

Selectmen's Meeting Minutes

December 15, 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, Public Works Director Jim Fortin, Budget Committee Chairman Ron Mitchell, Fire Chief Jim Davis, Deputy Fire Chief Sean McCarty, Ray Carbone with the Daily sun and Eric Zygmunt with the Winnisquam Echo.

Those present stood for the Pledge of Allegiance.

Minutes

Selectman Pike moved to accept the minutes of the December 1, 2008 meeting as written. Selectman Caldwell seconded and the motion passed unanimously.

Recreational Trails Program Grant Authority

Town Administrator Beaudin explained that the Conservation Commission is asking that Rick Ball be authorized to apply for the Recreational Trails Program Grant.

Selectman Caldwell moved to authorize Rick Ball to apply for the Recreational Trails Program Grant. Selectman Pike seconded and the motion passed unanimously.

FM Global Fire Prevention Grant

The Board reviewed information regarding the FM Global Fire Prevention Grant. Deputy Fire Chief McCarty explained that the grant is \$1,500 and is to be used to purchase a digital camera and accessories to assist in documenting data at fires for investigation purposes. He noted that the grant is 100% funding with no matching funds required.

Selectman Pike expressed job well done with other Board members agreeing. Selectman Caldwell expressed gratitude for their work on the Children's Auction as well.

Sidewalk Snow Removal Policy

Town Administrator Beaudin explained that following the RSA pertaining to sidewalk clearing a Snow Removal Policy was developed and has been reviewed by Town Counsel and

Public Works Director. The policy outlines that the downtown sidewalks will continue to be plowed as in the past but the policy does indicate that the Route 3 sidewalks at the Mall and Mosquito Bridge will not be plowed by the Town. Selectman Pike asked if this policy will be modified as sidewalks are added to the downtown area. Town administrator Beaudin indicated that it will. Chairman Cormier suggested the dates be amended to include all of April as we have had snow well into April in the past, Town Administrator Beaudin noted that she would change the date to May 1st.

Selectman Caldwell moved to accept the Snow Removal Policy as amended. Selectman Pike seconded and the motion passed unanimously.

Town Hall Holiday Closure

Town Administrator Beaudin asked the Board to authorize Town Hall to close December 24th at 1:00 as in years past with employees using personal time.

Selectman Caldwell moved to close Town Hall at 1:00 December 24th with staff using personal time. Selectman Pike seconded and the motion passed unanimously.

Town Clerk Fee Policy Amendment

Following the Boards adoption of the Town Clerks fee policy at their last meeting it was determined that the Town could not make a distinction between fees for residents versus non residents for notary fees, therefore the fee schedule has been amended to correct that as well as the addition of a fee for Adult Dog non-neutered fee.

Selectman Pike moved to accept the fee policy as amended. Selectman Caldwell seconded and the motion passed unanimously.

Budget Adjustments

Town Administrator Beaudin explained that at the last Budget Committee meeting some budget adjustments were made.

Selectman Caldwell moved to amend the Cemetery line item 4195-999 to \$7,875. Selectman Pike seconded and the motion passed unanimously.

Selectman Caldwell moved to amend the Library line item 4550-300 to \$22,835. Selectman Pike seconded and the motion passed unanimously.

Town Administrator Beaudin explained that the Budget Committee felt because of the large sidewalk project being done next year that the Capital Reserve-Sidewalk line item be zeroed out for 2009 for the Church Hill project. Selectman Pike stated he feels that there needs to be funds added each year even though the other projects will be done in 2009 there still needs to be fund put aside for the Church Hill project which the Town knows will happen in the future. Chairman Cormier noted that the Budget Committee was looking to trim back and felt this was an area that they could do that. Selectman Pike suggested that the line item be reduced but not zeroed out. Budget Committee Chairman Ron Mitchell felt that leaving \$10-20,000 in the line item would not be a problem with the committee.

