

ANDOVER SELECT BOARD
MEETING MINUTES
March 11, 2026

Members Present: Dana Swenson; Jim Delaney; Charlie Stewart; Les Fenton and Mark Cowdrey

Also present for duration of appropriate item: Don Sieburg, Town Administrator; Karen Brule; Cristy Reny-Perkins; Dale Perkins; Elita Reed; Donna Crisp Duclos; Karen Healey; Roland Carter; and Lisa Meier, Secretary

Swenson opened the meeting at 6:00 p.m. with roll call and welcomed Mark Cowdrey and the board's newest member. The agenda was reviewed.

New Business

Election of Select Board Officers

Chair - Fenton nominated Swenson as Chair; Delaney seconded the nomination and the nomination was approved unanimously.

Vice-Chair – Delaney nominated Stewart; Cowdrey seconded the nomination.

Fenton nominated himself; Cowdrey seconded the nomination. Fenton won with a vote of 3 – 2.

Select Board Ex-Officio Appointments

Stewart nominated Cowdrey as Ex-Officio to the Budget Committee; Fenton seconded the nomination and the nomination was approved unanimously.

Cowdrey nominated Fenton as Ex-Officio to the Planning Board; Delaney seconded the nomination and the nomination was approved unanimously.

Stewart nominated Delaney as Ex-Officio to the Proctor Liaison Committee;

Fenton seconded the nomination and the nomination was approved unanimously.

TA Sieburg stated that the board should engage with other committees such as the Capital Improvement Program (CIP).

Lakes Region Planning Commission appointment – The board considered the appointment of Jessica Rand, Land Use Coordinator, to the Lakes Region Planning Commission to fill an open term which expires in January 2027. Following a brief

discussion, the board approved the appointment based on the Planning Board's recommendation.

NHMA Local Officials Workshop – Knowing the Territory

This workshop will be held April 22, 2026 with registration at 9:00 a.m. Swenson, Delaney, Fenton and Cowdrey will attend in person. Duclos will also be attending in person.

Select Board Meeting Schedule

Select Board meeting schedule for 2026 will remain on the first and third Thursdays of each month at 6:00 p.m. in the Town Hall meeting room.

Board, Committee, and Commission appointments

Vacancies and expired terms on several boards and committees were reviewed including the Planning Board and Zoning Board of Adjustment. Carter asked if are board members with expired terms, can there be any meetings held. The response was no meetings cannot be held. Delaney asked about the "defacto rule" and there was no response. It was decided to table any board and committee assignments until the Town Administrator compiles a list of vacancies and expired terms, notify the public of vacancies on the boards and committees, take applications and review the applications at the first April meeting.

Procurement and Equipment Discussion

The board reviewed a proposed purchase of a road patching machine and discussed the importance of obtaining multiple quotes per the Town's Procurement Policy. This will be revisited after additional information and price comparisons have been obtained.

All Boards Meeting

The board discussed hosting another all--boards meeting to share updates, vacancies and coordinate upcoming projects. The meeting will be held on Saturday, April 11, 2026 from 9:00 – 10:30 a.m. Swenson will develop an agenda for the meeting.

Select Board Goals and Work Sessions

Board goals were discussed and members were asked to provide potential priorities and projects to the Town Administrator who will create a compiled list to be discussed at a future meeting. Some items discussed were infrastructure projects, policy development, website improvements, department reporting and improved communications with Town boards and committees. Possible quarterly work sessions were discussed.

Letter to NH Governor

Per vote at Town Meeting, the board signed a letter to NH Governor Kelly Ayotte and the NH General Court to satisfy the request of the legislative body expressed in Article 20.

General Discussion

Financial reporting, procurement practices and oversight of departmental budgets were discussed by the board emphasizing the importance of improved reporting and accountability while recognizing operational challenges faced by town departments.

Signatures – the following were signed by the board

- A. Tom Coway Tree Service deposit on the Lawrence Street bridge project in the amount of \$11,500.
- B. Equipment quote for Ray-Tech Infrared
- C. Employee COLA Forms

Respectfully Submitted,

Lisa Meier

Recording Secretary