

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
2. Acceptance/Correction Of Minutes
3. Announcements
 - 3.I. Town & School Candidate Filing Period

Documents:

[ANNOUNCEMENT - CANDIDATE FILING PERIOD - 01.27.26.PDF](#)

4. Public Comment
For Goffstown residents at the beginning of each regular meeting

Documents:

[2.8 PUBLIC PARTICIPATION IN THE BOARD MEETINGS - EXCERPT FROM PROCEDURES OF THE GOFFSTOWN SELECT BOARD REV 01.02.2019.PDF](#)

5. Fire Chief
 - 5.I. Hazard Mitigation Program Grant – High School Generator

Fire Chief will request the Select Board's support to submit a Hazard Mitigation Program Grant (HMGOP) to obtain a generator for Goffstown High School so that it may serve as the town's emergency shelter.

Documents:

[GFD SB REQUEST FOR SUPPORT OF GHS GENERATOR GRANT PROJECT.PDF](#)

- 5.II. Town Fire Master Box System

Fire Chief will bring information and request the Board's decision on the future of the Town's Fire Master Box System.

Documents:

[GFD SB REQUEST - DECOMMISSION MASTERBOX PROGRAM 2026 01 12 - FINAL.PDF](#)

6. Town Administrator's Report
 - 6.I. DPW – Household Hazardous Waste & Used Oil Grant

Annually the Town applies for and receives a NHDES Household Hazardous Waste & Used Oil Grant.

Documents:

[DPW COVER MEMO - HOUSEHOLD WASTE OIL GRANT - 01.27.26.PDF](#)
[DPW HAZARDOUS WASTE AUTHORIZATION -TEMPLATE CERTIFICATE OF](#)

[AUTHORITY.PDF](#)

6.I.i. Police Dept – Department Of Justice Equitable Sharing Agreement And Certification

The annual report of Federal Equitable Sharing Agreement funds has been prepared and requires Chairman signature.

Documents:

[TA REPORT - PD ANNUAL CERTIFICATE EQUITEABLE SHARING AGREEMENT AND CERTIFICATION - 01.27.2026.PDF](#)
[TOG - DOJ - EQUITABLE SHARING AGREEMENT 12.31.2025.PDF](#)

6.I.ii. Proposed Changes To Parks & Recreation Fees

The Director of Parks & Recreation and the Parks & Recreation Commission have made recommendations for fee changes for Parks & Recreation programs.

Documents:

[PARKS N REC - PROPOSED FEE CHANGES - 01.27.2026.PDF](#)

7. Select Board Discussion

7.I. New Business

7.II. Old Business

7.III. Action Matrix

Week-to-Week tracking matrix for Select Board; tracking action items, grants, and town vehicles out of service.

Documents:

[2025 ACTION MATRIX WORKBOOK - 01.27.2026.PDF](#)

8. Public Comment

For Goffstown residents at the end of each regular meeting

Documents:

[2.8 PUBLIC PARTICIPATION IN THE BOARD MEETINGS - EXCERPT FROM PROCEDURES OF THE GOFFSTOWN SELECT BOARD REV 01.02.2019.PDF](#)

9. Non-Public Session RSA 91-A:3,II

Documents:

[RSA 91-A.3 NON-PUBLIC SESSIONS.PDF](#)

ANNOUNCEMENT - Town & School Candidate Filing Period

MEETING DATE: 01/20/2026 & 1/27/26

REQUESTED BY: TOWN ADMINISTRATOR

A reminder to residents interested in running to serve as an elected Town or School District official, the Candidacy filing period is currently open.

Candidacy filings received at the Town Clerk's Office during regular Town Hall business hours (Monday - Friday, 8:00 a.m. - 4:00 p.m.) will be marked as of the date received. All candidacy filings delivered after regular business hours electronically, by mail/courier, or drop box will be receipt dated as of the next regular business day when physically received by the Town Clerk's Office.

Candidates filing on the last day, Friday, January 30, 2026, must appear in person, per RSA 669:13. The Town Clerk's Office will remain open from 4:00 p.m. to 5:00 p.m., only on the last filing day, to accept Declarations of Candidacy Forms.

For More information use the Elections Tab on the Town Website.



Town of Goffstown

TOWN OFFICES

16 MAIN STREET • GOFFSTOWN, NH 03045

2.8 Public Participation in the Board Meetings

2.8.1 Each person desiring to speak during public comment shall state his/her name, street and if not a Goffstown resident, his/her town and shall fill out the roster provided by the Town Administrator.