Selectman Pike moved to amend the Sidewalk Capital Reserve line item 4951-004 to \$20,000. Selectman Caldwell seconded and the motion passed unanimously.

Police Chief Baiocchetti at the Budget meeting reduced his Vehicle Capital reserve line to \$30,000 in anticipation of purchasing a small more economical car for his replacement vehicle and his car would go to the Code Enforcement Office.

Selectman Caldwell moved to amend line item 4915-006 to \$30,000. Selectman Pike seconded and the motion passed unanimously. Town Administrator Beaudin noted that next year his vehicle request will go back to the usual request of \$65,000.

Town Administrator Beaudin explained that a savings in the highway projects has allowed a reduced request for the Highway Capital reserve account.

Selectman Caldwell moved to amend line item 4915-205 to \$650,000. Selectman Pike seconded and the motion passed unanimously.

Town Administrator provided a list of encumbrances; Chairman Cormier read the list as follows:

CO Rt 3 Waterline Repl/Reloc BOND State of NH DOT	4909-501	\$40,358.65
CO WD Well Number 3	4909-503	\$124,805.11
CO Island Concord St & Rte 106	4909-004	\$15,000.00
CO Library Architectural Plans	4909-025	\$14,351.69
CO Impact Fee Studies	4909-402	\$13,000.00
Winni Scenic Trail	4909-005	\$311,518.39
Winni Scenic Trail	4909-005	\$69,942.85
LU Legal & Prof Svcs BCCD & Zoning Amendment	4191-275	\$2,500.00
Highway Block Grant 2008	4319-001	\$49,735.28
Video Equipment & Training PO – Metrocast	4902-062	\$5,000.00
Video Equipment – Metrocast	4130-250	\$399.58
LU Plotter – PO Great Northern Video	4902-322	\$2,446.00
CO Wetlands Inventory – Conservation Commission	4909-302	\$1659.40
CO Pleasant Valley Impr Project – Bond/Grant	4909-502	\$1,634,545.97

Selectman Pike moved to accept the 2008 Encumbrance List as presented. Selectmen Caldwell seconded and the motion passed unanimously.

Busack Property Recommendations

Town Administrator Beaudin explained that following a non-public session at their last meeting with Mr. Busack and the Town's Attorney present, Town Counsel has recommended the Board make the following motion. Chairman Cormier read; On December 1, 2008, this board met with Mr. Busack, Mr. Dalton, Ms. Beaudin and Town Counsel in non-public session to discuss alleged violations on Mr. Busack's property. The meeting was held in non-public pursuant to RSA 91-A:3, II(c) at the request of Mr. Busack, who alleged that there would be matters discussed which had the potential to adversely affect the reputation of a person who is not a member of this board.

As a result of the information discussed at that meeting, I move that this board take no enforcement action regarding the animals on the property, which Mr. Busack alleges are pets and not agricultural animals as that term is used in our zoning ordinance. While we recognize that staff has determined that the animals are agricultural animals, we feel that the town's limited resources should not be utilized to undertake an enforcement action regarding this issue. Should the number, type or conditions of the animals change, the board reserves the right to revisit this finding.

I also move that this board take no action regarding the junkyard conditions of the property at this time, provided Mr. Busack makes progress in removing the junk materials from the property, and meets again with this board at its first meeting following June 1, 2009 to update the board on his progress. Should the progress as of June 1, 2009 be unsatisfactory, the board may at that time decide to proceed with enforcement measures. Selectman Pike seconded and the motion passed unanimously.

Woodland Drive Memo

The Board reviewed a memo from the Land Use Office providing options for acceptance of the road provided the Board would grant a waiver. The memo stated that with the bond from the project the majority of the work had been completed however the road needs to be bounded in order to be accepted as a Town road. If the Board isn't inclined to offer the waiver the land owners may choose to pay for the bounding the memo stated. Selectman Pike stated that he has a problem with the Land Use Office not properly bonding these types of projects and it coming to the Board for some type of waiver. Town Administrator Beaudin pointed out that the escrow that the Land Use office required was based on the application for the road to be to private road standards, not to Town road standards. Selectman Pike suggested that the process may need to be changed. Chairman Cormier expressed frustration that for the last several years each time the Board is asked for some type of waiver it involves the same individual and the Board should not waive anything on this project. Budget Committee Chair Ron Mitchell commented that unfortunately the people of the development have been dealing with this for years however Mr. Brouillard is given permission for addition subdivisions when he hasn't completed commitments to prior subdivisions.

