

Selectmen's Meeting Minutes

May 1, 2006, 5:00 p.m.

Corner Meeting House

Chairman Brian Watterson called the meeting to order at 5:00 p.m., also present were Selectman Ronald Cormier, Town Administrator K. Jeanne Beaudin, Administrative Assistant Cary Lagace, Pleasant Oberhausen, Stephanie with the Winnisquam Echo and Melanie Nelson with the Citizen.

Those present stood for the Pledge of Allegiance.

Chairman Watterson discussed pursuing the outstanding water bill accounts. Town Administrator Beaudin indicated that she will draft a letter regarding the Board of Selectmen instituting shut off's for accounts with outstanding balance beyond 30 days.

Minutes

Selectman Cormier moved to accept the minutes of the meeting held on April 17, 2006 as written. Chairman Watterson seconded, the motion passed unanimously.

Overview of Website Redesign

Administrative Assistant Cary Lagace reviewed the newly redesigned website, pointing out some of the significant changes such as the events calendar and news section. She pointed out that the new website was given a fresh look while maintaining the level of content in the previous website. Dale Dormody DK Net Design has done a great job providing what was asked of him in the new website.

Acceptance of Tax Collector's Deed

Town Administrator Beaudin brought before the Board two Tax Collector's deeds to be reviewed for the Board's acceptance, one is for land only that had not previously been reviewed and the second is for 137 Jefferson Road, the Russell property of which there has been no communication with the property owner and all certified mail has been refused. Where this property is occupied, if the Board of Selectmen accept the deed the process to remove the

occupants from the home will begin to take place, through advice of counsel the notices to evict the occupants will begin. Once the property is vacant the Town can sell the property through the same process, of sealed bid, as other properties the Town has sold. The Town will be able to keep the taxes owed, legal fees and administration fees from the sale.

Town Administrator Beaudin noted that there has been communication from Mr. Joubert and he was advised of the amount he needed to pay in order to avoid the property being deeded to the Town and he was given until May 15, 2006 to comply with the requirements.

Selectman Cormier moved to accept the deed to the land only property on Winnisquam Way. Chairman Watterson seconded, the motion passed unanimously.

Selectman Cormier moved to accept the deed to the Russell property located at 137 Jefferson Road. Chairman Watterson seconded, the motion passed unanimously.

Selectman Cormier expressed that he felt if Mr. Joubert was going to make a significant effort to get caught up on his outstanding taxes that consideration should be made for that. Town Administrator Beaudin commented that it can be considered, however if he isn't able to commit to large payments, because he owes such a large amount, he will not be able to get caught up.

Update Scope of Service – Route 3 Water Project

Town Administrator Beaudin reviewed the updated scope of service from Underwood Engineers for the Route 3 waterline project. Underwood has indicated that it will be \$2,000 to finish the work with NH Dot and \$4,000 for the Rural Development application. Town Administrator Beaudin explained that she has \$1255 encumbered in the engineering budget and the rest can come from the current budget if the Board wishes to leave the \$8,000 for the Route 106 project that was previously discussed as a means to pay for the updated scope of service. Selectman Cormier and Chairman Watterson felt it is important to leave the funds for the Route 106 study in place and move forward with that project as well as the Route 3 project and take the funds from elsewhere.

Selectman Cormier moved to proceed with the updated scope of service, for the Route 3 waterline project, provided by Underwood Engineers in the amount \$6,000. Chairman Watterson seconded, the motion passed unanimously.

New Business

Town Administrator Memo – New Hires

Town Administrator Beaudin reviewed her memo to the Board regarding the hiring of two part-time employees, one for the Town Hall Receptionist position for 30 hours per week and one for the Public Works Clerk/Typist position for 25 hours per week. She is recommending Melissa Pucci for the Town Hall position and Geraldine Mitchell for the Public Works position. Both new employees would start at a grade 6 step 2 and begin work on May 8, 2006.

