

Selectmen's Meeting Minutes

Monday, July 7, 2008, 5:00 p.m.

Corner Meeting House

Chairman Cormier called the meeting to order at 5:10 p.m.; also present were Selectman Pike, Selectman Caldwell, Town Administrator K. Jeanne Beaudin, Sharill Conley, Fire Chief Davis, Deputy Fire Chief McCarty, Town Planner Candace Daigle, Ray Carbone with Daily Sun, Eric with Winnisquam Echo and John Koziol with Laconia Citizen.

Those present stood for the Pledge of Allegiance.

Minutes

Chairman Cormier moved to accept the minutes of June 16, 2008 meeting as written. Selectman Caldwell seconded and the motion passed unanimously.

Selectman Caldwell moved to accept the minutes of the meeting held on June 9, 2008 as written, Selectman Pike seconded and the motion passed unanimously.

Pleasant Valley Infrastructure Loan

Town Administrator Beaudin discussed the loan application for the Pleasant Valley Infrastructure project which she has been preparing for submission on July 11, 2008. She has asked the Board to make a motion to accept DWSRF Pre-Application.

The following resolution was made part of the official minutes of the meeting. "Whereas, Town of Belmont (The "Applicant") after thorough consideration of the nature of its water system needs, hereby determines that the undertaking of certain works, generally described as: Pleasant Valley Infrastructure Improvements (the "Project") is desirable and in the public interest, and to that end it is necessary to apply for assistance from the State Revolving Fund (DWSRF); and Whereas, the Applicant has examined and duly considered the provisions of RSA 486:14 and the New Hampshire Code of Administrative Rules Chapter Env-Dw 1100, which relate to loans from the Drinking Water State Revolving Fund and deems it to be in the public interest to file a loan application and to authorize other actions in connection therewith; Now,

therefore, be it resolved by the Belmont Board of Selectmen, the governing body of said Applicant, as follows:

1. That Ronald Cormier is hereby authorized on behalf of the Applicant to file an application for a loan to be made in accordance with new Hampshire Code of Administrative Rules Chapter Env-Dw 1100;
2. That if such loan be made, the Applicant agrees to repay the loan as stipulated in the loan agreement;
3. That the said Ronald Cormier is hereby authorized to furnish such information and to take such other action as may be necessary to enable the Applicant to qualify for the loan;
4. That the said Ronald Cormier is hereby designated as the authorized representative of the Applicant for the purpose of furnishing such information, data, and documents pertaining to the applicant for a loan as may be required; and otherwise to act as the authorized representative of the applicant in connection with this application.
5. That certified copies of this resolution be included as part of the application to be submitted for a loan;
6. That if such loan be made, the applicant agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.”

Selectman Caldwell moved to authorize Chairman Cormier to sign the application to the DWSRF on behalf of the Town of Belmont. Selectman Pike seconded and the motion passed unanimously.

Town Administrator Beaudin explained that the application will be submitted on Friday, July 11, 2008. She also mentioned that the Town will reapply with US Rural Development for the Pleasant Valley project.

Road Inventory Process Update

Town Administrator Beaudin gave a memo to Board of Selectmen from Public Works Director Jim Fortin and Town Planner Candace Daigle relative to the legal status of private roads in Belmont which have previously been maintained by the Town. Town Planner Candace Daigle stated that the Land Use Office has thoroughly reviewed the following private roads and need to bring information to the Board for approval to discontinue maintaining the following roads as of October 8, 2008. The following roads are Bell Street, Weeks Road, Greenleaf Court, and Dutile Shore Road. Private Road signs will be erected and all maintenance, plowing, etc. will cease to these roads. Land Use has conferred with Sewer and Water Departments and gave the Selectmen a draft letter to vote on as well as maps to show them where the roads are located.

Selectman Pike asked how many homeowners are on these roads. Town Planner Daigle stated Dutile Shore Road has approximately 18, Bell Street has 1, Weeks Road has 2, and Greenleaf Court has 2.

Town Planner Daigle explained that the Town has been maintaining these roads and there is documentation that they have never been turned over to the Town. By law we cannot use

Town funds to care for private roads. She further explained there is a private easement that runs over the lots on Dutile Shore Road and each owner has a deeded private right to use. Railroad area is owned by the State. She also mentioned that the owners of Dutile Shore Road paid out of their own pockets to have their road paved. She also stated if we talk about revenue generated methods these are relatively expensive roads to be maintaining when the Town does not own them.

Town Administrator Beaudin asked for a motion to be made for a letter to be sent to each abutter on each of the roads listed. Chairman Cormier asked if they could give these owners a choice to make the roads public. Town Planner Daigle said they could but felt it would be giving the owners a false hope because she believed none of the roads could be brought to par to meet the standards.