2.8.2 The Presiding Officer shall schedule appropriate public comment time for Goffstown residents at the beginning and end of each regular meeting. The Presiding Officer, at his/her discretion, may allow other speakers for a germane topic. Public comment speakers are limited to three minutes each.

2.8.3 Agenda appointments with the Board may be made for a regular meeting through the Town Administrator, for Town-related business. The Presiding Officer has the discretion to schedule a different date and time.

2.8.4 Unless a concern expressed at the public comment period or an agenda appointment is an urgent matter, the Board may take up the concern at the next regular meeting under Old Business.

2.8.5 Special Board meetings shall not have public comment nor agenda appointments unless the appointment is the purpose of the special meeting.

**Excerpt from the
Procedures of the Goffstown Select Board
and
Committees appointed by the Select Board**

Available:	https://www.goffstownnh.gov/DocumentCenter/View/1447/2019-Select-Board-Procedures-rev-1_2_19
Adopted:	6/30/08
Revised:	3/23/09; 4/4/11; 6/20/11; 4/30/12; 5/21/12; 4/1/13; 3/24/14; 4/13/15; 6/29/15; 2/1/16; 4/23/18; 1/2/19



Goffstown Fire Department

18 Church Street
Goffstown, New Hampshire 03045
Emergency ~ 9-1-1
Business ~ 603-497-3619
www.goffstown.com



January 23rd, 2026

To: Select Board

From: Ben Selleck, Fire Chief

Re: HMGP GHS Generator Project Support

Overview

According to recent research, it appears the town has been trying to obtain a generator for the high school over the last ten years. If we can get a generator installed at the high school, it would serve as the town's emergency shelter.

Installation of a generator at the high school is a very complex project due to the multiple changes the building has gone through. The grant project includes installation of one (1) 350 kW diesel engine-driven standby generator, associated connection equipment, re-wiring, electrical infrastructure upgrades as needed, and testing.

Project Cost

\$572,871.00 – Total project and application request

\$429,653.70 – 75% Federal grant share

\$143,217.90 – 25% Local Match coming from SAU 19 pre-approved funds.

Objective

Utilize a Hazard Mitigation Program Grant to obtain a generator for GHS so that it may serve as the town's emergency shelter. All matching funds would come from SAU19.

Request

Request permission for the Fire Chief to submit the HMGP generator project grant application on behalf of GHS/SAU19 and provide proof of Select Board project support as required per grant guidelines.

Respectfully,

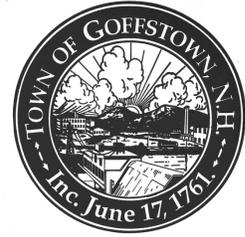
Benjamin Selleck

Benjamin Selleck, Fire Chief
Goffstown Fire Department



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January 20th, 2026

To: Select Board
From: Ben Selleck, Fire Chief

Re: Request direction related to the Town’s Master Box System

Objective

To reduce costs, liability, and reliance on a failing fire alarm notification infrastructure.

Overview

When a building’s internal fire alarm system is activated it sends a signal to the master box on their building. The master box then sends a unique telegraph code signal through town owned and maintained utility lines to Goffstown dispatch. Those codes are then interpreted by a machine that displays the location of the alarm. Dispatchers then send the fire department to investigate. We have three circuits in town:

1 – Village (10.4miles)	2 – Pinardville (5.6miles)	3 – Grasmere (3.2miles)
42 Mountain Road (Odd Fellows Hall)	329 Mast Rd (Hillsborough County complex)	41 Lauren Lane (MVMS)
208 South Mast (RDF Corp. / Villa bldg.)	480 Mast Rd (Timberwood Condos)	404 Elm St (Public Works compactor)
89 South Mast (Glen Lake Medical ctr.)	538 Mast Rd (Goffstown Square)	Center St. (Grasmere Town Hall)
18 Church (Station 1)	553 Mast Rd (Goffstown Plaza)	
2 High Street (Public Library)	553 Mast Rd (Trampoline Park)	
12 Pleasant St. (mixed-use bldg.)	15 Springfield Ln	
16 Main St. (Town Hall)	27 Springfield Ln (PTI Corp)	
10 Main St. (Congregational Church)	605 Mast Rd. (Hannaford’s)	
55 Mast Road (Greg Falls Hydroelectric)	656 Mast Rd. (Station 2)	
12 Reed St. (Meetinghouse)	679 Mast Rd. (Center Pinard Plaza)	
231 Mast Road (Creative Kids Academy)	689 Mast Rd. (Bartlett Elementary)	
16 Maple Ave (Maple Ave Elementary)	27 College Rd (Roy-Madden Apts.)	
27 Maple Ave (Apartment building)	558 Mast Rd (Clear Choice MD/ CMC)	
27 Wallace Road (High School)	28 Daniel Plummer (Webster Place)	
251 Elm St. (Glen Lake School)	Lamy Drive (Cote Bldgs.)#1	
	Lamy Drive (Cote Bldgs.)#2	



