

**Town of Cornish
Selectmen's Meeting Minutes
Monday, December 1, 2025 6:30-8:30 pm**

Present: Jason Bourne, Chair, Dillon Gallagher, Keith Beardslee

The chair called the meeting to order at 6:30 pm.

Board members signed checks, reviewed the mail folder and invoices.

Chairman Bourne reported he and the school superintendent had been in touch earlier in the day. Due to the storm warning for Tuesday, there will be no school tomorrow.

Chairman Bourne had earlier attended the Energy committee meeting. Andrew Hatch from Community Power Coalition of NH updated the Energy committee on the state of CPCNH.

The winning bid on Municibid for 09 truck was \$8,100, from Dean Hatch. The Board returned a call from him. Payment and delivery of Title and keys will be coordinated through Mary Curtis.

The Energy Committee has recommended BOS appoint Keith Foston as its new member. Johanna Scharf asked if the Board has had a chance to consider the recommendation. The Board has not, but promised to do so in the near future.

It appears Sullivan County is about to join CPCNH. Towns can join CPCNH via County membership if BOS decides to do so. Board members unanimously rejected doing so. Individuals can join on their own if they wish to.

BOS will ask Mary Curtis to contact Don Amison regarding shoveling out the library and former Selectmen's office building for the Town.

The Town has been looking for part time truck drivers to plow snow this winter. Steve Monette contacted the Office earlier indicating a willingness to plow snow with the 550. The Board will ask Mary Curtis to follow up on this offer.

Board members will be reviewing activity at the site of the future Cornish Library and Community Center Friday the 5th at 3 pm. Since a quorum of the Select Board will be present the Board will ask Mary Curtis to ensure the meeting is properly warned.

The Board discussed a building permit submitted by James Liggett. Mr. Liggett had appeared at two previous meetings requesting an extension on a building permit issued in 2019 which he asserted had been renewed through 2025. The building is on a non-conforming lot. Building permits are good for one year, during which time construction must have commenced. Mr. Liggett documented that construction has commenced and was informed he therefore didn't need an extension for the work within the footprint for which he had been issued a building permit. However, the documentation he submitted in the request for an extension showed a porch on the west side of the building in addition to the building on the footprint of the preexisting building

along with an addition. The building permit for the addition had been granted following a decision by the ZBA that the addition be granted a Special Exception. Mr. Liggett said he had been granted a building permit for the porch but the Board couldn't find a record of it. The Board outlined a course of action to take in regards to the requested porch; request a building permit for the porch, and if it is denied by BOS, appeal to the ZBA. Mr. Liggett subsequently submitted an application for a building permit.

The Board reviewed that application at the last meeting but postponed making a decision because, among other issues, the dimensions on the application were incorrect. Chairman Bourne reviewed the entire property file subsequent to the last Select Board meeting. His notes are appended to these minutes and speak for themselves.

The Board finds the current application is flawed. Since a building permit for the building on the preexisting footprint and its addition has already been granted and work has commenced, the Board will request Mr. Liggett file an application for a building permit for the porch.

In addition, Dillon noted the drawing accompanying the application currently before the Board included steps and a walkway. Both are also considered structures and therefore require a permit. If they are to be included in the application they need to be accurately positioned on the drawing, and include proposed dimensions with required setbacks noted.

Board members discussed winter road maintenance, highway department management and personnel.

At 9:38 Keith moved to adjourn the meeting. Jason seconded. Motion approved.

Respectively submitted,
Keith Beardslee

**Town of Cornish
Selectmen's Meeting Minutes
Thursday, December 4, 2025 4:00–6:00 pm
AMENDED**

Present: Jason Bourne, (Chair), Dillon Gallagher, Keith Beardslee

1. The Chair called the meeting to order at 4:00 pm.
2. Board members reviewed mail and invoices.
3. Bill Wall directed the Board's attention to articles in the Union Leader and Valley News regarding pricing of electricity and on landfill cost and liability.
4. Jeff Robbins wants to replace his deteriorating shed and inquired about setback requirements as they pertain to grandfathered buildings.
5. Gwyn Gallagher and Skip Erskine met with the Board to clarify issues regarding supervision of winter road maintenance including Skip's purchasing authority and coordination with the school superintendent.