Selectman Caldwell moved to send letters to homeowners on Bell Street, Weeks Road, Greenleaf Court, and Dutile Shore Road. Chairman Cormier seconded and the motion passed unanimously.

Revenue Report

Town Administrator Beaudin reported that this month's updated revenue comparison showed DMV fees increased significantly to a -3%. Some areas of revenue were not actually in place on last report such as Timber Tax and Yield Tax, but have been updated. So, while the report states we are 4% ahead over last years 3%, they are falsely inflated. She also mentioned discussing fees with Fire Department and Police Department Chiefs, and Chief Davis has looked into each of their fees and submitted a report. Land Use revenues are slightly lower from previous years due to underdevelopment.

Selectman Caldwell asked if there was a charge to bounced checks and Town Administrator Beaudin explained that there is a charge and if the check bounces for payment of registration the plates can also be revoked until properly paid in full.

Budget Worksheets

Town Administrator Beaudin explained that budget worksheets have gone out and distributed. These worksheets are scheduled to be returned by August 1, 2008. She explained these are a month earlier than in years past due to SB-2. I have asked Department Heads to review if anything was a one time buy item and have asked them to remove that item from their budgets.

Pleasant Valley Engineering RFP

Town Administrator Beaudin explained that Pleasant Valley proposals for engineering work have gone out and we expect them back by July 31, 2008. She stated she has met with one firm already and is meeting with another firm on July 8.

Town Office Changes

Town Administrator Beaudin discussed how the Board spoke a few weeks back about moving Receptionist Office to the front of the building and rearranging Town Clerk's Office. After much consideration we have determined at this time that there just isn't enough room for a 4th person in the front offices. We even discussed moving Brenda's Office to the Receptionist Office and opening up Brenda's office for the Town Clerk's Office but it just didn't seem to measure out. Selectman Pike mentioned he would just like to see a better flow of customer service because when Tax time rolls around, the hallway is blocked and crowded. Chairman Cormier asked about possibly putting a sign up in the front of the hallway to show where the different offices are in order to better direct the customers as they enter the building.

Water Abatements

Town Administrator Beaudin brought before the Selectmen two water abatement requests: one located at 39 Magnolia Lane, the second abatement applies to all water users due to an error in entering the new water rates. Town Administrator explained how she had transposed the numbers on the water bills from the newly adopted water rates. She spoke with Cynthia who said she would apply the abatements to the record. Total abatement is \$2,568.05.

Chairman Cormier moved to accept the abatements as proposed. Selectman Caldwell seconded and the motion passed unanimously.

Appropriation Transfer on Video Equipment Purchase

Town Administrator Beaudin requested the Board's consideration to move \$2,300 from the Executive budget to cover the additional costs of the video equipment for the Corner Meeting House as the total cost with installation was \$11,300; Metrocast will be contributing \$4,000, and the Town appropriated \$5,000 and the additional funding can be moved from the Professional Services line. Town Administrator Beaudin reminded the Board that they had approved the \$11,300 purchase at their last meeting, however, had directed her to find the additional funds. Chairman Cormier moved to transfer the funds, however no second was offered and the motion failed. Selectmen Pike and Caldwell felt strongly that we should work within the appropriation as those petitioning at Town Meeting felt the funds were sufficient. Town Administrator Beaudin will contact Metrocast and GNV to eliminate one camera and the switcher and related other equipment.

Bandstand

Town Administrator explained how she met with Linda Frawley regarding the safety issues of the Bandstand. Town Administrator Beaudin has contacted two contractors to look at the Bandstand structure to determine if it is safe for anyone to perform in it for Old Home Day.

Economic Development Committee

Chairman Cormier stated that the Economic Development Committee will be putting together a survey for business owners of Belmont and they are asking Department Heads to come up with a question or two. He also mentioned the two areas of interest for further development were Rte. 106 and Rte. 3/Bypass area.

Ray Carbone with the Laconia Daily Sun asked in the light of public interest, if there was any update on the Union Contract and negotiations. Town Administrator Beaudin mentioned they are currently in mediation.

Non-Public Session

Chairman Cormier opened the non-public session at 6:05 p.m. in accordance with RSA 91-A:3II(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 General Assistance Director Donna Cilley.

Chairman Cormier closed the non-public session at 6:25 p.m. No decisions were made during non-public session.

Next Meeting

The next regular Board of Selectmen's meeting will be Monday, July 21, 2008 at 5:00 p.m., at the Corner Meeting House.

Adjournment

The meeting adjourned at 6:25 p.m.

Ronald Cormier, Chairman

Reginald Caldwell

Jon Pike

SC