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Problem

Goffstown Fire Department installed its original master box system in 1908. Records indicate most system components have not been replaced since the 1940s and our department supplied preventative maintenance stopped around 2011. The master box infrastructure is aging, available funding has prohibited preventative maintenance and strategic replacement. Outage data is not available before 2025. In 2025, one (1) or more circuits were out of service for a total of 36 days. Most outages in 2025 were due to rain events and the second most cause was due to commercial vehicles catching low hanging wires. These wires hang low due to degradation of outer layers and rusting of tacks used to secure them to utility poles.

Goffstown Fire Department does not have the ability to repair or maintain this system and relies on a utility company to do all our repairs and maintenance. Most fire departments removed master box systems from service in the 1980s and 90s. As less departments use the system, less companies work on the systems. Our system components require refurbished parts or us to change to style. Our repair company comes out of Massachusetts and cannot provide same day or weekend response. We also must pay for two (2) hours of driving time every day they come.

Call out and repair costs are increasing as is the frequency in which we need them. The alarm repair and maintenance line has been overspent for multiple years in a row.

2026 Budget

Goffstown Fire Department has two lines that cover fire alarms:

22010000-53465-Alarm Monitoring - \$360 a year to monitor Station 3.

22010000-25435-Alarm Repair & Maintenance - \$15,100 in 2026 due to increased service call out costs (\$12,100 Default Budget).

Replace/Remove Estimates

Circuit	1	2	3	Total
Replace*	\$49,564	\$30,307	\$20,678	\$100,549
Remove	\$23,520	\$15,680	\$7,840	\$47,040

**Does not include component cost*

Options

- 1) Continue current practice
 - a. Repair the system as problems arise based on available budget
 - b. Notify covered entities that their system is down when we know about it
 - c. Recommend they switch to a third-party monitoring system
- 2) Institute a user fee to:
 - a. Cover annual costs
 - b. Fund a replacement plan
- 3) Replace the system
- 4) Decommission the system



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Recommendation

We have carefully considered the four (4) options detailed above; the cost of repair and replacement is significant; it is becoming common for third party monitoring services in place of these master fire box systems; and the master box system only benefits those properties connected to the system, but is paid for by all taxpayers. We are recommending the Select Board decommission the system over the next two (2) years.

In 2025, the connection to Station 3 was disconnected because utility poles on the Tirrell Hill were being replaced and we couldn't afford to move the line over to the new poles. The last two (2) private buildings serviced by Circuit 3 transitioned to a third-party monitoring company due to the number of system failures. We would like to decommission Circuit 3 as soon as possible due to its current condition.

Decommissioning Circuit 1 and Circuit 2 will have larger impacts on our community. We need time to communicate the plan to those served by the town's master box system and dedicate funds to cover the proposed removal.

Once all three (3) circuits have been removed, budget line 22010000-25435-Alarm Repair & Maintenance would be zeroed out for all future years.

Respectfully,

Benjamin Selleck

Benjamin Selleck, Deputy Fire Chief
Goffstown Fire Department



Town of Goffstown
DEPARTMENT OF PUBLIC WORKS

Memo

To: Derek Horne & Goffstown Select Board

Date: January 21, 2026

From: Cara Gustafson - DPW

Good morning,

Attached is a new copy of a Certificate of Authorization for Goffstown which I am submitting for the Select Boards vote on Monday, January 26, 2026. This form authorizes Adam Jacobs to sign and apply for the Household Hazardous Waste & Used Oil Grants through NHDES. Once this is approved by the Select Board, Robyn Perry, Interim Town Clerk will need to sign it for the Household Hazardous Waste Grant to be submitted prior to February 1, 2026.

Thank you very much.

Town Administrator's Recommended Motion:

Motion to apply for and accept Household Hazardous Waste and Used Oil Collection grant funds and to enter into grant contracts with the NH Department of Environmental Services; and to further authorizes Adam Jacobs, DPW Director, to execute any documents which may be necessary for these grant applications and contracts.