6. Mike Ochman inquired about the permitted size for an ADU (accessory dwelling unit) if it is detached. The Cornish Zoning Ordinance states an ADU can be up to 35% of the existing heated living space but the size restriction only applies to proposed ADUs larger than 750 SF.
7. Keith moved to approve Nov minutes, Jason seconded, motion approved.
8. Board members reviewed an application for a building permit from Jim Liggett. The Board found the application flawed and will ask Mr. Liggett to correct the errors.
9. Former highway department employee Tristan Robison dropped off a check to reimburse the Town for a portion of his CDL-B certification training. The prorated amount had been determined on the basis of the agreement he made with the town before the Town paid for the training.
10. The Board returned a call from Zoning Board Chairman, Mike Fuerst. Mike was inquiring about the timeline on a case that might come before the Board.
11. Board members created a letter to Town Counsel requesting advice regarding a tax deeded property.
12. The Selectboard accepted a check from Tristan Robison of the prorated money owed to the Town for CDL B training. Keith seconded, vote in the affirmative 3-0.
13. Board members discussed increasing office efficiency using the Google Drive workspace.
14. At 6:30 Dillon moved to adjourn, Jason seconded and the motion was approved.

Respectfully Submitted,
Keith Beardslee

**Town of Cornish
Selectmen's Meeting Minutes
Friday, December 5, 2025 3:00–4:00 pm**

Present: Dillon Gallagher, Keith Beardslee

The meeting was called and properly warned for the purpose of updating the Board on the progress of the future Cornish Library and Community Center. The meeting began at 3:05 pm. In addition to the two Selectmen, present were Coleen O'Neill, Keith Mulaine, Dan Poor from CCI. The project sponsor, Ian Drennan, Project Super and Spiros Tzilianos, Construction Manager from Trumbull Nelson and Cliff Harper, P.G., Principal of Choice Environmental, a firm specializing in soil and groundwater remediation, asbestos and mold services.

A majority of the demolition has been completed. The demolition portion that hasn't been done will take place when the structural members required to maintain the buildings structural integrity and stability during demolition are in place or have been reinforced. Reinforcement of the existing roof structure is currently taking place. The reinforcement is required to support the additional weight of the new roof and the mechanical systems that will be run in that space, and to shore up some failed trusses.

In order to create a trench for plumbing, workmen removed a section of the finish floor, subfloor and sleepers above the slab-on-grade concrete floor in a portion of the building. They found floor tile possibly containing asbestos. Work on that portion of the project was halted. Mr. Harper was

called in. Mr. Harper described to the Board members the way the tile was addressed. The suspect tile was tested, found to be non-friable but also found to contain asbestos. That portion of the work site was tented off and the tile was removed in accordance with accepted protocol for removing the material. The material was transported to a site accepting hazardous waste. Air quality in the building was then tested by an independent firm and found to be free of asbestos. Documentation and records associated with the removal and tests are available to the Select Board. The remaining tile will be undisturbed, remain in place and be covered with a sub floor and finish floor. This is an acceptable way to deal with tile containing asbestos.

Mold growth is evident in the fiberglass insulation in a portion of the first floor wall in that portion of the building beneath the gambrel roof. The insulation will be removed, the structure cleaned to remove mold spores and the structural surfaces treated with an EPA registered product to mitigate against further mold growth.

Inspections for concrete footing forms and concrete wall and rebar forms have taken place and cylinder samples for footings and walls have been taken and sent for 7 and 8 day tests. Tests for in ground plumbing are scheduled.

Framing is expected to be completed in early Spring, followed by roofing. Pre-drywall inspection is scheduled for late Spring. Target completion date is 12-8-2026.

Board members concluded the site review and left the site at approximately 4 pm.

Respectfully submitted,
Keith Beardslee

**Town of Cornish
Selectmen's Meeting Minutes
Monday, December 8, 2025 6:30-8:30 pm**

Present: Jason Bourne, Chair, Dillon Gallagher, Keith Beardslee

The chair called the meeting to order at 6:30 pm.

Board members signed checks, reviewed the mail and invoices.