Chairman Cormier suggested an emergency lane for the road, however Town Administrator Beaudin pointed out that the road does not meet the requirements for that designation. Selectman Pike suggested the planning office set the bounds for the road, Town Administrator Beaudin explained that it has to be done by a licensed individual. She went on to say that each property owner there knew they were purchasing on a private road, and although Mr. Brouillard did upgrade the road, it isn't to Town road standards. She noted that the escrow had been used to take care of sewer covers, driveway aprons and guardrails and the only item left is the bounding which there are no further funds to cover. The Board agreed that they would not offer a waiver however the owners could be offered a betterment assessment for bounding if they so desired.

Fire Department Equipment Recommendation

Chairman Cormier explained that several weeks ago the Fire Department had put forward a request for a new engine which the Board chose not to support, but asked that further analysis of the departments' equipment be made as the previous fire study indicated that there may be more equipment than necessary. He stated that Chief Davis had prepared a plan that would downsize the equipment from 10 pieces (3 Ambulances & 7 Firefighting apparatus) to 7 pieces of equipment (2 Ambulances & 5 Firefighting apparatus) by 2012. The first step would be to trade to old engines for one new engine with the balance after trade in being paid from Comstar funds.

Chief Davis added that when he took over as chief the Board asked him to look at things differently and consider downsizing and relocation of equipment. He feels with the plan that he is putting forward he will address several issues; outdated equipment, excess equipment and vacating Winnisquam Station building. The engine they would buy would be equipped from the old engines with the only equipment needing to be purchased would be radios. Selectman

Pike commented that he thinks it is a good plan but he wants the plan to be stuck to. Selectman Caldwell expressed his support with the condition that the plan is used as presented.

Budget Chair Ron Mitchell commented that the Budget Committee had supported the purchase of a truck last year and another one this year might be tough to get passed, however he felt that if good documentation of the process for this purchase were forwarded to the committee well in advance of their next meeting it would provide more time for them to consider it.

Chairman Cormier stated that the closure of the Winnisquam Station opens possibilities for other use of the building; such as a Community Center for recreation programs, meeting space for the Bogie Busters and Boys Scouts and other community groups. He added that although it is away from the center of Town it is relatively close to the Town Beach. Selectman Pike indicated that he would like a Community Center to remain in the Village area but agrees that the Town should keep the building in Winnisquam. Budget Chair Ron Mitchell noted that in Laconia they have park houses throughout the community and they use theirs as a source of income through rental in addition to their own programs. Town Administrator Beaudin added that Parks & Recreation Director Janet Breton is enthusiastic about the use of the space in Winnisquam; she has already used it for programs.

Selectman Pike moved accept the Fire Department proposal to trade in two engines for the purchase of one new engine with the funds from Comstar being utilized for that purchase in the amount of \$320,000. Selectman Caldwell seconded and the motion passed unanimously.

Fire Chief Davis commended all those that helped throughout the recent ice storm and noted that the tree trimming program in town paid off with relatively few problems. The Board expressed their thanks as well. Town Administrator Beaudin noted that following this storm preparation is being made for generator hookups for each Town building to assist in heat maintenance in future power outage situations.

Next Meeting

The next regular Board of Selectmen's meeting will be Monday, January 5, 2009 at 5:00 p.m., at the Corner Meeting House.

Adjournment

The meeting adjourned at 6:20 p.m.

Ronald Cormier, Chairman

Reginald Caldwell

Jon Pike