

## Selectmen's Meeting Minutes

April 20, 2009, 5:00 p.m.

Corner Meeting House

Chairman Ronald Cormier called the meeting to order at 5:00 p.m.; also present were Selectman Jon Pike, Selectman David Morse, Town Administrator K. Jeanne Beaudin, Administrative Assistant Cary Lagace, Fire Chief Jim Davis, Building Inspector Steve Dalton, Town Planner Candace Daigle, Public Works Director Jim Fortin, Donna Cilley, and Daily Sun Reporter Kinney O'Rourke.

Those present stood for the Pledge of Allegiance.

### Minutes

Selectman Morse moved to accept the minutes of the March 30, 2009 meeting as written. Selectman Pike seconded and the motion passed unanimously.

Selectman Morse moved to accept the minutes of the April 6, 2009 meeting as written. Selectman Pike seconded and the motion passed unanimously.

### Investment Policy Amendment

Town Administrator Beaudin stated that the auditors noted that during their most recent audit that the investment Policy should be amended annually. The current amendment includes a change in the language regarding asset investment in accordance with RSA.

Selectman Morse moved to accept the Investment Policy as amended. Selectman Pike seconded and the motion passed unanimously.

### Horne Road Project Bids

Town Administrator Beaudin advised the Board that on April 7<sup>th</sup> the bid opening was held for the Horne Road project at the Corner Meeting House. There were 8 bids and following that bid opening, she and the Public Works Director Jim Fortin are recommending that the Board, authorize the Chairman to award the bid the Jeremy Hiltz Construction, the low bidder at \$714,022.50, and sign the appropriate documents. She noted that the project is waiting on a wetlands permit but it is expected to be received by April 30<sup>th</sup>. Chairman Cormier asked if they

would be subcontracting out the paving portion of the project, Town Administrator Beaudin indicated it was her understanding that Pike Industries bid on the paving as a subcontractor. Selectman Morse asked if bonds are required for this type of project, Town administrator Beaudin stated, yes.

Selectman Pike moved to accept the bid from Jeremy Hiltz Construction for \$714,022.50 and further authorize the Chairman of the Board to execute the related contracts. Selectman Morse seconded and the motion passed unanimously.

### **Sand Circle**

Town Administrator Beaudin explained that in 2008 Sand Circle was taken by Tax Collector's deed. Gunstock Construction, LLC the previous owner had received conditional approval from the Planning Board for a subdivision there. The Town has been approached requesting a repurchase of the property. She noted that there are 2 processes the Board can follow to dispose of this property, first would be to put it out to bid and sell it by that manner or second, can negotiate a repurchase option with the previous owner. The outstanding taxes and interest are \$7100.91, plus recording fees of \$33.00, plus an administrative fee of \$1,000.00. Mr. Deducca on behalf of Gunstock Construction, LLC will pay these charges with the condition that the taxes must stay current, if the Board accepts this proposal. They would have to go through the subdivision process again. Selectman Pike asked how the Town can mandate that taxes be kept current, Town Administrator Beaudin expressed that they can't be mandated but it will be a verbal agreement. Town Planner Candy Daigle noted that they had received conditional approval on the subdivision before; she also noted that their intention would be to bring the road up to Town standards for acceptance by the Town in the future.

Selectman Pike moved to accept \$8,133.81 for the repurchase by Gunstock Construction LLC of the Sand Circle property. Selectman Morse seconded and the motion passed unanimously.

### **Building Permit Fees Amendment**

Building Inspector Steve Dalton was present to discuss an amendment to the Building Permit fees related to the construction of retaining walls. Steve noted that it had come to his attention that the fees associated with constructing large retaining walls were excessive and recommends a flat fee for the permit determined by the square footage of the project, \$25.00 for less than 100 sq. ft. and \$50.00 for more than 100 sq. ft.

Selectman Morse moved to accept the building permit fees as amended. Selectman Pike seconded and the motion passed unanimously.

