

MINUTES OF THE JUNE 23, 2026 SELECT BOARD SPECIAL MEETING

MEMBERS PRESENT: Board Members Chair Allison Knab, Vice Chair Joe Anderson, Tedd Tramaloni

ALSO PRESENT: Town Administrator Tim Roache, DPW Director Trevor Batchelder, Facilities Supervisor Patrick St. Onge, Chair Heritage Commission Nate Merrill

At 9:03am Ms. Knab opened the meeting. Mr. Roache outlined the purpose of today's meeting: to determine how best to use current funds to stay within budget while stabilizing the Lane properties. He emphasized two goals — capturing rental income and ensuring functional use of the Lane House. He noted that Mr. Bedard is progressing with exterior work within budget.

Mr. Roache reviewed steps needed to winterize the Lane House, including restoring heat and water, trenching for a relocated water line, interior plumbing, and converting the heating system to propane. He stressed that winterization must precede major exterior improvements. Work at the Tannery includes replacing the heating system with mini-splits, electrical upgrades, and removing old tanks from the crawl space. Mr. St. Onge described needed kitchen and insulation work, including insulating the basement.

Mr. Roache will have the town attorney review the expiring Cobble House lease. The oil tank cannot be refilled and must be replaced, making propane conversion timely. They also discussed bat mitigation costs and the need for electrical inspection by the new Building Inspector. Septic systems remain a major issue. Mr. Blood recommended one leach field with separate tanks for each building. Due to easements, the Preservation Alliance must review tank placement. Estimated cost is \$64,000.

They reaffirmed that rental income is intended to support property maintenance. Current rents include \$4,000/month from Collector's Eye and \$2,400 from Cobble House, with an estimated \$2,000 expected from the Tannery once rentable. They briefly discussed long-term planning, including maintaining access to the fire pond.

The group considered whether the Tannery should remain one apartment or be divided into two; water and heating will be configured to allow either option. The Preservation Alliance would need to approve any structural changes. They agreed on four heating zones.

They discussed propane conversion and funding challenges. Repairs exceed available funds, so some work may need to be staggered. Mr. Merrill reported that the Heritage Commission voted to allocate \$50,000 from the Heritage Preservation Capital Reserve Fund to support initial repairs before winter, which the Board appreciated.

Ms. Knab requested estimates for both one- and two-apartment configurations.

Mr. Roache noted he will be unavailable for the July 6 meeting, which will include public hearings on e-bikes and multiple-dog walking.

Mr. Batchelder reported a culvert issue on Union Road that caused sinkholes, and they discussed necessary repairs.

At 10:10am Ms. Knab motioned to adjourn. Mr. Tramaloni seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary