

GOFFSTOWN SELECT BOARD
MINUTES TO MEETING OF FEBRUARY 24, 2026

In attendance were Chairman Peter Georgantas, Vice Chairman Mark Lemay, and Selectman Jim Craig. Participating remotely was Selectman Joshua Douglas.

Absent: Selectman Richard Manzo

Also present were Town Administrator Derek Horne, Assistant Town Administrator Danielle Basora, Fire Chief Benjamin Selleck, and DPW Director Adam Jacobs.

Call to Order/Pledge of Allegiance/Roll Call

The meeting was called to order by Chairman Georgantas, who noted that the regular meeting scheduled for February 23rd had been moved to February 24th due to a snowstorm. A roll call was conducted with Selectman Douglas participating via Teams. Selectman Manzo was noted as absent.

The Pledge of Allegiance was recited.

Acceptance/Correction Of Minutes

02/09/26 Public And Non-Public Minutes

Motion: Vice Chairman Lemay made a motion to accept the 02/09/26 public and non-public minutes with corrections if need be. Selectman Craig seconded the motion. No changes were made. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

Announcements

**Supervisors Of The Checklist - Voter Registration Session Saturday, 02/28/26,
10:00am - 10:30am**

Chairman Georgantas announced that the Supervisors of the Checklist would hold a voter registration session at Goffstown Town Hall in room 104 on Saturday, February 28th from 10:00 AM to 10:30 AM. New voter registration as well as name, address, or party affiliation changes could be made with appropriate documents. This would be the last day to register to vote until the town election on March 10th.

Chairman Georgantas also recognized two recent retirements of the library director and police sergeant, noting it was good to see both longtime employees retire in good standing and good health.

Public Comment

No members of the public were present for comment.

Finance Director

Financial Audit For Fiscal Year Ended 12/31/2024

Finance Director Hofland presented the town's financial audit report and financial statements for December 31, 2024. He covered several key areas from the governance letter, including significant difficulties encountered during the audit due to being down two positions in the finance department for most of 2024, which delayed submission of GASB 75 Other Post-Employment Benefits (OPEB) data to their actuarial company until November 2025.

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Finance Director Hofland explained three main findings: stale dated checks (an ongoing issue that will continue as it takes seven years to transfer lost property to the state), purchasing procedures at the highway department (largely resolved with updated purchasing policy in late 2024 raising the threshold from \$5,000 and adding exemptions), and cybersecurity concerns (a general advisory comment being issued to most New Hampshire towns).

He detailed two restatements affecting net position: the meeting house long-term receivable (a \$1 million asset to be repaid in 2036 with 1% annual interest) and sewer enterprise fund infrastructure assets that were properly itemized rather than kept as a single line item.

The management letter identified segregation of duties as a significant deficiency in the finance department, but this has been addressed by splitting the positions of finance director, treasurer, and assistant town administrator/HR director.

For fund performance, Finance Director Hofland reported a general fund budget surplus of \$1,672,342, with \$106,972 in revenue surplus and \$1,565,370 in unexpended appropriations largely due to vacant positions. The EMS fund had actual cash balances of \$938,275, and the sewer fund had unrestricted net position of \$6,491,117 including their capital reserve fund.

Town Administrator Horne noted that the full audit report is available on the town website under the finance department section.

DPW Director

DPW 2026 Construction Season Hours

DPW Director Jacobs presented the annual notice for construction season hours, explaining that the department shifts to a four-day, 10-hour work schedule during construction season. He provided documentation meeting Department of Labor requirements for schedule change notification.

Chairman Georgantas expressed concern about the timing, noting that supervisory on-call coverage ends on April 15th and recommended starting the new schedule on April 15th rather than April 1st to avoid confusion with on-call coverage. DPW Director Jacobs explained that the supervisory stipend structure differentiates between weekday and weekend rates, so Monday would still be considered a weekday for on-call purposes even if not a regular work day.

Motion: Vice Chairman Lemay made a motion to approve the DPW 2026 construction season schedule as proposed. Selectman Craig seconded the motion. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

Montelona Road Culvert Construction RFP For Advertisement

DPW Director Jacobs presented information about the 2022 Montelona Road hazard mitigation grant project to replace a culvert near East Dunbarton Road with a larger 12-foot span box culvert. The project is funded through FEMA's hazard mitigation program at a 90-10 match rather than the typical 75-25, using COVID funding for the enhanced match.

The state has approved wetlands permitting and construction plans. The project must be completed this year due to funding deadlines, with hopes to begin construction after school ends in early July. Engineers estimate 12 weeks for full project completion, requiring full road closure with detour via Grady Hill Road. The original project estimate was \$423,000, with current engineer estimates ranging from \$350,000 to \$400,000.

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DPW Director Jacobs noted that some federal requirements like Buy America provisions and prevailing wage restrictions have been exempted for this grant round, which may help control costs.

Motion: Selectman Craig made a motion to approve the Montelona Road culvert project construction bid documents and authorize the DPW director to advertise for bids. Vice Chairman Lemay seconded the motion. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

DPW Director Jacobs provided additional budget updates, noting overtime was at 60.5% and salt usage at 65.7% as of February 15th. He mentioned challenges with salt supply during recent southern storms but noted deliveries have recovered. He also reported finding a 2025 F550 at Hillsborough Ford with only \$100 difference from 2025 to 2026 state bid pricing, and that they're exploring upfit options with various lead times.

Fire Chief

Car 2 Update

Fire Chief Selleck reported a significant engine failure in Car 2 over the weekend while responding to a call. The issue involves the active fuel management system causing problems with the displacement on demand system, a known issue for vehicles of this age. DPW mechanics provided excellent support in diagnosing the problem.

Repair estimates are \$9,000 to bring it back to factory condition or \$10,000 to repair and eliminate the problematic active fuel management system. Given that his annual maintenance budget is only \$57,000 and was already \$18,000 over budget last year, Fire Chief Selleck recommended against repair.

Instead, he presented an alternative: a 2025 Tahoe SSV (rather than PPV) that is in stock and available through the same vendor as their current order. The vehicle is black instead of the ordered red, but would save approximately \$3,000 compared to the original order and could be obtained immediately rather than waiting until August for the original order.

Selectman Douglas asked about the disposal plan for the damaged vehicle. Fire Chief Selleck confirmed it would go to auction after stripping equipment, as is normal practice. DPW Director Jacobs noted that while they haven't auctioned a Tahoe previously, recent cruiser auctions through Municibid have yielded \$2,000-\$5,000 for operational vehicles, though a vehicle with a blown engine would likely bring less.

Motion: Vice Chairman Lemay made a motion to allow the Fire Chief to purchase the 2025 Chevy Tahoe SSV on state bid as a replacement for Car 2. Selectman Craig seconded the motion. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

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Town Administrator's Report

Consent Agenda

Town Administrator Horne presented the consent agenda.

- Employee Status Reports:
 - POLICE – FT Sergeant – Retirement
 - POLICE – FT Sergeant - Promotion
 - FIRE – FT Firefighter – New Hire
 - FIRE – FT FF/AEMT – Differential for AEMT License (per CBA)
 - FIRE – FT Firefighter – Resignation
- Event Permits:
 - Goffstown Junior Baseball – Little League Opening Day Parade
Saturday, 4/24/26, 8:00-8:30AM
GHS Parking Lot → Park Lane → S Mast Road (NH Route 114) → Normand Road
 - Goffstown Rotary Club – Car Show
Saturday, 6/6/26, 9:00A-2:00P, Cemetery Field on Parson’s Drive & N Mast Road
Granite State Health & Fitness Foundation – Glen Lake Swim
 - Sunday, 8/16/26, 8:00A-12:00P (Rain Date: Sunday, 8/23/26, 8:00A-12:00P)
Parks & Recreation Building and Glen Lake
- Rights to Inter:
 - Lot: Westlawn Cemetery, Section 1988, Lot #17
 - Lots: Shirley Hill Cemetery, Section 2, Lots 20A, 21A, 22A, 23A, 19B, 20B, 21B, 22B, 18C, 19C, 20C, and 21C
 - Lots: Shirley Hill Cemetery, Sections 3, Lots 86A, 87A, 88A, 89A, 86B, 87B, 88B, and 89B (lot exchange & sale)
 - Lot: Shirley Hill Cemetery, Section 3, Lot 84A
 - Lot: Shirley Hill Cemetery, Section 3, Lot 85A
 - Lot: Shirley Hill Cemetery, Section 2, Lots 40B & 41B
 - Lot: Shirley Hill Cemetery, Section 1, Lot 108
 - Lot: Westlaw Cemetery, Section 1994, Lot 188
- Contract for Professional Services for Asset Management
 - Town and Vanasse Hangen Brustlin, Inc.
Development and implementation of an Asset Management Program (AMP) for the Town of Goffstown’s stormwater infrastructure - Department of Environmental Services, Clean Water State Revolving Fund Technical Assistance funds
Grant Funds Accepted and Authorized by the Select Board 06/23/2025

Motion: Vice Chairman Lemay made a motion to approve the consent agenda as presented. Selectman Craig seconded the motion. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

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Assessor's Recommendations

Town Administrator Horne presented assessor's recommendations.

- 2025 Tax Year – Tax Deferral for Elderly or Disabled (RSA 72:38-a) (RECOMMEND APPROVAL)
 - Map 36, Lot 65 - \$4,476.68
- 2026 Tax Year – Veterans' Tax Credits (RSA 72:28) (RECOMMEND APPROVAL)
 - Map 5, Lot 38-25
 - Map 5, Lot 70-3
 - Map 5, Lot 82-9
 - Map 5, Lot 83-8-B
 - Map 6, Lot 22-142
 - Map 7, Lot 111a-4-3
 - Map 16, Lot 219
 - Map 19, Lot 56a-3
 - Map 19, Lot 56a-3
 - Map 21, Lot 10
 - Map 21, Lot 57
 - Map 34, Lot 113
- 2026 Tax Year – All Veterans' Tax Credit (RSA 72:28-b) (RECOMMEND APPROVAL)
 - Map 6, Lot 17B-136
 - Map 19, Lot 2
 - Map 21, Lot 29
 - Map 23, Lot 2
- 2026 Tax Year – Elderly Exemption (RSA 72:39-b) (RECOMMEND APPROVAL)
 - Map 6, Lot 22-63
- 2026 Tax Year – Service Connected Disability (RSA 72:35) (RECOMMEND APPROVAL)
 - Map 5, Lot 60-11-A
 - Map 18, Lot 38-2
 - Map 39, Lot 13
- 2026 Tax Year – Solar Energy Exemption (RSA 72:62) (RECOMMEND APPROVAL)
 - Map 9, Lot 13-12-4
 - Map 15, Lot 129

Motion: Vice Chairman Lemay made a motion to approve the assessor's recommendations as presented. Selectman Craig seconded the motion. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

Heating Oil Rates - Recommendation (09/01/26-08/30/27)

Assistant Town Administrator/HR Director Basora reported that oil bid results had changed since the packet was prepared two weeks earlier. Instead of seeing annual savings of \$530, the town now faces an additional expense of about \$300 per year due to OPEC production holds, unrest in Iran, higher demand forecasted for 2026, and tighter supply following January and February usage.

The current contract rate is \$2.7295 per gallon, while the low bid is \$2.828 per gallon - an increase of about 10 cents per gallon. The town uses just under 2,000 gallons annually. Irving

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is currently the lowest bidder, though the current vendor Dead River may attempt to match the price. Assistant Town Administrator Basora noted they need to execute contracts quickly to secure current pricing.

Motion: Selectman Craig made a motion to authorize Competitive Energy Services to accept the lowest bid for oil and to authorize the assistant town administrator to sign the necessary paperwork to ensure the rates are secured for a period of 12 months with either the current supplier or the low bidder as presented. Vice Chairman Lemay seconded the motion. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

Select Board Discussion

New Business

No new business was brought before the board.

Old Business

No old business was brought before the board.

Action Matrix

Chairman Georgantas asked about the tower status. Town Administrator Horne confirmed the tower is in service, though the fire department is still working with Bulldog to resolve pump issues.

Public Comment

No members of the public were present for comment.

Non-Public Session RSA 91-A:3,II, (a) Compensation Of Public Employee And (b) Hiring

6:50 p.m. Motion: Vice Chairman Lemay made a motion to go into non-public session RSA 91-A:3,II for (a) compensation of public employees and (b) hiring. Selectman Craig seconded the motion. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

7:32 p.m. Motion: Vice Chairman Lemay made a motion to exit non-public session. Selectman Craig seconded the motion. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

Motion: Vice Chairman Lemay moved to seal the minutes of non-public session. Selectman Craig seconded. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

Motion: Selectman Douglas made a motion to authorize the Town Administrator make a conditional offer of employment for recommended candidate for Executive Secretary – Administration. Selectman Craig seconded the motion. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

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Selectman Craig made a motion to extend medical leave for non-union employee at Police Department. Vice Chairman Lemay seconded the motion. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

Adjournment

7:33 p.m. Motion: Vice Chairman Lemay made a motion to adjourn. Selectman Craig seconded. VOTE: 5-0-0. The motion carried unanimously. ROLL CALL VOTE: Selectman Douglas-yes; Vice Chairman Lemay-yes; Chairman Georgantas-yes; and Selectman Craig-yes. 4-0-0. Motion passed.

The meeting adjourned at 7:33 p.m.

Respectfully submitted,

Derek M Horne, Town Administrator (prepared with assistance of AI, ClerkMinutes.com)

These minutes are subject to approval by the Select Board.