# Office of Board of Selectmen

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**Selectmen's Meeting Minutes**
**Wednesday, July 1, 2026 10:00 am**
**Belmont Mill, Tioga Meeting Room**

Present were Chairman Ruth P. Mooney, Selectman Travis O'Hara, Selectman Jon Pike (6:16 pm) Selectman Sharon Ciampi, Selectman Mark Lewandoski, TA Alicia Jipson, Executive Assistant/Assessing Administrator Colleen Akerman, Finance Director Steve Forster, Police Captain Evan Boulanger, DPW Director Brian Jackes, and Library Director Tricia Sturm. Also present was Budget Committee Member Ron Mitchell. Via Zoom: Budget Committee Member Susan Roache.

The Chairman opened the meeting at 10:00 am and those present stood for the Pledge of Allegiance.

**Review & Approve Minutes:**

**Minutes of Meeting 06/17/2026:**

*Selectman Mark Lewandoski moved to approve the minutes of the meeting held 06/17/2026; seconded by Selectman Jon Pike. Motion passed unanimously (5-0).*

**New Business:**

**Lakes Region Public Access (LRPA) Contract Renewal 2026-2027:**

Every year the Town renews this contract that includes broadcasting our meetings on LRPA and hosting on their website. It is paid for with cable franchise fees from Breezeline but it could go away in the future. People can now go to our YouTube channel to watch live or view past meetings. LRPA could not give numbers on how many users watch our broadcasts. User subscriptions have been reduced, and we could disengage if the LRPA fee is more than we receive in franchise fees. The contract fee is based on our population and equalization ratios. We can review this again during budget season.

*Selectman Travis O'Hara moved to authorize the Chairman to sign the Municipal Public Access Agreement with Lakes Region Public Access (LRPA) for a 1-year term in the amount of $11,260.98 with funds to be offset by cable franchise fees; seconded by Selectman Sharon Ciampi. Motion passed unanimously (5-0).*

**Heritage Commission Alternate Member Appointment:**

The Heritage Commission recommended Susan Roache as an alternate to the Heritage Commission.

*Selectman Ciampi moved to appoint Susan Roache as an Alternate Member of the Heritage Commission as recommended by the Heritage Commission, with a term to expire 03/31/2026; seconded by Selectman Lewandoski. Motion passed unanimously (5-0).*

**2025 Tax Abatements Update from Assessing:**

Assessing Admin Colleen Akerman updated the Board on 2025 abatements. There were 9 taxpayers who submitted 11 applications, whereas the previous year we had 41 applications. Of the 11, 1 was automatically granted due to a prior year BTLA order, 6 were denied, and 4 were denied but included adjustments due to physical conditions. A total of $2,558.09 in refunds were issued for 5 properties for tax year 2025. The prior year there were 29 refunds that totaled over $52,000.

**Other New Business:**

**Tax Deed Waivers:**

TC/TC Jennifer Cashman presented tax deed waivers for properties currently participating in payment arrangements and that are current in their arrangements. There are still outstanding balances, but they are committed to resolving the delinquencies. There are 10 deed waivers which will allow the owners to continue working through their payment arrangements without the risk of losing their property. We want to support their efforts if they remain current, but we can start the default process anytime if necessary.

There will be 25 other properties to discuss as we work on tax deed notices.

*Selectman Lewandoski moved to approve the tax deed waivers as presented by TC/TC Cashman; seconded by Selectman Ciampi. Motion passed unanimously (5-0).*

**NTCA/NHCTCA Certificate Program Scholarships:**

TC/TC Cashman received a scholarship and attended a weeklong professional development course. The TC/TC Assistants are in their second year of a four-year certification program from the NH Town Clerk/Tax Collector's Association and they both received scholarships for the second time.

**New Library Director Introduction – Tricia Sturm:**

New Library Director Tricia Sturm introduced herself to the Board. The Library Trustees promoted her from a part-time position.

**Joint BOS & Budget Committee Meeting for July:**

Budget Committee Chair Tracey LeClair reached out to ask the Board to schedule a mid-year joint meeting before budget season. Generally, TA Jipson sends budget worksheets to department heads in August, reviews them in September, the Board reviews them in October and the Budget Committee gets them in November.

The Board discussed and proposed a joint meeting on Thursday July 23rd.