Certificate of Authorization for Goffstown

I, Robyn Perry, Interim Town Clerk for the Town of Goffstown, New Hampshire, am responsible for keeping Goffstown records. I do hereby certify that:

1. At the regular Select Board meeting held on January 27, 2026, the Select Board voted to apply for and accept Household Hazardous Waste and Used Oil Collection grant funds and to enter into grant contracts with the NH Department of Environmental Services. The Select Board further authorizes Adam Jacobs to execute any documents which may be necessary for these grant applications and contracts.
2. This authorization has not been revoked, annulled or amended in any manner whatsoever, and remains in full force and effect as of the date hereof.
3. The following person has been appointed to and now remains in the office indicated in 1 above: Adam Jacobs, Public Works Director.

IN WITNESS THEREOF, I have hereunto set my hand as the town clerk of Goffstown, New Hampshire, on the _____ day of _____, 2026.

Interim Town Clerk (SEAL)

State of New Hampshire
County of Hillsborough

On this the _____ day of _____, 2026, before me, _____
(Notary Public)

Personally appeared _____ who acknowledged herself to be the town clerk of Goffstown, NH, being authorized so to do, executed the foregoing instrument for the purpose therein contained.

IN WITNESS THEREOF, I hereunto set my hand and seal.

(Notary Public) (SEAL)

Certificate of Authority by Vote

I, Robyn Perry, **hereby certify** that I am the duly appointed Interim Clerk of the Town of Goffstown. I hereby certify the following is a true copy of a vote taken at a meeting of the Goffstown Select Board, duly called and held on January 27, 2026, at which a quorum of the Select Board was present and voting.

VOTED: That Adam Jacobs, DPW Director (may list more than one person)
(Name and Title)

is duly authorized to enter into a grant agreement for Used Oil Collection and Household Hazardous Waste Collection projects on behalf of the Town of Goffstown with the State of New Hampshire and any of its agencies or departments and further is authorized to execute any documents which may in his/her judgement be desirable or necessary to affect the purpose of this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the application to which this certificate is attached. This authority remains valid for ninety (90) days from the date of this Certificate of Authority. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person(s) listed above currently occupies the position(s) indicated and that they have full authority to bind the municipality. To the extent that there are any limits on the authority of any listed individual to bind the municipality in contracts with the State of New Hampshire, all such limitations are expressly stated herein.

DATED: _____ **ATTEST:** _____
Robyn Perry, Interim Town Clerk

TOWN ADMINISTRATOR'S REPORT
Police Dept – Department of Justice
Equitable Sharing Agreement and Certification

MEETING DATE: 01/27/2026

REQUESTED BY: POLICE CHIEF

ISSUE:

The annual report of Federal Equitable Sharing Agreement funds has been prepared and requires Chairman signature.

BACKGROUND INFORMATION:

The Goffstown Police Department participates in law enforcement efforts that result in federal forfeiture of assets. As a partner in these efforts, the Town receives a share of the federal forfeiture proceeds through equitable sharing.

Participating agencies may use equitably shared funds only for law enforcement purposes that directly supplement the agency's appropriated resources. Local law enforcement agencies will not receive equitable sharing if the governing body or local law, regulation, or policy requires or directs (1) specific expenditures of shared funds, (2) the transfer of federal equitable sharing funds to non-participating law enforcement agencies, or (3) expenditures for non-law enforcement purposes.

FINANCIAL IMPACT:

The equitable sharing fund balance was \$30,896.99 on 12/31/25, with no funds spent in 2025.

RECOMMENDATION:

Motion to approve the annual equitable sharing agreement between the Goffstown Police Department and the Department of Justice, and to authorize the Chair to sign the agreement.

ADDITIONAL INFORMATION:

- US Department of Justice and US Department of the Treasury
Guide to Equitable Sharing for State, Local, and Tribal Law Enforcement Agencies
March 2024
available online at: <https://www.justice.gov/criminal/media/1044326/dl?inline>



Equitable Sharing Agreement and Certification



NCIC/ORI/Tracking Number: NH0061600
Agency Name: Goffstown Police Department
Mailing Address: 326 Mast Rd
 Goffstown, NH 03045

Type: Police Department

Agency Finance Contact

Name: Sereno, Eric
Phone: 603-497-4858
Email: eric.sereno@goffstownnh.gov

Jurisdiction Finance Contact

Name: Zachary Hofland (Finance Director)
Phone: 603-497-8990 x102
Email: Zachary.Hofland@GoffstownNH.gov