Selectman Cormier moved to hire Melissa Pucci starting May 8, 2006, Grade 6 Step 2 for the Town Hall Receptionist position, Chairman Watterson seconded and the motion passed unanimously.

Selectman Cormier moved to hire Geraldine Mitchell starting May 8, 2006, Grade 6 Step 2 for the Public Works Clerk/Typist position, Chairman Watterson seconded and the motion passed unanimously.

Town Administrator Report

Town Administrator Beaudin advised the Board that several Code Enforcement issues had arisen recently, some of which the Code Enforcement Officer was looking for guidance on. She advised him to issue final warnings and then turn them over to Town Counsel if they aren't resolved in 30 days. Selectman Cormier asked what the penalty on code enforcement issues is, Town Administrator Beaudin indicated that there may not be a penalty until it gets to the legal level, she knows there are building inspection penalties for after the fact building permits. There was discussion regarding more time being allotted for code enforcement issues. Selectman Cormier suggested that it be determined what a community of our size typically employs for staff for code enforcement.

The Board was given a Public Works Mutual Aid agreement for signature which the Board felt should be reviewed by Town Counsel prior to signing. Town Administrator Beaudin explained that this may have been created in response to the recent flooding; there are currently 86 communities that participate.

The Welcome to Belmont signs are in the process of being redone by Tilton Sign Works. A grant for the Conservation Commission will need to be accepted at the next meeting and the Louis Berger Group is tentatively scheduled for the next meeting to discuss the BRATT trail, which may need to wait until the June 5, 2006 meeting.

Municipal Building Committee Appointment

Pleasant Oberhausen has expressed an interest in serving on the Municipal Building committee, noting that he has 35 years experience in estimating and designing and was involved in the design of a Town Hall Building in New York. Chairman Watterson asked Pleasant what his feelings are on the current space issues, Pleasant responded that he sees the need for space at the Town Hall and will have to visit the Police Department to make a determination there. He feels the Land Use Office is very over crowded and he feels the Town Hall and Police Department should not be in the same building. He feels that with the proposed building that the school wants to do along with the Town wanting to do building of their own that the taxpayers are not going to support all of the proposed building and he is envisioning building a new Police Department and renovating their current building for the Land Use offices. Selectman Cormier agreed that the Town Hall and Police Department may not be suited for the same building and some of the other members of the committee were leaning that way as well.

Chairman Watterson asked Pleasant if he felt it was possible to bring a proposal forward for 2007, Pleasant responded that he did feel it was possible. Selectman Cormier

advised Pleasant that at the building committees next meeting each member is going to come forward with 4-5 options and then narrow it down to 4-5 options for the group to pursue. He noted that the committee isn't willing to bring in outside help at this point; they feel that amongst themselves they have the experience to do a lot of the initial work.

Selectman Cormier added that the committee can use the help and they ask that new members come with an open mind and ready to work without personal agendas that will hamper the committee from moving forward.

Selectman Cormier moved to appoint Pleasant Oberhausen to the Municipal Building Committee. Chairman Watterson seconded, the motion passed unanimously.

Selectman Cormier noted that he felt it may be beneficial to have a representative from the union sit on the committee, Town Administrator Beaudin noted that she would send a memo to the Union.

Bread Loaf Presentation – May 15, 2006

Town Administrator Beaudin reminded the Board of the Bread Loaf presentation on Municipal Buildings that will take place at their May 15, 2006 meeting.

Chairman Watterson expressed to Pleasant that the Board of Selectmen would like the Recycling Committee to come to a meeting in the near future to discuss some community recycling options, Pleasant asked to be notified of the date.

Next Meeting

The next meeting will be May 15, 2006 at 5:00 p.m. at the Corner Meeting House.

Town Administrator Beaudin noted that she and Chief Baiocchetti have been working on revisions to the Hawker & Peddlers permits and will have a draft for the Board to review at their May 15th meeting.

Adjournment

The meeting adjourned at 6:47 p.m.

Brian Watterson, Chairman

Ronald Cormier

Reginald Caldwell