**Sargent Park Bathrooms:**

The bathrooms at Sargent Park will now be open on weekdays from 8 am to 4 pm. There is no staff on weekends. They will be kept open until there is an issue.

**Budget Season Schedule:**

The Board discussed their October budget meeting schedule and proposed 9 am meetings on October 6th and 20th and 4 pm meetings on October 13th and 27th.

**Old Home Day:**

The Board will consider if they want to participate in the parade and review at the next meeting.

**Old Business:**

**Townwide Notification Software Update:**

Executive Assistant Colleen Akerman requested input from the Board on the level of notification software they would want to pursue. There are different options that include notifications by downloading an app, texting, email, etc. Some of those have a specific cost for each text message, and others include additional quick buttons for easy access to the calendar, payments, permits, or who to call for questions, etc. Pricing runs between $4,000 and $10,000 for each system.

Chairman Mooney expressed concerns about the budgeting. TA Jipson noted that we have some funds for general expenses and information technology, we can work on incorporating this into future budget needs and we can look at breaking up the payments. It would be a great solution for all of the complaints that we don't notice people about town activities. Some examples would be notices about water breaks, road closures/detours, hydrant flushing, elections, or advertising for any events. One mailer to all residents would cost more than the annual cost of some of these systems. Selectman O'Hara thinks the cost would be worth it. Users can subscribe to specific types of messages they would like to be notified about.

The Board recommended returning with two or three choices and some quick demos to show the features.

**Other Old Business:**

**Mill Building/Bank Building:**

Chairman Mooney suggested that we start the process to get Town Hall moved into the Mill, starting with the Land Use Department on the 3rd floor. It seems that it would be the least expensive department to move as there is little that needs to be done to the 3rd floor besides the HVAC, networking/computer systems, moving a few walls and some fixes for floors and ceiling panels. The department has outgrown their space at Town Hall. Residents and staff may need to move between the Town Hall and the Mill building for different functions.

The Board also discussed the future of the bank building, which is not temperature controlled, may have some leaks and the retaining wall needs to be monitored. It would require a lot of alterations to be used.

The Board requested TA Jipson get additional information on the work needed and the pricing for modifications to the 3rd floor of the Mill in preparation for Land Use to move from Town Hall.

**Public Comment:**

Ron Mitchell voiced concerns about safety on roads such as Union Road because they are not striped. This led to a discussion about the legality of single stripes and enforcement. DPW Director Brian Jackes offered to get pricing on striping the busier roads, but it is not currently budgeted. 30 MPH roads are not required to be striped, and it is a big expense.

Ron Mitchell would like to retire as Chairman of the "Trail" [Belknap Recreational Trail Team (BRATT)]. He would like to see someone younger take the position and keep things maintained.

**BOS Future Agenda Items:**

Selectman Lewandoski requested an update on the status of townwide operating budgets to review for the first half of the year and see how expenditures are on track for the second half of the year. Are there any other unanticipated expenses before year-end?

Selectman Lewandoski also requested an update on the status of the school operating budget. This is a contract year. There was discussion about inviting the School Board and/or Superintendent and Business Administrator for a discussion so that we know where we are at. Selectman Pike commented that Budget Chair LeClair may have some of that information as she sits on the school's advisory Budget Committee.

**Board & Committee Reports:** None

**Route 140 Property:**

Selectman Pike asked about the mess on the property on Route 140 coming into Belmont. Code Enforcement is working with the owner, and he has gradually been cleaning up.

**Gale School Ribbon Cutting:**

Selectman Ciampi reported that she attended the ceremony and open house and spoke with Carmen Lorentz from Lakes Region Community Developers. She had high praise for all of our Town employees and was happy to work with everyone.

**Next Meeting:** July 15, 2026 @ 6:00 pm

**Non-Public Session:** None

**Adjournment:**

*Selectman O'Hara moved to adjourn the meeting at 11:18 am; seconded by Selectman Lewandoski. Motion passed unanimously (5-0).*

Respectfully Submitted By:

Colleen Akerman, Executive Assistant

Approved by the Board 07/15/2026:

Ruth P. Mooney, Chairman

Travis O'Hara, Vice Chairman

Jon Pike, Selectman

Sharon Ciampi, Selectman

Mark Lewandoski, Selectman