ESAC Preparer

Name: Sereno, Eric
Phone: 603-497-4858
Email: eric.sereno@goffstownnh.gov

FY End Date: 12/31/2025

Agency FY 2026 Budget: \$6,178,659.00

Annual Certification Report

	Justice Funds ¹	Treasury Funds ²
1 Beginning Equitable Sharing Fund Balance	\$6,554.96	\$0.00
2 Equitable Sharing Funds Received	\$30,896.99	\$0.00
3 Other Income	\$0.00	\$0.00
4 Interest Income	\$0.00	\$0.00
5 Total Equitable Sharing Funds Received (total of lines 2-4)	\$30,896.99	\$0.00
6 Equitable Sharing Funds Spent (total of lines a - n)	\$0.00	\$0.00
7 Ending Equitable Sharing Funds Balance (difference between line 6 and the sum of lines 1 and 5)	\$37,451.95	\$0.00

¹Department of Justice Asset Forfeiture Program Investigative Agency participants are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA

²Department of the Treasury Asset Forfeiture Program participants are: IRS-CI, ICE, CBP and USSS.

	Justice Funds	Treasury Funds
a Law Enforcement Administrative Costs	\$0.00	\$0.00
b Training and Education	\$0.00	\$0.00
c Law Enforcement, Public Safety, and Detention Facilities	\$0.00	\$0.00
d Law Enforcement Equipment	\$0.00	\$0.00
e Joint Law Enforcement and Public Safety Operations	\$0.00	\$0.00
f Contracts for Services	\$0.00	\$0.00
g Law Enforcement Travel and Per Diem	\$0.00	\$0.00
h Law Enforcement Awards and Memorials	\$0.00	\$0.00
i Drug, Gang, and Other Prevention or Awareness Programs	\$0.00	\$0.00
j Overtime	\$0.00	\$0.00
k Law Enforcement Initiatives that Further Investigations	\$0.00	\$0.00
l Salaries	\$0.00	\$0.00
m Non-Categorized Expenditures	\$0.00	\$0.00
Total	\$0.00	\$0.00

Other Income

Other Income Type	Justice Funds	Treasury Funds

Salaries

Salary Type	Justice Funds	Treasury Funds

Non-Categorized Expenditures

Description	Justice Funds	Treasury Funds

Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Money Laundering and Asset Recovery Section at 1400 New York Avenue, N.W., Washington, DC 20005.

Privacy Act Notice

The Department of Justice is collecting this information for the purpose of reviewing your equitable sharing expenditures. Providing this information is voluntary; however, the information is necessary for your agency to maintain Program compliance. Information collected is covered by Department of Justice System of Records Notice, 71 Fed. Reg. 29170 (May 19, 2006), JMD-022 Department of Justice Consolidated Asset Tracking System (CATS). This information may be disclosed to contractors when necessary to accomplish an agency function, to law enforcement when there is a violation or potential violation of law, or in accordance with other published routine uses. For a complete list of routine uses, see the System of Records Notice as amended by subsequent publications.

Single Audit Information**Independent Auditor****Name:****Company:** Plodzick & Sanderson P.A**Phone:** 603-225-6996**Email:** plodziksanderson@plodzik.com

Were equitable sharing expenditures included on the Schedule of Expenditures of Federal Awards (SEFA) for the jurisdiction's Single Audit for the prior fiscal year? If the jurisdiction did not meet the threshold to have a Single Audit performed, select Threshold Not Met.

YES NO THRESHOLD NOT MET

Prior Year Single Audit Number Assigned by Federal Audit Clearinghouse:

Affidavit

Under penalty of perjury, the undersigned officials certify that they have read and understand their obligations under the *Guide to Equitable Sharing for State, Local, and Tribal Law Enforcement Agencies (Guide)* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations. The undersigned officials certify that the information submitted on the Equitable Sharing Agreement and Certification form (ESAC) is an accurate accounting of funds received and spent by the Agency.

The undersigned certify that the Agency is in compliance with the applicable nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations. Further, agencies are required to collect race and ethnicity data as required by 28 C.F.R. 42.106(b) and 31 C.F.R. 22.6(b).

Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the Agency, and (3) the Agency's governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited funds, property, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By submitting this form, the Agency agrees that it will be bound by the *Guide* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations. Submission of the ESAC is a prerequisite to receiving any funds or property through the Equitable Sharing Program.

1. Submission. The ESAC must be signed and electronically submitted within two months of the end of the Agency's fiscal year. Electronic submission constitutes submission to the Department of Justice and the Department of the Treasury.

2. Signatories. The ESAC must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body head is the head of the agency that appropriates funding to the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, administrator, commissioner, and governor. The governing body head cannot be an official or employee of the Agency and must be from a separate entity.

3. Uses. Shared assets must be used for law enforcement purposes in accordance with the *Guide* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations.

