

Selectmen's Meeting Minutes

May 19, 2008, 3:00 p.m.

Corner Meeting House

Chairman Cormier called the meeting to order at 3:05 p.m.; also present were Selectman Jon Pike, Selectman Caldwell, Town Administrator K. Jeanne Beaudin, Administrative Assistant Cary Lagace, Town Planner Candace Daigle, Land Use Technician Rick Ball, Russ Thibeault, Brian Watterson, Bob Lemay, Kevin Sturgeon, Rich Fournier, Mark Woglom, Eric Zygmunt with the Winnisquam Echo, Geoff Cunningham with the Laconia Citizen and Ray Carbone with the Laconia Daily Sun; Fire Chief Jim Davis, Deputy Fire Chief Sean McCarty and Water Department Manager David McLelland joined the meeting at 4:55 p.m..

Those present stood for the Pledge of Allegiance.

CDBG Payment Authorizations

The Board of Selectmen signed the CDBG Payment authorization forms.

Economic Development/Tax Base Enhancement Task Force Meeting

Chairman Cormier began by explaining that the survey done about a year ago showed that community members wanted to see more done for economic development and at Town Meeting this year there was the same response. His idea is to establish a group of business owners, staff and community members for the purpose of discussing how to promote economic development in Belmont. His idea is two fold by 1) examining existing business approach and how it works and 2) how to attract, promote and support new development.

Russ Thibeault was present and provided a slide show regarding the Belmont Housing study. He explained that increasing the tax base is very important, creating jobs is important but $\frac{3}{4}$ of the tax base is created by housing and new construction eases the taxes for the current owners. Through the slideshow presentation Russ showed that the demand for housing is high in Belmont and it is one of the fastest growing communities. This pace of growth has many services at capacity. The approach to dealing with this issue has several options such as limiting development, impact fees, and encouraging quality construction. Belmont has a large percentage of manufactured housing, encouragement of age restricted housing can help by providing tax base with less draw on services such as schooling. According to voting patterns

the community members don't see the relationship between development guidance and the future tax rates. He suggests if an economic development committee is created dissolution date be set and strong goals be set within that time frame.

Russ noted that through another study that he had done Belmont had some sites that showed up as potentially developable, but the demand is soft right now. His studies have shown that the further you move away from the lake the more the tax rates increase.

Selectman Pike commented that during a previous meeting with DRED it was noted that lack of communication services within a certain area may discourage development and he is glad to see that Mr. Thibeault is indicating the importance of having water and services available to help with the promotion of sites. Town Planner Candace Daigle asked Mr. Thibeault to discuss the NH aging factor as it pertains to work force concerns. Mr. Thibeault explained that in the next 10 years there will be a big impact due to the area being a retirement destination and the baby boomer generation aging to retirement. More people will be retiring leaving a much reduced work force which is being taken unto consideration when a business is looking to establish in a particular area. Development of medically related businesses and business parks seem to be a good direction to pursue.

Bob Lemay commented that there appears to be a lot that has to come together in a multifaceted area. He has heard over the years that business people have been disheartened by dealing with the Town. Selectman Caldwell asked Mr. Lemay what he has heard are the problems, Mr. Lemay indicated that he has heard that dealing with zoning and that stuff is difficult, one owner was in disbelief that he had to have a building permit for a chicken coop and he has heard that the Route 3 construction project has had bad communication problems. It was noted that the Route 3 project was a State of New Hampshire project.

Selectman Pike inquired in Mr. Thibeault thought that extending services to a site would attract development. Mr. Thibeault indicated that it is difficult to say most communities don't want to take on the entire expense on their owner, but would rather have an interested business and coordinate a deal that would have both the business and the Town sharing in the expense. Brian Watterson commented that industry is gone and for a small business if a facility exists they would be likely to go to an existing facility because development is too much of an expense for small business.

Mark Woglom of Opeechee Construction indicated that he deals with Planning Departments throughout the state and he is not in favor of impact fees. He expressed that he has not seen Belmont as difficult, he has been treated like a customer and would expect as much. He feels that planning can tend to be restrictive and he would like to see a more proactive approach. He thinks promoting an aesthetics approach by set guidelines would be better than the stricter regulations that are set. He would encourage limiting regulations and use good flexible planning with design guidelines not ordinances.

Chairman Cormier asked if anyone in attendance was interested in serving on the committee, Brian Watterson, Kevin Sturgeon, Donna Cillely and Bob Lemay indicated they would be interested. Russ Thibeault and Mark Woglom both indicated that they would attend as guests as their schedules allowed.

Chairman Cormier indicated that a meeting time would be established and all interested would be contact with that information; he thanked everyone for taking the time to attend the meeting.

Minutes

Selectman Pike moved to accept the minutes of the April 14, 2008 meeting as written. Chairman Cormier seconded and the motion passed unanimously. Selectman Caldwell abstained.

Selectman Pike moved to accept the minutes of the May 5, 2008 meeting as written. Selectman Caldwell seconded and the motion passed unanimously. Chairman Cormier abstained.

