

Selectmen's Meeting Minutes

April 6, 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, Deputy Fire Chief Sean McCarty, Building Inspector Steve Dalton, Town Planner Candace Daigle, Attorney John Giere, Glenda Hill, Harrison Haas of the Citizen, Daily Sun Reporter Kinney O'Rourke.

Those present stood for the Pledge of Allegiance.

Minutes

Selectman Pike moved to accept the minutes of the March 16, 2009 meeting as written. David Morse seconded and the motion passed unanimously.

Public Hearing to accept Stonington Drive

Chairman Cormier opened the public hearing for acceptance of Stonington Drive at 5:02 p.m. Town Administrator Beaudin noted that the Board has received a packet of information from Town Planners Candace Daigle containing the history of the project and indicated the road is ready for acceptance by the Town. Chairman Cormier asked if there were any exceptions being made for this road, Candy Daigle expressed there are no exceptions and the road is all set. Selectman Pike asked if the original project intended for the Town to accept the Road, Candy Daigle stated yes. Candy noted that this is to include the cistern lot as well. With no further discussion Chairman Cormier closed the public hearing at 5:04 p.m.

Selectman Pike move to accept Stonington Drive and the cistern lot. Selectman Morse seconded and the motion passed unanimously.

Chairman Cormier moved to set the speed limit at 30mph and accept deed with associated easements for Stonington Drive. Selectman Pike seconded and the motion passed unanimously.

Purchasing Policy Adoption

Town Administrator Beaudin indicated that the policy had been updated for annual renewal per the request of the auditors. It also includes a change requesting department heads have the purchase order signed prior to the actual purchase. She noted that currently purchase orders over \$500 require an additional signature, over \$5,000 requires 3 quotes and over \$25,000 requires going out for bid, with the Board of Selectmen reserving the right to waiver these requirements if desired.

Selectman Pike moved to amend the purchasing policy as proposed. Selectman Morse seconded and the motion passed unanimously.

Facility Use Policy - Draft

The Board reviewed a draft copy of a facility use policy that incorporates changes for the use of the Winnisquam Fire Department building. The changes were made with the help of Parks & Recreation Director Janet Breton and Fire Chief Jim Davis and include a rental option of that facility. The proposed fees would be \$75 for non-profits doing fundraising, \$100 for private use and would include a cleaning fee. Town Administrator Beaudin indicated that at this time the rental only pertains to the WFD building and not other Town buildings such as the Corner Meeting House.

Selectman Pike asked what the fees were previously to rent the building and pointed out that the key access from 7:30-4:00 doesn't work and someone would need to be available to get the key back especially on weekend rentals. He also noted that inspections should be required and there should be a contact person available. Town Administrator Beaudin noted that currently the facilities that are lent out are scheduled through the receptionist.

Chairman Cormier commented that there probably should be separate facility use policies due to the fact that the buildings uses are so different and one will be rented and one won't. He also noted that he thinks the WFD building will be used primarily for recreation events and scheduling and maintenance should be handled by the Recreation Department. There was additional discussion regarding whether or not a town employee needs to be present and the use of alcohol at the facility. Chairman Cormier expressed that if the use of the facility is made to be too burdensome it won't get used, he asked that the policy be redone to be similar to other neighboring communities that may already have a policy in place that works well.

Residential Health & Safety Inspection Program Ordinance

The Board reviewed a Residential Health & safety Inspection Ordinance submitted by Building Inspector Steve Dalton that describes a process and fee schedule for the inspection of residential rental units. Selectman Morse promptly pointed out that the \$20 fee just isn't enough to cover the actual costs that would be associated with this type of inspection. Steve Dalton advised that he was open for suggestion of the fee schedule. Selectman Morse explained that the contacting of the owner, scheduling a meeting and actually conducting the inspection, administratively is more than \$20. He suggested \$50 for the first unit and \$20 for additional units at the same location and \$70 for duplexes. Selectman Pike expressed that he didn't want to see the business owners in town be subjected to additional fees. Steve explained that there are issues that are being observed and they are being addressed but there needs to be a better process for discovery of violations and getting violations resolved. He feels with the current economy landlords may be looking to cut corners which would put the tenant at risk. Steve further explained that the proposal is to inspect half of the units the first year and half of the

units the second year so they will actually be inspected every two years once the first cycle is worked through. The units that have pre-existing issues would be amongst the first to be inspected. There is also a complaint clause in the ordinance that would allow for re-inspection in less than two years if necessary. Stave noted that the ordinance has been reviewed by town counsel. Steve advised that the invoicing and administrative side of the process hasn't been finalized yet and he will bring back to the Board a revised fee scale as discussed along with the proposed administrative process, at their next meeting.

Chief Davis at this time asked the Board for their feelings on his department moving forward with a fee schedule for the inspections that his department conducts. Selectman Pike expressed that he is not in favor of it. Selectman Morse agreed with Selectman Pike but thought that false alarms, if they are a nuisance should perhaps be addressed with fees. Selectman Pike went on the same that he thinks it's important to continue to provide these services free of charge. Chairman Cormier added that this isn't an area that the Town would want owners to be avoiding because of associated fees. The Board agreed not to impose fees for Fire Department inspections.

NHPST – Training Grant Acceptance

The Board was asked to accept a training grant check in the amount of \$706.67 from NH Police Standards and Training for training at the FBI Center.

Selectman Pike moved to accept the training grant check in the amount of \$706.67. Selectman Morse seconded and the motion passed unanimously.

