

Selectmen's Meeting Minutes

October 1, 2007, 3:00 p.m.

Corner Meeting House

Chairman Ron Cormier called the meeting to order at 3:10 p.m., also present were Selectman Reginald Caldwell, Selectman Jon Pike., Town Administrator K. Jeanne Beaudin, Administrative Assistant Cary Lagace, Acting Public Works Director Jim Fortin, Fire Chief Jim Davis, Deputy Fire Chief Sean McCarty, Police Lieutenant Mark Lewandoski, Town Planner Candy Daigle, Ron Mitchell, Eric with the Winnisquam Echo and Ray Carbone with the Daily Sun.

Those present stood for the Pledge of Allegiance.

Budget Work Session **Capital Request**

Town Administrator Beaudin advised the Board that she has provided a worksheet that lists all of the Capital requests including those in the CIP schedule, the worksheet has the requests listed with a priority ranking. Chairman Cormier expressed that he would like the Board to try and focus on some specific projects instead of spreading funding over many different accounts and bring some projects to completion. He indicated that it may require the need for a bond; however, he believes it would be nice if the residents could see some of the long standing projects completed. There was discussion regarding the different projects that are ongoing such as Concord Street drainage and sidewalks, Pleasant Valley drainage, waterlines and reconstruction, Library improvements, BRATT Trail and Municipal Buildings and the need to complete the ones that can be completed relatively soon and get some of the others underway too. Chairman Cormier looking at several of the road construction projects expressed that a bond to complete several of them at once would be an option.

Ron Mitchell indicated that he would not be requesting an appropriation this year for Phase II of the BRATT trail as Phase I isn't under way yet. He will be requesting \$20,000 for engineering of Phase II. He feels it's important to wait until the Phase II work is ready to be done to request an appropriation that will be closer to actual costs, opposed to a request today that may not be adequate at the time to work is done.

Town Administrator Beaudin explained that she had recently received an interest rate of 3.92% for a bond request from Northway Bank on another project indicating a decrease in interest rates.

Capital Equipment, Vehicles & Machinery

Chief Davis discussed his request for a used ladder/pumper truck and the replacement of ambulance #3. Chief Davis explained that a used certified ladder/pumper truck can be acquired for approximately \$150,000 to \$200,000 and his request is for \$175,000. He explained that these are certified vehicles that will pass all required inspections for the State of NH and are warrantied for 30 days. Selectman Pike asked if there were service contracts available for purchase, Chief Davis indicated that it would depend on what unit was purchased and where it was purchased from. Chief Davis explained that the ambulance at the Winnisquam station is in need of replacement. The new ambulance would be put into use as the primary ambulance and the others rotated through the two stations. He expected an approximate cost of \$150,000 for the new ambulance which would be the same as the two ambulances currently in use at the main station. The Board agreed to move forward with appropriating funds for a used ladder/pumper, which they felt needed to be increased, but will hold off on appropriating funds for the replacement of ambulance #3. Chairman Cormier moved to increase line item 4902-007 to \$200,000. Selectman Caldwell seconded and the motion passed unanimously. Selectman Pike moved to accept line item 4902-007 in the amount of \$200,000. Selectman Caldwell seconded and the motion passed unanimously.

Chairman Cormier explained that the document restoration is an ongoing project in the Town Clerks office of reserving documents. Selectman Caldwell moved to accept line item 4902-060 in the amount of \$2,000. Selectman Pike seconded and the motion passed unanimously.

Jim Fortin explained the request for the plow truck is to replace an existing older vehicle and reusing the current sander. He has also requested the purchase of a used screening unit. Chairman Cormier suggested that the truck and screen unit be purchased from the Heavy Equipment Capital Reserve account, which has \$105,889 in it and would leave approximately \$40,000 for future purchases. Jim explained that the purchase schedule may need to be adjusted slightly but the next purchase is scheduled to be a dump truck in 2011 for approximately \$150,000. Selectman Caldwell moved to purchase the new plow truck and the used screening unit from the Heavy Equipment Capital Reserve account. In 2008 a warrant article will be placed on the Town Meeting Warrant with offsetting revenue from the Capital Reserve. Selectman Pike seconded and the motion passed unanimously. The Board agreed that if a used screening unit becomes available prior to Town Meeting they will consider expending the funds from the Capital Reserve account sooner.

Candy Daigle explained that the replacement plotter is being requested because the current unit which is a 1999 is not capable of plotting to the current size that has become available through aerial photos and such. Selectman Caldwell moved to accept line item 4902-322 in the amount of \$8,000. Selectman Pike seconded and the motion passed unanimously.