Troy Simino appeared representing Ms. Griffin in regards to the driveway permit issued to Ms. Griffin to access Pete Daniels Road. Bill Lipfert, Chair of the Planning Board, approved the permit and said the fire chief and road agent don't need to sign off on it because it's for agriculture/forestry use on a Class VI road. He issued the permit conditioned upon the removal of two stumps on the other side of the road. The stumps are in the Town right of way. The Board authorized removing the stumps.

Heather Meeks updated the Board on Schuele donation to maintain the picket fence at Chase cemetery. The Board had asked Ms. Meeks to request an opinion from the Charitable Trust Unit of Department of Justice regarding the following question: If town accepts the donation can the donation be used for other fencing should the town decide to change the fencing? The CTU responded that should the Town decide to change the fencing, the Town can petition the

department to use the donation for different fencing and the request would probably be considered favorably. Ms. Meeks has sought further clarification from the CTU on another question regarding the donation and will report back to the Board when the answer is available.

A resident asked about the legality of activity near a water way. The activity is the addition of fill to a slope in order to make it flat. The resident observed that a heavy rain storm will wash the fill into the water way. The Board did not have a definitive answer.

Jim Liggett came in to clarify his application for a building permit. The permit was denied on the basis of non-compliance with the Zoning Ordinance.

Chief of Police Doug Hackett submitted his resignation effective December 31, 2025. Dillon moved with great regret to accept the Chief's resignation. Jason seconded. Motion approved. Board members individually and as the Select Board for the Town of Cornish expressed their appreciation for the dedication and professionalism with which Chief Hackett served the Town and its residents over the last four decades. Upon the recommendation of Chief Hackett and in keeping with the succession plan in place for the Police Department, Keith moved to promote Lt Justin Vivian to be Chief of Police effective Jan 1, 2026. Dillon seconded. Motion approved.

The Board will contact Michael Alan Brooks, heir to Dana Brooks regarding the tax deeded property in Mill Village.

Board members discussed highway department issues.

Board members discussed the site visit to the future Cornish Library and Community Center. Dillon noted that by leaving the floor tile containing asbestos encapsulated but in place, the project is possibly creating a liability and expense for the town in the future should that portion of the floor ever need to be removed. Keith has experience addressing mold in buildings and said as long as the area where mold has been found is properly treated and standard building practices are followed going forward mold wouldn't be an issue. Both Dillon and Keith have extensive construction experience. Both were disappointed that, given the age of the building, some of the drywall on the interior of the exterior walls has been left in place. Given the overall scope and cost of the project, the cost of replacing a few sheets of drywall seems minor in comparison to the benefit of making certain there is no mold and the insulation is in good shape. However, the Board has no authority over the project.

Board members briefly discussed the continuing search for a new Health Officer.

Board members briefly discussed the request from the Fire Department for a credit card and decided to leave the current purchasing and reimbursement system in place for now.

At 8:55 Dillon moved to adjourn the meeting. Jason seconded. Motion approved.

Respectfully Submitted,
Keith Beardslee

**Town of Cornish
Selectmen's Meeting Minutes
Thursday, December 11, 2025 4:00–6:00 pm**

Present: Jason Bourne, (Chair), Dillon Gallagher, Keith Beardslee

The Chair called the meeting to order at 4:00 pm

Board members reviewed mail and invoices.

Chris Chilton stopped in to inquire about the Road Agent position. He is considering putting in an application. Board members briefly reviewed his experience, skill sets, highway department policies and the Board's expectations of a successful Road Agent.

Skip Erskine had earlier contacted Chairman Bourne having anticipated that highway department work might prevent him from making a report to the Board in person. Skip's notes and the Board's response are as follows:

The former cruiser needs new tires. Skip should have new winter tires put on.

The loader needs to be serviced. Skip can take care of it.

Reed's will make a service call to the highway garage to repair an engine component on the 02 truck. The truck can't be driven to Reed's facility.

The garage door opener needs to be replaced. Mike Duval had reported the same thing to the Board weeks ago. Mike had requested quotes from multiple vendors. The Board has seen only one quote. Keith recalls it was for \$2500. On the assumption that Keith's memory is correct, Chairman Bourne will request Mary to retrieve the quote from the files and coordinate with Skip so one or the other can place the order so the work can take place as soon as possible.

