recently passed. Doug worked for the fire department and was a science teacher at the middle school. Martha was also very active in the Jaffrey-Rindge community and a nurse. Regarding the roads, on Fitzgerald Road, she asked if it was possible to post no-through-traffic signs. There are 18-wheelers and delivery trucks that drive through because the GPS takes them down that road. Craig Clark, Fitzgerald Road, explained that during a snowstorm, an accident occurred where an 18-wheeler blew its drive shaft, and it cost them a fine of \$500 for driving on posted roads, not including the vehicle repairs.

Larry added to Judy’s first point that Doug was his science teacher in ninth grade. Roberta stated that Doug was also on the Planning Board. Larry asked what the process was for posting the roads. Craig responded that it would start with a Roadway Committee meeting. Victoria will email all the committee members. Max requested to join the meeting if possible.

Craig Clark, Fitzgerald Road, thanked the Rindge Chamber of Commerce for taking over running the Parade and has worked with Lynda Hunt and her staff for the past few months. He added that they may also want an AED at the Dump. The Trustees of the Trust Fund need to confirm with the state that the Ingalls Memorial Library Expendable Trust Fund and Electric Light Fund expend the income only. They need to determine the year the Ingalls Memorial Library ETF was established to justify it to the state. He does not understand why the state is requesting verification of the Electric Light Fund’s status because they previously expended from the fund. He needs to prove to the state that they are not income-only.

Roberta Oeser, Main Street, stated that the Electric Light Fund was established by an act of the state legislature in 1956, and the interest earned was used to offset the budget, which was about \$16,000 to \$18,000 per year. The legislature changed the rule on how they can access the funds. There is a file in the Town Administrator’s office on the fund. See Article 6 and 7 in the Abstract of the Business Transacted at the Annual Town Meeting on March 13, 1956, in the 1956 Annual Town Report, and Article 6 in the Abstract of the Business Transacted at the Annual Town Meeting on March 12,

1957, in the 1957 Annual Town Report. Finally, Craig Clark stated that he needs access to the Transfer Station on Monday afternoon. Bob stated that he should speak to Mike.

Debbie Qualey, Meadow View Road, asked about the request for a copy of the Anderson Will. Max responded that it was left with Shana before she went on vacation. He will touch base with her. She asked what the process is to request funds from that account to award scholarships. Craig responded that they need to give the Trustees a formal letter requesting the funds. The checks will be made out to each of the scholarship recipients. Larry thanked the Women's Club for their donation of flowers for all the Memorials and thanked Robert Terk for planting the flowers and watering them all summer.

Informational Items, Communications, and Updates:

At 7:03 pm, Tom motioned to go into non-public session under RSA 91-A:3 II (e) litigation. Larry seconded the motion. The motion passed by a roll call vote: Larry – aye, Bob – aye, Tom – aye. It passed 3-0.

The meeting returned to the public at 7:33 pm. Tom motioned to seal the minutes from the second session under RSA 91-A:3 II (e), indefinitely, as it may affect the outcome. Seconded by Larry, the motion passed by a roll call vote: Larry – aye, Bob – aye, Tom – aye. It passed 3-0.

Adjournment: The meeting adjourned at 7:34 p.m.

Respectfully submitted,

Victoria Stenersen

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Executive Secretary