Chairman Cormier explained that State Surplus purchases are for if the State is selling items that the Town can purchase for significantly reduced amount. Town Administrator Beaudin explained that the safety committee is trying something a little different this year by offering training by department instead of group training for all departments, there session is to be held within the next month. Selectman Pike moved to accept line items 4902-700 in the amount of \$1,000 and 4902-701 in the amount of \$5,000.

Capital Improvements Buildings

Chief Davis explained that several storms have damaged the shingles on the roof of the Fire Station and the roof is in need of replacement. He offered several estimates for shingle roof at \$30,000, a steel roof for \$ 23,000 as well as other options. Ron Mitchell offered that an even better roof is the standing seam steel roof which has no screws and last even longer. Chief Davis indicated that he did have an estimate on that style as well which was \$49,000. He noted that the cost of the roof which ever one is decided on will include ice breakers which are a necessity. He also noted that he has been advised that the cost of steel is rising significantly. The Board felt that with several options available and the cost of steel increasing that the request should be increased. Selectman Caldwell moved to increase line item 4903-010 to \$50,000. Selectman Pike seconded and the motion passed unanimously. Selectman Caldwell moved to accept line item 4903-010 in the amount of \$50,000. Selectman Pike seconded and the motion passed unanimously.

Town Administrator Beaudin explained that an energy audit was performed on the Mill, Town Hall, Public Works and the Police Station which showed that for a cost of approximately \$23,400, half of which PSNH pays leaving \$11,700 cost to the Town; a savings of approximately \$6,400 per year for all buildings combined would be seen. Selectman Caldwell moved to accept line item 4903-011 in the amount of \$11,700. Selectman Pike seconded and the motion passed unanimously.

Chairman Cormier explained that he had requested that the furniture at the Corner Meeting House be upgraded. Town Administrator Beaudin indicated that the amount presented represents catalog price for tables and chairs for both upstairs and downstairs. Chairman Cormier expressed that the State contract price would be approximately half of the catalog price and suggested a reduction to \$8,500 and follow up with the company to confirm State contract pricing. Selectman Pike moved to decrease line item 4903-301 to \$8,500. Selectman Caldwell seconded and the motion passed unanimously. Chairman Cormier moved to accept line item 4903-301 in the amount of \$8,500. Selectman Caldwell seconded and the motion passed unanimously.

Town Administrator Beaudin explained that the Police Department request included replacement furniture for \$14,900, flooring for \$26,900, HVAC upgrade for \$5,920 and video monitoring for \$8,150. The Board agreed that the flooring price looked high and they would like that looked into further, perhaps considering carpeting instead and asked Lieutenant Lewandoski to advise the Chief. The Board made no decision at this time.

Capital Improvements except Buildings

Initially the Cemetery Trustees had request funding for headstone repairs and following a conversation with David Morse, Town administrator Beaudin advised that they had agreed that the funding should be requested through the Capital Reserve Cemetery Maintenance account. She noted that David is doing additional research regarding this type of maintenance. Chairman Cormier moved to \$0 line item 4909-009. Selectman Caldwell seconded and the motion passed unanimously.

Town Administrator Beaudin explained that she had been able to reduce some of the monitoring but with the recent fuel tank situation she has needed the additional funding. Selectman Caldwell moved to accept line item 4909-022 in the amount of \$20,000. Selectman Pike seconded and the motion passed unanimously.

Candy Daigle explained that the Conservation Commission has been very active and this latest project will go along with the Natural Wildlife inventory that they had done and will be very useful to the Land Use office as well. It is a logical next step for the Commission to have this done. Selectman Pike moved to accept line item 4909-302 in the amount of \$12,000. Selectman Caldwell seconded and the motion passed unanimously.

Town Administrator Beaudin reviewed the Pleasant Valley waterline, drainage and reconstruction project which is expected to cost approximately \$1,500,000, which will be partially funded by a grant. Selectman Pike noted that he thought that people at Town Meeting didn't understand that this is not a mobile home park and that the roads are Town owned and maintained. The Board discussed that perhaps the project could be broken up over a couple of years, Town Administrator Beaudin noted that with the grant funding the project must be done as a whole. David McLelland was present and advised the Board that there had been 10 or so waterline breaks this year. Selectman Pike moved to accept line item 4909-502 in the amount of \$1,500,000. Selectman Caldwell seconded and the motion passed unanimously.

Primex Presentation

At 5:05 Primex representatives, Nick Manolus and Phillip St. Cyr, were present to provide the Board with information regarding the Town's Workers Compensation policy. They provided statistical data regarding claims and how rates are set for individual members. They explained that funds are pooled and utilized by all members. The Board thanked Nick and Phil for coming.

Town Administrators Report Wage and Salary Study

Town Administrator Beaudin explained to the Board that she had received the draft Wage and Salary study and upon review worked with LGC to make adjustments to the pay scale to more accurately reflect where the Town is today. The survey data that they had collected and worked with was good. Town Administrator Beaudin is recommending the Board accept the study and scale as proposed. Selectman Caldwell moved to accept the Wage and Salary study as presented. Chairman Cormier seconded and the motion passed unanimously.