Deputy Town Clerk/Tax Collector

Town Administrator Beaudin advised the Board that there had been numerous applicants for the position of Deputy Town Clerk/Tax Collector with 9 of them being interviewed for the position. She explained that Cynthia had done a great job with the interviews and is recommending Kari Dami for the position. Kari has 19 years municipal experience as well as customer service experience. Kari would be hired at a Grade 10 Step 1 \$34,527/16.60 and following a successful 6-month probation would be increased to Grade 10 Step 2 \$35,217.95. Following a two week notice to her current employer she will start with the Town on June 2, 2008.

Selectman Caldwell moved to hire Kari Dami at a Grade 10 Step 2 \$34,527.39 starting June 2, 2008. Following successful 6-month probation increase to Grade 10 Step 2 \$35,217.95. Selectman Pike seconded and the motion passed unanimously.

Tax Bill Update

Town Administrator Beaudin advised the Board that tax bills had been issued in the new laser printed format and the new process went relatively smooth. The bills were printed and mailed by the contractor. It is well worth the change.

Bid Award Cotton Hill Vineyard Way Road Work

Underwood Engineer is requesting that the contract be award for the drainage and resurfacing projects for the Cotton Hill and Vineyard Way portion of the contract. The low bidder for the contract1, drainage was J Parker and Daughter in the amount of \$204,450. The resurfacing contract #2 low bidder was Pike Industries in the amount of \$158,007. Chairman Cormier confirmed that there would be no additional charges by not awarding the contract in whole. Town Administrator Beaudin expressed that she had confirmed with Underwood that there would be no additional charges and the hope is the have the rest of the work ready to be done before they complete the first portion of the contract.

Selectman Pike moved to award the Cotton Hill and Vineyard Way Drainage and roadwork to J. Parker and Daughter for \$204,450.00. Chairman Cormier seconded and the motion passed unanimously.

Selectman Caldwell moved to award the Cotton Hill and Vineyard Way Resurfacing to Pike Industries for \$158,007.00. Chairman Cormier seconded and the motion passed unanimously.

Town Administrator Beaudin advised Chairman Cormier that in his absence at the last meeting the overlay contract with Pike industries to resurface Middle Route, a portion of

Hurricane Road, Wild Acres Road, Grimstone and Hunter Court had been signed in the amount of \$99,268.00.

Police Department Position

The Board reviewed a memo from Chief Baiocchetti recommending the hiring of Robert Wolfgram for a full time police officer position. Mr. Wolfgram would be hired at a Grade 15 Step 1 \$37,054.67, subject to a 1 year probationary period, successful completion of Dept Field training, Police Standards training and criminal and background checks. He is currently a Tech Sergeant in the New Hampshire Air National Guard.

Selectman Caldwell moved to hire Robert Wolfgram as a full time police officer at a Grade 15 Step 1 \$37,054.67, subject to a 1 year probationary period, successful completion of Dept Field training, Police Standards training and criminal and background checks. Selectman Pike seconded and the motion passed unanimously.

Tax Deeding Update

Town administrator Beaudin advised the Board that the Mobile Home Park owners have been notified of any units in their parks that are due for deeding. She noted that some of the units have liens on them so each unit would need to be looked at individually. She felt that the notice of eviction would prompt some to come in and take care of at least enough to stop the deeding process. Selectman Pike indicated that he would like to see the monthly payment agreements monitored and if necessary consider deeding properties if the agreements aren't kept. Town Administrator Beaudin advised the Board that there are owner unknown properties and Welcome Road and Arlene Drive properties that no arrangements have been made and the process of deeding should move forward on these. Additionally the Board discussed that if they are going to take mobile home properties they need to have someone available to go in and remove the unit the day after the documents are signed.

Media Proposal – Metrocast Update

Town Administrator Beaudin explained that Rick Ball had met with Tim from Metrocast to discuss the equipment needs for video taping Selectmen meetings. The initial estimates came back at \$16,201 and \$23,700, which was for equipment that exceeded the need. Working with Lakes Region Public Access it was determined that adequate equipment would cost approximately \$4,000 to \$5,000 but would still need someone to operate the equipment. It was suggested that the Town work with the media class from the High School or have volunteers run the equipment. It was also determined that once the meetings are taped they still require someone to do a mix. Town Administrator Beaudin advised that this information has been passed along to David Morse and Linda Frawley. Chairman Cormier noted that he feels that information needs to get out to the voting public and this would be a good start to that effort.

Fire Inspectors Position

The Board reviewed a memo from Fire Chief Davis requesting that Rick Siegel be considered for the position of Fire Inspector. There was discussion that with him being on the call force he would have to handle the position as a contract employee so that call pay and Fire Inspector pay would be completely separate. This would require him to hold a liability insurance policy too. The Board recommended that Rick present a contract with cost for service. Chief Davis advised that due to Rick's retirement he would be limited to 32 hours per

week between call work and Fire Inspector work, but he felt that it would not be a problem. Chairman Cormier asked that Rick provide an accurate figure for the cost as a sub contractor.