4. Transfers. Before the Agency transfers funds to other state or local law enforcement agencies, it must obtain written approval from the Department of Justice or Department of the Treasury. Transfers of tangible property are not permitted. Agencies that transfer or receive equitable sharing funds must perform sub-recipient monitoring in accordance with the Code of Federal Regulations.

5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury, funds from state and local forfeitures, joint law enforcement operations funds, and any other sources must not be commingled with federal equitable sharing funds.

The Agency certifies that equitable sharing funds are maintained by its jurisdiction and the funds are administered in the same manner as the jurisdictions's appropriated or general funds. The Agency further certifies that the funds are subject to the standard accounting requirements and practices employed by the Agency's jurisdiction in accordance with the requirements set forth in the *Guide*, any subsequent updates, and the Code of Federal Regulations, including the requirement to maintain relevant documents and records for five years.

The misuse or misapplication of equitably shared funds or assets or supplantation of existing resources with shared funds or assets is prohibited. The Agency must follow its jurisdiction's procurement policies when expending equitably shared funds. Failure to comply with any provision of the *Guide*, any subsequent updates, and the Code of Federal Regulations may subject the Agency to sanctions.

6. Single Audit Report and Other Reviews. Audits shall be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards. The

Agency must report its equitable sharing expenditures on the jurisdiction's Schedule of Expenditures of Federal Awards (SEFA) under Assistance Listing Number 16.922 for Department of Justice and 21.016 for Department of the Treasury. The Department of Justice and the Department of the Treasury reserve the right to conduct audits or reviews.

7. Freedom of Information Act (FOIA). Information provided in this Document is subject to the FOIA requirements of the Department of Justice and the Department of the Treasury. Agencies must follow local release of information policies.

8. Waste, Fraud, or Abuse. An Agency or governing body is required to immediately notify the Department of Justice's Money Laundering and Asset Recovery Section and the Department of the Treasury's Executive Office for Asset Forfeiture of any allegations or theft, fraud, waste, or abuse involving federal equitable sharing funds.

Civil Rights Cases

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above?

Yes No

Agency Head

Name: Sereno, Eric

Title: CHIEF OF POLICE

Email: eric.sereno@goffstownnh.gov

Signature: Submitted Electronically

Date: 01/21/2026

To the best of my knowledge and belief, the information provided on this ESAC is true and accurate and has been reviewed and authorized by the Law Enforcement Agency Head whose name appears above. Entry of the Agency Head name above indicates his/her agreement to abide by the Guide, any subsequent updates, and the Code of Federal Regulations, including ensuring permissibility of expenditures and following all required procurement policies and procedures.

Governing Body Head

Name: Georgantas, Peter

Title: CHAIRMAN, Select Board

Email: Peter.Georgantas@GoffstownNH.gov

Signature: _____ Date: _____

To the best of my knowledge and belief, the Agency's current fiscal year budget reported on this ESAC is true and accurate and the Governing Body Head whose name appears above certifies that the agency's budget has not been supplanted as a result of receiving equitable sharing funds. Entry of the Governing Body Head name above indicates his/her agreement to abide by the policies and procedures set forth in the Guide, any subsequent updates, and the Code of Federal Regulations.

I certify that I have obtained approval from and I am authorized to submit this form on behalf of the Agency Head and the Governing Body Head.

Town of Goffstown, NH Fee Schedule
AMENDED 09/22/25 (Effective 09/23/25)