The plow on cemetery truck needs to have the piston replaced. Skip will get it fixed.

At 5:38 the Board placed a call to Alan Michael Brooks, nephew of Dana Brooks, now deceased, and the former owner a tax deed property in Millage Village. Mr. Brooks confirmed that, to the best of his knowledge, he is the sole heir of Dana Brooks. In addition, Mr. Brooks confirmed he has no interest in the property and stated he is willing to sign a quit claim deed. He was also informed that should the sale of the property yield more than the Town is owed, he will receive the excess.

Robert Champney came in to inquire about the history of a house he has purchased on Town House Rd. He was directed to the Sullivan County Registry of Deeds in Newport.

Board members anticipate reviewing the Town website policy on Monday. The policy review is prompted by the new Dot Gov address.

Board members reviewed and signed building permits that do not need a site visit by the Board. Dillon observed building permits act as a flag for Avitar, property assessor contractor for the Town. Recently some residents have been converting some or all of existing buildings into ADUs. Remodeling an existing building does not require a building permit as the footprint has

not changed. However, the property value has changed and that should be noted by Avitar. In addition, any ADU more than 750SF, cannot exceed 35% of the heated area of the existing home. A Certificate of Zoning Compliance might be used ensure the ADU is in compliance with the ordinance and to flag the possible change in property value.

The town will need a new cleaner for the town hall and office at the start of the new year. Board members discussed enforcement of the zoning ordinance in regards to the noncompliant properties that have been brought to its attention.

Jason reported Hubb 66 has begun installing the head end for the fiber optic service in the mezzanine section of the fire station in the Flat.

At 6:40 Keith moved to adjourn the meeting. Dillon seconded. Motion approved.

Respectfully Submitted,
Keith Beardslee

**Town of Cornish
Selectmen's Meeting Minutes
Monday, December 15, 2025 6:30-8:30 pm**

Present: Jason Bourne, Chair, Dillon Gallagher, Keith Beardslee

The chair called the meeting to order at 6:30 pm.

Board members signed checks and reviewed the mail and invoices.

Included in the mail was a letter from the NH Appraisal Board with appended documentation certifying the accuracy of Avitar's recent appraisals for the Town. Avitar is the property assessing contractor for the Town. The Town requested updated tax maps from Avitar this year and recently received them. Board members and residents have found multiple glaring mistakes in the maps. Considering the cost of the contract to the Town, the Board is unhappy with the inaccuracies in the work product and discussed possible ways to address the issue.

Heather Meeks reported after consulting with the NH Charitable Trust Unit; both gifts from Norman Schuele Trust can be treated as expendable trusts. Board members subsequently signed the paperwork accepting the gift designated for maintaining the fence at the Chase Cemetery.

The Board re-visited its discussion about the site visit to the future Cornish Library and Community Center and the building itself. The Board decided it wants to further educate itself about the building it has been directed to accept as a Town property and will request Keith Mulane of CCI to coordinate a site visit in the near future.

The mail included a letter from the office of the NH Secretary of State informing the Town it will be charged \$650 per election (including the setup fee) for the use of a tablet the purpose of which is to facilitate accessible voting.

The mail included a letter from the State of NH Dept of Labor reminding the Town of its responsibility to keep and maintain records of all repair, maintenance and safety inspections of the elevator at the Town office.

A resident emailed the Board with a number of questions.

One: Will Chief Hackett remain in an advisory capacity to facilitate the transition in the Police Department. Yes, he intends to do so.

Two: Are road agent candidates being interviewed by any party other than by the Board. The answer is No. The Town rightfully holds the Board responsible for highway department performance however the Board cannot directly supervise the Department. This year, this Board has had extensive experience dealing with highway department issues and Board members have acquired a lot of knowledge about road maintenance. The Board is quite clear about the experience, knowledge, skill set and temperament it wants to see in a candidate and will hold the successful candidate accountable for highway department performance. Three: Has the BOS fulfilled all of its obligations relative to the recent findings at the new library job site.