Water Department Security Grant Discussion

Water Department Manager David McLelland was present to discuss with the Board his application for a grant that covers the labor costs to install security measure at the water facilities. David explained that he had been awarded the grant pending the Boards approval and the funds would be used to enclose with chain link fence the majority of the area of the water wells at the Pout Pond location. He explained the importance of keeping all vehicular traffic out of the area. The cost to the Town would be for materials for the project. After seeing a map of the area Chairman Cormier expressed that he would like to see the entire area enclosed. David explained that it is a grant the he can apply for annually, which would allow him to budget in the future for materials and expand the security measure annually. Town Administrator Beaudin recommended that the material cost for this year be covered out of the capital reserve account for Homeland Security.

Selectman Pike move to expend funds from the Homeland Security capital reserve account to cover the cost of materials for the water well security fence. Selectman Caldwell seconded and the motion passed unanimously.

Miscellaneous

Town Administrator Beaudin explained to the Board that the lettering on the front of Town Hall has had the paint peel off, leaving them looking bad. She indicated that she had received several quotes for different types of lettering to replace what was there and asked the Board for their input. Chairman Cormier stated that he really didn't want to put additional money into the Town Hall building. After a short discussion the Board agreed to replace the lettering on the front of Town Hall. The Board was advised that the Welcome to Belmont signs were as in the process of being refinished.

Town Administrator Beaudin advised the Board that she had recently attended a very productive meeting regarding the Coliseum Sports project. Selectman Pike indicated that he had attended the meeting and commended Town Administrator Beaudin for taking charge and accomplishing a great deal toward the project and a relative short amount of time by getting all that were involved in the same meeting. She indicated that she would have documents to Mr. McGreevy in a specified amount of time and followed through with that. They both agreed it was a very positive meeting.

The Board was reminded that the retirement luncheon for Carol Lacasse will be Friday at noon with the swearing in of Cynthia DeRoy to the position of Town Clerk/Tax Collector taking place at that time.

Mr. Stevens has contacted Town Administrator Beaudin with the specifics on the Memorial Day Parade and invited the Board to participate. Chairman Cormier indicated that he would try to attend.

The Board signed the Federal Surplus program agreement renewal for the purchase of equipment and supplies from state surplus.

Selectman Pike commended the Police Department and the other departments involved with the reaction to a hazardous situation when advised of it. The situation was handled in an expeditious manner.

Chairman Cormier noted that he had the pleasure of seeing the new ladder truck in action when there was an accident on Union Road that required accident reconstruction measures and the ladder was used to assist with the taking of aerial photos. He added that the Police and Fire Departments both did a good job.

Public Hearing – NH DES Water Security Installation Grant

Chairman Cormier opened the public hearing in accordance with RSA 31:95 (b) to take public comment on a grant in the amount of \$4,400 from the NH DES in accordance with their Water Security Installation Grant Program.

There was a brief discussion regarding the fencing that will be placed to primarily keep vehicular traffic out of the pout pond well area.

Selectman Pike moved to enter into and approve a grant agreement with the DES in the amount of \$4,400 to Belmont and to authorize Ronald Cormier, Select Chair, to sign paperwork associated with such grant on behalf of the Town. Selectman Caldwell seconded and the motion passed unanimously.

Fire Department Miscellaneous

Fire Chief Davis advised the Board that he has met with Tony Brown regarding the Sargent Lake dam and everything is in place and there is a current Emergency Action Plan in place.

Deputy Chief McCarty explained to the Board that he has been notified that there is another Arson Dog program through a Federal Government program that may be a better option than the Statefarm program previously discussed. There was discussion regarding how frequently the services of the dog and handler may be needed by other organizations. Deputy McCarty explained that although it is a possibility he has been told it would be minimal. If the services are requested locally it is likely that he would be at the incident anyway. He explained that the Federal program is actually recruiting departments for the program so the chance of receiving the Federal grant is better than receiving the Statefarm grant. Chief Davis added that the dog would be used at all Belmont building fires to rule out arson.

Non-Public Session

Chairman Cormier opened the non-public session at 5:40 p.m. in accordance with RSA 91-A:3 II (c). Roll call was taken and those present and voting were Ron Cormier, Reggie Caldwell and Jon Pike. Also present was Town Administrator Jeanne Beaudin and Administrative Assistant Cary Lagace.

Chairman Cormier closed the non-public session at 5:55 p.m.

Town Administrator Beaudin will review the proposed changes to the Building and Grounds Maintenance position with Union representatives and proceed with the changes authorized by the Board of Selectmen upon successful discussion with the Union.

Next Meeting

The next regular Board of Selectmen's meeting will be Monday, June 2, 2008 at 5:00 p.m., at the Corner Meeting House.

Adjournment

The meeting adjourned at 6:00 p.m.

Ronald Cormier, Chairman

Reginald Caldwell

Jon Pike