Byrne Grant Proposal

Chief Baiocchetti explained to the Board that the Sheriff's Department has offered to administer the grant and reimburse the departments and hold the hearings. Chairman Cormier asked if they were doing it for nothing. Chief Baiocchetti indicated that it would be for a 10% fee, however the success rate for county application versus town application is much greater and the town doesn't have to do any of the paperwork. Selectman Morse expressed that he didn't see the administrative part of the grant to be worth \$2,200 which the Sheriff's Department would get. Chief Baiocchetti added that the receiving the grant isn't guaranteed but the chances are much better if the county applies together. Selectman Morse asked who would administer the grant if the Sheriff's department didn't. Chief Baiocchetti indicated that he would, which he didn't have a problem with; he was trying to better his chances for receiving it. Selectman Pike clarified that the process only cost the town if they are awarded the grant, Chief Baiocchetti stated yes.

Selectman Pike moved to have the Sheriff's Department administer the Byrne Grant process as proposed. Selectman Morse seconded and the motion passed unanimously.

Other New Business

Selectman Morse moved to, in light of the short fall in revenue by the State, to not fill one of the vacancies for a full-time police officer in the Police Department, noting that the department ran well last year in spite of being down an officer all year long. Selectman Pike seconded the motion. Chief Baiocchetti responded that it is a bad idea given that his department has already given up 2 cars and part time dispatch positions. His department is becoming far more active and the work is requiring more detail and more involved cases, cutting a position is not a good idea. Selectman Morse commented that it's not cutting a position; it's a position that

hasn't been filled for a year. Chief Baiocchetti pointed out that he isn't asking to add a position the position already exists and he is looking to fill it. He added that he was holding off until the middle of April for a June hire. Selectman Morse stated that it isn't cutting because the department still has Bryant & Marcello part time. Chief Baiocchetti added that if he doesn't hire a patrol officer he will pull the SRO from the school for street patrol. Selectman Morse expressed that the department had operated with one less officer all of last year. Chief Baiocchetti explained that they did get by but there is far more demand on his current staff and they are doing the work, but he will have to pull the officer from the school if this position isn't filled.

Chairman Cormier expressed that it may not be a good idea with the economic times the way they are now it does tend to cause more problems. Tom Murphy added that the crime rate is higher and officers are needed on the streets and in the schools. Chief Baiocchetti explained that the officers are in the school because he allows them to be there, however, if they are needed on patrol that is where they will be used. Chairman Cormier pointed out that is why the school decided to contribute to the cost of the SRO because they are pulled from the school when necessary. There was further discussion regarding overtime and revenues with Chief Baiocchetti explaining, the overtime would likely be less with the position filled and revenues are up due to parking tickets and dog fines not from traffic tickets.

Selectman Pike moved to table the discussion of cutting a position in the Police Department. Selectman Morse seconded and withdrew his motion to cut a position. The motion to table the discussion passed unanimously.

Union Request – Insurance Coverage Waiver Domestic Partners

Town Administrator Beaudin provided information to the Board relative to a request from the Union to allow domestic partners coverage under the Town's health plan. She advised that this option is not related to the civil union option and the domestic partners would have to sign an affidavit indicating they have lived together for one year. Chairman Cormier expressed that he is not inclined to offer this because of additional cost to the Town and it is not commonly done right now. Selectman Morse added that the administration the liability and the COBRA would be very challenging. Steve Dalton inquired why the Town allowed board and elected officials to buy health insurance but not call firefighters, Town Administrator Beaudin explained it is likely due to the billing factor and administration of such a program but would look into it further. It was noted that the domestic partner option would possibly be utilized by 5-6 people.

Selectman Morse moved to deny the Union request to offer health insurance to domestic partners. Chairman Cormier seconded and the motion passed unanimously.

Conservation Commission Appointments

Keith Bennett was present and explained to the Board that he has wanted to do community service and through the Conservation Commission he can serve and also do something he enjoys. He explained that he is a hardware design engineer and has resided in Belmont for 3 years; he was previously a farmer and enjoys nature. He believes the purchase of the Sanborn Farm is an awesome opportunity for Belmont and its residents.

Selectman Morse moved to appoint Keith Bennett as a full time Conservation Commission member. Selectman Pike seconded and the motion passed unanimously.

Selectman Morse explained to the Board that the Conservation Commission has also received a request from Carol Fairfield for the alternate position that is available. He explained that she is an oceanographer and taxidermist and enjoys the outdoors.

Selectman Pike moved to appoint Carol Fairfield to the alternate Conservation Commission vacancy. Selectman Morse seconded and the motion passed unanimously.

Fire Department Equipment Allocation Plan

Fire Chief Davis was present to discuss his memo regarding equipment consolidation at the WFD and an offer for the purchase of engine 4. He explained that he would come forward next year with an updated proposal but in the mean time he has received an offer to purchase engine 4 for \$7,000 which would go into his general fund if the sale is approved. Selectman Morse asked if the truck would be missed. Chief Davis explained that it would be missed however there is other equipment that can compensate for it being gone and the maintenance on the truck is starting to increase. He noted that the truck purchase offer is from a firefighter training facility in Bradford Vermont and will basically be retired.

Selectman Pike moved to accept the offer of \$7,000 for the sale of engine 4. Selectman Morse seconded and the motion passed unanimously.

Revenue Review

Town Administrator Beaudin reviewed with the Board a revenue list that she created. She noted that since the list was created the Town has received cable franchise fees, which are up and a gaming check which is up as well. Selectman Morse noted that motor vehicle registrations are down, and it was noted that the same quantity of vehicles are being registered but cheaper cars are being registered.

Next Meeting

The next regular Board of Selectmen's meeting will be Monday, April 20, 2009 at 5:00 p.m., at the Corner Meeting House.

Adjournment

The meeting adjourned at 6:45 p.m.

Ronald Cormier, Chairman

Jon Pike, Vice Chairman

David Morse