The Board is fully aware of its responsibility to act in the best interest of the Town and all its residents. The Board's statutory authority in this instance is very limited. Inspections are conducted by the State Fire Marshall's office. The project sponsor and construction manager represent to the Board that they are in compliance with relevant regulations. However, with the encouragement of the project sponsor, the Board has conducted a site visit, will conduct more in the future, and will make the project sponsor aware of any of its concerns.

Board members discussed various highway department issues. The sand currently in use is the remainder of a bulk purchase authorized by the Board last year. Dillon observed it behaves more like dust than sand. The Board intends to buy "manufactured" black sand the next time which, although slightly more expensive, "bites" into ice more effectively and therefore lasts longer and provides better traction.

The Board discussed the open road agent position and will ask Administrative Assistant Mary Curtis to schedule the remaining road agent candidate interviews. Jason is going to sit out all further interviews with road agent candidates because his brother has filled out an application for road agent position.

The Board intends to discuss town website policy and review issues around green burial at the earliest opportunity.

At 8:50 Dillon moved to adjourn the meeting. Keith seconded. Motion approved.

Respectfully submitted,
Keith Beardslee

**Town of Cornish
Selectmen's Meeting Minutes
Thursday, December 18, 2025 4:00–6:00 pm**

Present: Jason Bourne, (Chair), Dillon Gallagher, Keith Beardslee

The Chair called the meeting to order at 4:00 pm.

Board members reviewed mail and invoices.

Jason recused himself from the scheduled interview with a prospective candidate for road agent and all subsequent road agent candidate interviews as his brother is a candidate for the position. He left the room.

At 4:04 Dillon moved to go into nonpublic session to interview a road agent candidate citing RSA 91-6:3 II (b). Keith seconded. Motion approved.

The nonpublic session having ended and another road agent candidate scheduled for an interview, Jason entered the room, dropped off some paper work and left.

At 5:35 Dillon moved Dillon moved to go into nonpublic session to interview a road agent candidate citing RSA 91-6:3 II (b). Keith seconded. Motion approved.

Having returned to the public session, Lt. Justin Vivian appeared before the Board to submit the Police Department budget. The Board received the budget and will wait to review it until Jason is present.

At 6:58 Dillon made a motion to adjourn. Keith seconded. Motion approved.

Respectfully Submitted,
Keith Beardslee

**Town of Cornish
Selectmen's Meeting Minutes
Monday, December 22, 2025 6:30-8:30 pm**

Present: Jason Bourne, Chair, Dillon Gallagher, Keith Beardslee

The chair called the meeting to order at 6:30 pm.

Board members signed checks and reviewed the mail and invoices.

Mike Monette, Department Head of Recycling, asked the Board for a decision regarding removing the pile of glass at the recycling center. The Board authorized Mike to request Everette Cass to truck it to the facility in New London that accepts it and to contact Skip at the highway garage and ask him to coordinate with Everette in getting the truck loaded.

Mike Monette, Sexton, advised the Board the lifetime of flags used in the cemeteries is one year. The Town has been using them for two years. They look shabby in the second year of use. Relatives of those individuals whom the flags are in place to honor have taken notice and commented to him about the poor appearance of the flags.

Jan Lord & Dan Brown appeared before the Board with two requests regarding green burial. In Cornish, Select Board members are the Cemetery Trustees. Green burial is the process in which the body of the deceased person is placed in the ground, typically wrapped in a shroud or within a wooden box that will decompose quickly, and without having been embalmed.

The first request of the Board and the one Ms. Lord and Mr. Brown consider to be a priority, is to allow green burials to take place in Cornish. The typical burial protocol requires a concrete vault be placed in the ground into which the coffin containing the deceased embalmed body is placed. Green burials are permitted in Towns around Cornish. Permitting green burials would require the Select Board remove the requirement that a concrete vault be used in all burials. Mike Monette, Sexton, recalled there is a record of a vote at a town meeting sometime in the distant past requiring concrete vaults for all burials in town cemeteries. Mike also noted there is room in the cemeteries for green burials to take place without having an adverse effect.

