

## Selectmen's Meeting Minutes

December 1, 2008, 5:00 p.m.

Corner Meeting House

Chairman Cormier called the meeting to order at 5:00 p.m.; also present were Selectman Pike, Selectman Caldwell, Town Administrator K. Jeanne Beaudin, Administrative Assistant Cary Lagace, Police Chief Vinnie Baiocchetti, John with the Citizen.

Those present stood for the Pledge of Allegiance.

### **Minutes**

Selectman Pike moved to accept the minutes of the November 17, 2008 meeting as written. Selectman Caldwell seconded and the motion passed unanimously.

### **CDFR Grant Documents**

Town Administrator Beaudin reviewed with the Board the grant documents for the Pleasant Valley project. She noted the documents had been signed and had been reviewed by Town Counsel and the project is ready to go forward in the spring. The easements are currently in the process of being attained.

### **Maple Hill Easement**

The Board reviewed an easement for the Maple Hill project that allows the Fire Department to utilize the fire cistern on the property.

Selectman Caldwell moved to approve the easement allowing the Fire Department to use the fire cistern on the Maple Hill property. Selectman Pike seconded and the motion passed unanimously.

### **Police Department Vacancy Appointments**

The Board reviewed two memos from Chief Baiocchetti regarding the hiring of new full time officers.

The first was a recommendation to hire Ryan Nolan as a full time police officer with the following conditions, annual salary grade 15/step 1 \$37,054.67 on the 2007 scale, participation in NH Group II retirement system, successful completion of a 1 year probation period,

successful completion of the Department Field Training Program, Successful completion of the requirements set forth by the NH Police Standards and Training Council and successful completion of a medical physical. He will start employment effective December 28, 2009.

Mr. Nolan is originally from the Lakes Region area and has been employed part time with the New Hampton and Sanbornton Police Departments and is a certified part time police officer.

Selectman Caldwell moved to hire Ryan Nolan with the previously noted conditions. Selectman Pike seconded and the motion passed unanimously.

The second was a recommendation to hire Evan Boulanger as a full time police officer with the following conditions, annual salary grade 15/step 2 \$37,610.49 on the 2007 scale, participation in NH Group II retirement system, successful completion of a 6 month probation period, successful completion of the Department Field Training Program, successful completion of the requirements set forth by the NH Police Standards and Training Council and successful completion of a medical physical. He will start employment effective December 14, 2009.

Mr. Boulanger is originally from the Lakes Region area and has been employed part time with the NH Marine Patrol and currently works for Gilmanton Police Department as a certified full time police officer.

Selectman Pike moved to hire Evan Boulanger with the previously noted conditions. Selectman Caldwell seconded and the motion passed unanimously.

### **Cooperative Joint Board Appointments**

Town Administrator Beaudin advised the Board that she and Brenda Paquette currently serve as the Belmont representative and alternate to the Cooperative Joint Board and their terms expired November 30, 2008 and are requesting that the Board reappoint them to those same positions for a three year term. She noted that the Board is a group of 27 member communities for the recycling and solid waste cooperative.

Selectman Caldwell moved to appoint Jeanne Beaudin as member to the Joint Board and Brenda Paquette as the alternate for a three year term. Selectman Pike seconded and the motion passed unanimously.

### **Water Department Bond**

Town Administrator Beaudin explained that the 2007 Water Department bond had been reduced by using their fund balance and due to some unexpected well service that is needed an additional \$16,000 is needed and she is requesting that the Board authorize borrowing against the balance of the bond at 4.09% to cover the necessary repairs.

Selectman Caldwell moved to authorize borrowing against the 2007 bond as requested. Selectman Pike seconded and the motion passed unanimously.

### **Town Clerk Fee Policy Adoption**

Per the Boards request the Town Clerk's office provided the following as the proposed fee schedule for her office, effective January 1, 2009.

Copies: 8.5 x 11 \$1.00 each, Tax Cards \$1.00 each, Large Maps/ plans \$5.00 each, Land Use Ordinance/Reg. \$5.00 each, Land Use Ordinance Book \$50.00

Dog Registration: Pup 0-7 mos. \$4.50, Dog 8mos & up \$6.50, Owner 65yrs+ \$2.00

Municipal Agent Fee: \$3.00

Marriage/Civil Union License: \$45.00

Vital Records (Marriage Birth & Death): Certificate 1<sup>st</sup> Copy \$12.00, each additional copy \$8.00

Notary Services: Non-Resident \$1.00 per page, Resident 1 to 5 pages: Free, 6+ pages \$1.00 per page

Bad Checks: \$25.00

Tax Disc: \$25.00

Selectman Caldwell moved to approve the fee schedule as proposed. Selectman Pike seconded and the motion passed unanimously.

### **PD Budget Item**

Town Administrator Beaudin explained that because the Chief had removed the proposed SRO position from his budget it needs to be amended to reflect that change.

Selectman Caldwell moved to zero out line item 4210-141. Selectman Pike seconded and the motion passed unanimously.

There was discussion that the School Board is discussing the offsetting revenue of \$25,000 for the existing SRO positions and they may request input on the officers' attendance at the school.

### **Highway Block Grant**

Town Administrator Beaudin advised that the State has sent notice of Highway Block Grant funds for \$171,955.60.

Selectman Pike moved to amend the Highway Block Grant budget to \$171,955.60. Selectman Caldwell seconded and the motion passed unanimously.

### **Parks & Recreation Equipment Budget**

Parks and Recreation Director Janet Breton realized an error in her equipment line item in her budget and is requesting it be reduced to \$1,300.

Selectman Caldwell moved to amend line item 4520-302 to \$1,300. Selectman Pike seconded and the motion passed unanimously.

## **Draft Belknap County Commissioners Budget**

The Board was given for their review the Belknap County Commissioners proposed budget for 2009, Town Administrator Beaudin noted that the budget appears to be more detailed than in years past.

## **Comstar Billing Memo**

The Board reviewed a memo from Fire Chief Davis advising that he is working with the ambulance billing service in looking at how to optimize the revenue from Comstar. It was noted that the rates have been the same for several years.

## **Non-Public Session**

Chairman Cormier opened the non-public session at 5:20 p.m. in accordance with RSA 91-A:3 II (c) - Roll call was taken those present and voting were Ron Cormier, Jon Pike and Reginald Caldwell. Also present were Town Administrator Jeanne Beaudin, Administrative Assistant Cary Lagace, Code Enforcement Officer Steve Dalton, Attorney Laura Spector, Attorney Jeff Belanger and Helmut Busack.

Chairman Cormier closed the non public session at 6:00 p.m.

The Board agreed that they would consider additional information relative to Helmut's request at their meeting on December 15, 2008.

Chairman Cormier opened the non-public session at 6:05 p.m. in accordance with RSA 91-A:3 II (b) - Roll call was taken those present and voting were Ron Cormier, Jon Pike and Reginald Caldwell. Also present were Town Administrator Jeanne Beaudin, and Fire Chief Jim Davis.

Chairman Cormier closed the non public session at 6:55 p.m. No decisions were made.

## **Next Meeting**

The next regular Board of Selectmen's meeting will be Monday, December 15, 2008 at 5:00 p.m., at the Corner Meeting House.

## **Adjournment**

The meeting adjourned at 7:00 p.m.

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Ronald Cormier, Chairman

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Reginald Caldwell

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Jon Pike