PARKS & REC. DEPT	Adopted 02/10/25 - Effective 02/11/25	PROPOSED CHANGE 2026
Program	Resident/Non-Resident	
Summer Playground	\$95.00 Resident only	\$100.00 Resident only
	Non-refundable deposit required per week. (Summer Playground Only) \$25.00 / week	
P&R PROGRAM REGISTRATION FEE Non-refundable - will be applied against registration fee. Refundable if P&R cancels program.	\$5.00	
Youth Basketball	\$70.00 Res / \$80.00 Non-Res	\$70.00 Res / \$80.00 Non-Res
HS Boys/Girls Basketball	\$75.00 Res / \$85.00 Non-Res	\$75.00 Res / \$85.00 Non-Res
Lacrosse League	\$85.00 Res / \$95.00 Non-Res	\$90.00 Res / \$100.00 Non-Res
Instructional Lacrosse	\$45.00 Res / \$55.00 Non-Res	\$40.00 Res / \$50.00 Non-Res
Men's 18 Plus Basketball League	\$90.00 Res / \$100.00 Non-Res	\$100.00 Res / \$110.00 Non-Res
Coed Volleyball (with official)	\$60.00 Res / \$70.00 Non	
Pickle Ball Leagues	\$30.00 Res / \$40.00 Non-Res	\$20.00 Res / \$30.00 Non-Res
Recreation Center		
Gym	\$15.00 per hr.	
Commissioners Conference Room	\$25.00 per hr.	
Office	\$10.00 per hr.	
Fields/ Other		
Sarette Youth Soccer Field	\$50.00 per hr. / \$1,100.00 per season	
Sarette HS soccer Field	\$50.00 per hr. / \$1,100.00 per season	
Sarette Football Field	\$50.00 per hr. / \$1,100.00 per season	
Louise Street Field	\$50.00 per hr. / \$1,100.00 per season	
Roy Park Softball Field	\$50.00 per hr. / \$1,100.00 per season	
Roy Park Football Field	\$50.00 per hr. / \$1,100.00 per season	
Barnard Football Field	\$50.00 per hr. / \$1,100.00 per season	
Goffstown Sports Complex	\$50.00 per hr. / \$1,100.00 per season	
Instructor / Pro Tennis Court Rental	\$15.00 per hr. per court	
Parking Fee's (Barnard Park/Rec)	\$55.00 for school year	
Goffstown Gallop	\$25.00 Pre Reg / \$30.00 Day of Reg	
Special Events, Onetime events		

OLD BUSINESS: 01/27/2026 ACTION MATRIX

Orig. Mtg. Date	Item	Description	Schedule
09/22/25	Goffstown Police Station	Planning for New Goffstown Police Station.	- 9/22/25 Presentation to Select Board.
11/24/25	Town IT DRAFT Policy Use of Artificial Intelligence	Select Board discussed DRAFT policy and requested ADMIN look at AI tools approval list and a defined log retention policy.	- IT re-write in process. - Followed by Dept Head review. - Town Attorney review will be needed to log retention policy.

GRANTS

Orig. Mtg. Date	Grant	Description	Schedule

*Grant items will be removed from the Action Matrix when funds or donation are accepted under RSA 31:95-b or -e

TOWN VEHICLES/EQUIPMENT OUT OF SERVICE

Out of svc. date	Vehicle/Equip.	Description	Schedule
12/24/25	FIRE - Tower 1	Back in Service	- 12/23 Pickup from Bulldog. - Weekly check revealed issue that was reportedly fixed. Fire Dept working with Bulldog for a plan to resolve.
01/23/26	DPW - 337 - 6-Wheel Dump	Out of Service In House - Waiting on parts for hydraulic line repair.	
12/22/25	DPW - 355 - 10-Wheel Dump	Back in Service	



Town of Goffstown

TOWN OFFICES

16 MAIN STREET • GOFFSTOWN, NH 03045

2.8 Public Participation in the Board Meetings

2.8.1 Each person desiring to speak during public comment shall state his/her name, street and if not a Goffstown resident, his/her town and shall fill out the roster provided by the Town Administrator.

2.8.2 The Presiding Officer shall schedule appropriate public comment time for Goffstown residents at the beginning and end of each regular meeting. The Presiding Officer, at his/her discretion, may allow other speakers for a germane topic. Public comment speakers are limited to three minutes each.

2.8.3 Agenda appointments with the Board may be made for a regular meeting through the Town Administrator, for Town-related business. The Presiding Officer has the discretion to schedule a different date and time.

2.8.4 Unless a concern expressed at the public comment period or an agenda appointment is an urgent matter, the Board may take up the concern at the next regular meeting under Old Business.

2.8.5 Special Board meetings shall not have public comment nor agenda appointments unless the appointment is the purpose of the special meeting.

**Excerpt from the
Procedures of the Goffstown Select Board
and
Committees appointed by the Select Board**

Available:	https://www.goffstownnh.gov/DocumentCenter/View/1447/2019-Select-Board-Procedures-rev-1_2_19
Adopted:	6/30/08
Revised:	3/23/09; 4/4/11; 6/20/11; 4/30/12; 5/21/12; 4/1/13; 3/24/14; 4/13/15; 6/29/15; 2/1/16; 4/23/18; 1/2/19

TITLE VI

PUBLIC OFFICERS AND EMPLOYEES

CHAPTER 91-A

ACCESS TO GOVERNMENTAL RECORDS AND MEETINGS

Section 91-A:3

91-A:3 Nonpublic Sessions. –

I. (a) Public bodies shall not meet in nonpublic session, except for one of the purposes set out in paragraph II. No session at which evidence, information, or testimony in any form is received shall be closed to the public, except as provided in paragraph II. No public body may enter nonpublic session, except pursuant to a motion properly made and seconded.