The Board requested Mike to do some research to find the record of that vote and decided to request an opinion from town council on the best way to address 1. reversing the concrete vault requirement in the Town's regulations and 2. indemnifying the Town from any adverse effect of the change in the requirements. If Town Counsel says a vote by the Town is needed to change the regulation, the question will need to be placed on a warrant article for town meeting.

The second request of the Board was to re-open the granite vault next to the Hearse House on Town House Road for the purpose of storing the bodies of people who die in Winter when the ground is frozen. The vault was used for that purpose in the past. Mike Monette stated there would need to be significant repairs done to the vault before it was suitable for use.

The Board will need further information to address both requests, anticipates meeting with Lee Webster of Natural Burial of New Hampshire in the end of February.

The next two items on the agenda were interviews with candidates for the road agent position. Jason recused himself as his brother is a candidate for the position. At 7:20 Dillon moved the Board enter nonpublic session citing RSA 91-6:3 II (b). Keith seconded. Motion approved.

Having re-entered public session following an interview with Travis Clarkson, at 7:38 Dillon moved the Board enter nonpublic session citing RSA 91-6:3 II (b). Keith seconded. Motion approved.

Having re-entered public session John Drye appeared before the Board to present the fire department budget and review the reason the budget is up this year. The Board will discuss it when all Board members are present.

At 9:45 Dillon made a motion to adjourn, Keith seconded. Motion approved.

Respectfully Submitted,
Keith Beardslee

**Town of Cornish
Selectmen's Meeting Minutes
Tuesday, December 30, 2025 6:30-8:30 pm**

Present: Jason Bourne, Chair, Dillon Gallagher, Keith Beardslee

The chair called the meeting to order at 6:30 pm.

Board members signed checks and reviewed the mail and invoices.

Board members discussed road conditions on Monday and the highway department activities in addressing the icy road conditions throughout the day. Chairman Bourne reported Skip has been keeping him updated on highway department activity on a regular basis.

The Town holds conservation easements on a number of parcels in Town. The parcels on which the easements are held are monitored annually by members of the Cornish Conservation Commission. The CCC member(s) who visit the site then file a report with the Town and the State. The Select Board received an inquiry from the Chairman of the Conservation Commission requesting an opinion on whether or not the presence of signage on one of the parcels complies with the conditions set forth in the easement. The Board will forward the request to the NHMA (New Hampshire Municipal Association) for its opinion.

In an email and a phone call, a contractor requested the Board's clarification on setback requirements as they pertain to a building site on Town House Road. Board members reviewed the setback requirements in the Town Ordinance including the 100' setback from waterways.

Board members discussed the request made last week for the Board in its capacity as Cemetery Trustee to change the regulation requiring concrete vaults in order to allow for green burials. Prior to this meeting, Mary Curtis had located and reviewed with a Board member the minutes from the 1970 Town Meeting. At that Town meeting a warrant article requiring all burials in Town cemeteries, except urns containing ashes, include concrete vaults, was voted in the affirmative. However, RSA 289:7 outlines Cemetery Trustees responsibilities and can be read to place sole authority to regulate all matters related to the cemetery with the Cemetery Trustees. Given the vote at Town Meeting in 1970, the Board in its capacity as Cemetery Trustee will need clarification on how best to proceed in changing the regulation requiring concrete vaults should it wish to do so. Board members will also need further information on green burials and will begin by reviewing information in sources provided by the residents who made the request last week.

The Board was reminded in an email from the State that it (along with many other towns in the State) is delinquent in appointing a Health Officer. The Board has reached out to a number of individuals in Town in its attempt to fill the position, but has yet to find someone qualified and willing to serve. A notice will be placed on the website to alert residents the Board is actively looking for a Health Officer for the Town.

Board members discussed ways the Town web site could be changed to better update residents. A complete review of Town website policy is pending.

The Board will ask Marie De Rusha, Town Welfare Director, to review state laws and regulations regarding General Assistance for the Board.

At 9:20 Jason recused himself and left the meeting.

Dillon and Keith then discussed the applicants for the road agent position and next steps to take.

At 9:55 Dillon moved to adjourn the meeting. Keith seconded. Motion approved.

Respectfully Submitted,
Keith Beardslee