911 ALI Liaison Appointments

Town Administrator Beaudin explained to the Board that Verizon is creating a new database for 911 routing and has asked that a liaison and an alternate be appointed for them to have contact with. Deputy Fire Chief McCarty as the current 911 Coordinator and Renee Jesseman as his back up are being recommended as the contacts. Selectman Caldwell moved to appoint Deputy Fire Chief Sean McCarty as the 911 ALI Liaison and Renee Jesseman as the alternate. Selectman Pike seconded and the motion passed unanimously.

New Well

The initial bond for this project was expected to be \$180,000, however through the auditors researching unexpended fund balance the required funding has been reduced to \$75,000 which Northway bank has provided a commitment letter for this amount with a 3.92% interest rate for a period of 10 years. The bond was taken for 10 in order to lessen the burden on the water user rate. Selectman Pike moved to accept the Northway Bank commitment letter for the New Well project. Selectman Caldwell seconded and the motion passed unanimously.

Miscellaneous

Town Administrator Beaudin provided the Board with the rate structure from Bestway Disposal for the drop off facility on Route 140 per Chairman Cormier's request. He asked that the rate structure sheet be made available at Town Hall for all residents. Town Administrator Beaudin advised the Board that Rick Ball had spoken to the recycling coordinator at the school and they are bringing approximately 1200 pounds of paper per month for recycling. She commented that Town Hall has been sorting recyclables as well.

The Board reviewed a letter received from the State of NH indicating that they wish to retain the properties in the area of Route 3 for their own future use, that the Town had requested they be allowed to get back. Chairman Cormier asked that a copy of the letter be given to Ron Mitchell.

The Board reviewed a letter from Youth Service Bureau (YSB) indicating the number of Belmont residents that utilized their program. Chairman Cormier stated that he had received a call from Jen Gagnon of YSB and explained to her the Board's concern with what appears to be a very high funding request for a program that gets used by a relatively small number of Belmont residents. He had suggested to her that the program consider looking for grants to help with their funding instead of leaving the burden on the few Towns that receive funding requests. He noted that the letter indicates approximately six residents used the program which equates to approximately \$6,000 per person program. Town Administrator Beaudin pointed out that the letter indicates that they provide some truancy and other school related assistance that perhaps the school should be asked to help cover the cost of. Chairman Cormier asked the Mike Cozort be contacted to find out if the school does provide any funding for this program before any decision is made.

Minutes

Chairman Cormier expressed that he does not agree with the Fireworks Ordinance as it is written and feels that the required process is too extensive and would like the class C portion to be rewritten.

Selectman Caldwell moved to accept the minutes of the September 24, 2007 meeting as written. Chairman Cormier seconded and the motion passed unanimously. Selectman Pike abstained.

Capital Reserve

The Board discussed sidewalks and that approximately \$20,000 is needed to finish Concord Street and the engineering for the Church Street sidewalk is underway. Per their previous discussion regarding moving the Cemetery Headstone Repair request be moved to Capital Reserve, Chairman Cormier moved to increase line item 4915-008 to \$12,000. Selectman Caldwell seconded and the motion passed unanimously. Following discussion that the Heritage Commission hasn't appeared to be active and no funding has been needed to this point, Selectman Caldwell moved to decrease line item 4915-320 to \$5,000. Selectman Pike seconded and the motion passed unanimously.

The Board additionally discussed the information technology request and Town Administrator Beaudin explained that the program for computer replacement has remained the same, except that there are upgrades that need to be made in the Land Use computers due to the extensive GPS programs that Rick Ball is using. The request also includes the contract cost

for the BMSI Tax program. The Assessing request is to build for the future revaluation and State certification costs. Selectman Pike moved to accept all Capital Reserve accounts as requested or as amended except line items 4915-004, 4915-050, 4915-201 and 4915-205. Selectman Caldwell seconded and the motion passed unanimously.

Non-Public Session

Chairman Cormier moved to enter non-public session at 6:25 p.m. in accordance with RSA 91-A:3 II (c). Roll call was taken and those present and voting were Ronald Cormier, Reginald Caldwell and Jon Pike. Also present were Town Administrator Beaudin and Administrative Assistant Cary Lagace.

Chairman Cormier adjourned the non-public session at 6:50 p.m.

Selectman Caldwell moved to accept line item 4915-004 in the amount of \$30,000 and line item 4915-050 in the amount of \$50,000. Selectman Pike seconded and the motion passed unanimously.

Adjournment

The meeting adjourned at 6:51 p.m.

Ronald Cormier, Chairman

Reginald Caldwell

Jon Pike