(b) Any motion to enter nonpublic session shall state on its face the specific exemption under paragraph II which is relied upon as foundation for the nonpublic session. The vote on any such motion shall be by roll call, and shall require the affirmative vote of the majority of members present.

(c) All discussions held and decisions made during nonpublic session shall be confined to the matters set out in the motion.

II. Only the following matters shall be considered or acted upon in nonpublic session:

(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

(b) The hiring of any person as a public employee.

(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

(d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.

(f) [Repealed.]

(g) Consideration of security-related issues bearing on the immediate safety of security personnel or inmates at the county or state correctional facilities by county correctional superintendents or the commissioner of the department of corrections, or their designees.

(h) Consideration of applications by the business finance authority under RSA 162-A:7-10 and 162-A:13, where consideration of an application in public session would cause harm to the applicant or would inhibit full discussion of the application.

(i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

(j) Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A:5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.

(k) Consideration by a school board of entering into a student or pupil tuition contract authorized by RSA 194 or RSA 195-A, which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general public or the school district that is considering a contract, including any meeting between the school boards, or committees thereof, involved in the negotiations. A contract negotiated by a school board shall be made public prior to its consideration for approval by a school district, together with minutes of all meetings held in nonpublic session, any proposals or records related to the contract, and any proposal or records involving a school district that did not become a party to the contract, shall be made public. Approval of a contract by a school district shall occur only at a meeting open to the public at which, or after which, the public has had an opportunity to participate.

(l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

(m) Consideration of whether to disclose minutes of a nonpublic session due to a change in circumstances under paragraph III. However, any vote on whether to disclose minutes shall take place in public session.

III. Minutes of meetings in nonpublic session shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes of such sessions shall record all actions in such a manner that the vote of each member is ascertained and recorded. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present taken in public session, it is determined that divulgence of the information likely would affect adversely the reputation of any person other than a member of the public body itself, or render the proposed action ineffective, or pertain to terrorism, more specifically, to matters relating to the preparation for and the carrying out of all emergency functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life. This shall include training to carry out such functions. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply. For all meetings held in nonpublic session, where the minutes or decisions were determined to not be subject to full public disclosure, a list of such minutes or decisions shall be kept and this list shall be made available as soon as practicable for public disclosure. This list shall identify the public body and include the date and time of the meeting in nonpublic session, the specific exemption under paragraph II on its face which is relied upon as foundation for the nonpublic session, the date of the decision to withhold the minutes or decisions from public disclosure, and the date of any subsequent decision, if any, to make the minutes or decisions available for public disclosure. Minutes related to a discussion held in nonpublic session under subparagraph II(d) shall be made available to the public as soon as practicable after the transaction has closed or the public body

has decided not to proceed with the transaction.

IV. (a) A public body or agency may adopt procedures to review minutes of meetings held in nonpublic session and to determine by majority vote whether the circumstances that justified keeping meeting minutes from the public under RSA 91-A:3, III no longer apply. If the public body determines that those circumstances no longer apply, the minutes shall be available for release to the public pursuant to this chapter.

(b) In the absence of an adopted procedure to review and determine whether the circumstances no longer apply for meeting minutes kept from the public, the public body or agency shall review and determine by majority vote whether the circumstances that justified keeping meeting minutes from the public under RSA 91-A:3, III no longer apply. This review shall occur no more than 10 years from the last time the public body voted to prevent the minutes from being subject to public disclosure. Meeting minutes that were kept from the public prior to the effective date of this paragraph that are not reviewed by the public body or agency within 10 years of the effective date of this paragraph shall be subject to public disclosure without further action of the public body.

Source. 1967, 251:1. 1969, 482:2. 1971, 327:3. 1977, 540:4. 1983, 184:1. 1986, 83:4. 1991, 217:3. 1992, 34:1, 2. 1993, 46:1; 335:16. 2002, 222:2, 3. 2004, 42:1. 2008, 303:4. 2010, 206:1, eff. June 22, 2010. 2015, 19:1; 49:1; 105:1, eff. Jan. 1, 2016; 270:2, eff. Sept. 1, 2015. 2016, 30:1, eff. Jan. 1, 2017; 280:1, eff. June 21, 2016. 2021, 48:7(I), eff. May 25, 2021; 163:1, eff. Jan. 1, 2022; 172:1, eff. Jan. 1, 2022. 2023, 189:1, eff. Oct. 3, 2023.