### **Other New Business**

Town Administrator Beaudin advised the Board that the tax bills will be issued on Friday, with a due date of July 1<sup>st</sup>. She also noted that during a Manager's meeting that she attended last week there was a discussion regarding Charter form of government. She indicated that it was an interesting process that is a combination of the SB2 and traditional Town Meeting processes and a commission is established to prepare the charter for consideration by the voters, it must also be approved by the State Attorney General's office.

### **Corner Meeting House Facility Use Policy**

Town Administrator Beaudin explained that the amended Corner Meeting House facility use policy's only change is in the number of people that can be in the building at any given time as determined by the Fire Chief and Building Inspector. There was additional conversation regarding the facility use policy at the Winnisquam Fire department and it was noted that residents' primary concerns right now are fees associated with the use of the facility. It was noted that several policies are being considered but would be reviewed by the Board at a future meeting.

Selectman Morse moved to accept the Corner Meeting House Facility Use Policy as amended. Selectman Pike seconded and the motion passed unanimously.

### **Residential Health & Safety Inspection Program Ordinance**

Building Inspector Steve Dalton discussed with the Board the proposed Residential Health & Safety Inspection Program Ordinance. In this second draft document Steve highlighted the amended fee associated with the inspection, \$50 for the first unit and \$25 for any additional units, as well as the 60 day time frame for the owner to correct any noted violations. Chairman Cormier asked if there were provisions to handle excessive cases that may require the situation be handled more quickly. Steve advised that by RSA there is a provision to order a cease and desist if necessary. It was noted that a public hearing is necessary to accept the ordinance, which will be held at the Board's May 4<sup>th</sup> meeting.

Donna Cilley asked how the revenues from this new process would be allocated and if they would be used to offset the Building Departments budget. Chairman Cormier stated that the revenues would go into the general fund and be used to offset the budget, as revenues are not typically earmarked for specific budget items. Donna asked how the amount of the fee was established for this process, Selectman Morse explained that he had done an estimate of time that may be required to perform the inspection process and based it on that, which he believes is fair.

### **Fiber Optics – Metrocast Franchise Agreement**

Town Administrator Beaudin explained that there is a \$10,000 grant available through the Town's franchise agreement with Metrocast for the upgrade to fiber optics. The School District has approached the Town to request that if the Town is not going to utilize any of the grant that they authorize the School District to utilize it as they are preparing to upgrade their systems to fiber optics. Although the grant would not cover the entire cost of the upgrade the School District is prepared to cover the remaining cost for the upgrade.

Town Administrator Beaudin noted that she has spoken with the Town's contracted IT administrator and he has indicated that the expense of the Town upgrading to fiber optics outweighs the benefits at this time. Town Administrator Beaudin explained that the franchise agreement renews with Metrocast in 2013 and perhaps an additional grant could be negotiated at that time if the Town were to consider an upgrade to fiber optics in the future. It was discussed that the School District is looking at the option that would allow a possible connection with libraries.

Selectman Pike moved to authorize a letter be written to Metrocast allowing the School District to utilize the entire \$10,000 grant. Selectman Morse seconded and the motion passed unanimously.

**Non-Public Session**

Chairman Cormier called the non-public session to order at 5:56 pm in accordance with RSA 91-A: 3 II (b). Roll call was taken and those present and voting were Ronald Cormier, Jon Pike and David Morse. Also present were Town Administrator Jeanne Beaudin and Public Works Director Jim Fortin.

Chairman Cormier closed the non-public session at 7:00 p.m.

The Board agreed that Selectman Cormier and Town Administrator Beaudin will meet with the Water Department employee prior to his return to work.

**Next Meeting**

The next regular Board of Selectmen's meeting will be Monday, May 4, 2009 at 5:00 p.m., at the Corner Meeting House.

**Adjournment**

The meeting adjourned at 7:01 p.m.

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Ronald Cormier, Chairman

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Jon Pike, Vice Chairman

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David Morse