

Selectmen's Meeting Minutes

June 20, 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, Selectman Reginald Caldwell, Town Administrator K. Jeanne Beaudin, Administrative Assistant Cary Lagace, Water Department Manager David McLelland, Town Planner Candace Daigle and Melanie Nelson with the Citizen.

Those present stood for the Pledge of Allegiance.

Minutes

Selectman Caldwell moved to accept the minutes of the June 5, 2006 meeting as written. Selectman Cormier seconded and the motion passed unanimously.

Louis Berger Presentation

Town Administrator Beaudin advised that the Louis Berger presentation has been delayed until the Board of Selectmen's July 17th meeting. They had provided a draft scope of services that was reviewed by Ron Mitchell, Rick Ball and Town Administrator Beaudin, after reviewing the document there were questions that they decided should be reviewed by Town Counsel. The document was sent to Town Counsel for review who also had questions that were then sent back to Louis Berger for revision. The final draft should be available for the Boards review and signature at the July 17th meeting.

Chairman Watterson expressed that the BRATT committee should be in attendance at that meeting. Town Administrator Beaudin explained that Ron Mitchell has been their representative through the process and will most likely be at the meeting. With the amount of input from Ron Mitchell and Rick Ball in the scope of service the documents will be ready for approval.

Water Bill Delinquencies

Due to previous discussions on the handling of water bill delinquencies, Town Administrator Beaudin indicated she had reviewed the water regulations and determined that in the regulations there are provisions for shutting water off for accounts that are over 30 days past due, with special notification required to tenants of commercial units that are delinquent.

There was discussion regarding the best time frame to send shut off notices, so they don't over burden the process of the quarterly billing cycle. Selectman Caldwell and Selectman Cormier felt strongly that the shut off process needs to take place to send a message that the bills need to be paid regularly by the property owners. They need to know that they must pay it regularly or make payment arrangements. Town Administrator Beaudin noted that since the article in the Belmont Better Times regarding the water bills, some people have come in to make payment arrangements.

Chairman Watterson asked if there were fees associated with the non payment and/or shut off of water accounts, Town Administrator Beaudin indicated that 12% interest is charged on over due accounts and David McLelland added that there is a \$45 fee to have the water turned back on which must be paid prior to him going out to turn the water back on.

Town Administrator Beaudin advised the Board that there will be additional expenses associated with mailing of the shut off notices as they will need to be sent by certified mail in order to shut off the water. There will also be additional staff time needed to complete the process. The Board felt that the fee to have the water turned back on along with the interest would cover the additional expense and they want to move forward with completing the shut off process on over due accounts. Town Administrator Beaudin indicated she would see that the appropriate notices are sent and the process is followed through.

Joubert Property

Town Administrator Beaudin advised the Board that she had received a letter from Mr. Joubert of Sunset Drive indicating that he had hired an auctioneer to sell the property on Sunset drive in order to pay his taxes in full. It will require additional time for the auction to be held and the funds transferred from the sale. The Board has the option of extending the time needed to hold the auction or accepting the tax collectors deed.

After some discussion the Board agreed that the Town will receive the most benefit by letting the auction be held and allowing time for the taxes to be paid, Town Administrator Beaudin will write a letter to Mr. Joubert outlining the deadlines.

Water Department Hire

Town Administrator Beaudin reviewed with the Board the request from Water Department Manager David McLelland to hire the temporary part time help for the summer. Chairman Watterson asked what the individual would be doing for work, David explained that he will assist with the installation of the new water meters, paint hydrants and locate water shut off stops. He had two applicants and chose the individual more suited for the type of work he needs performed.

Selectman Caldwell moved to hire Paul Gavin at a rate of \$12.00 per hour through September 15, 2006 for the temporary part time water department position to start work on June 26, 2006. Selectman Cormier seconded and the motion passed unanimously.

Code Enforcement

The Board discussed Code Enforcement and the need to take a stronger stance on the issues that arise. After Chairman Watterson and Town Administrator Beaudin met with the Code Enforcement Official it was determined that he needs more assistance and the enforcement needs to be more consistent. It had been discussed that two hours could be devoted on Fridays to just code enforcement and additional assistance could be provided for dealing with code enforcement paperwork.

It was discussed that there has been software purchased to assist with the Building Permit and Code Enforcement process. The software will provide a tracking system which will automate the process.

Land Acquisition

Discussion followed regarding RSA 41:19 a & c, the Board of Selectmen elected to take this issue up at Town Meeting in March

Bryant Field Parking Memo

Town Administrator Beaudin reviewed the memo from Chief Baiocchetti regarding the parking problem at Bryant Field. The memo asks the Board to request the State to remove the no parking signs on the south side of Route 106 at Bryant Field. The request comes forward following several problems in that area. Chairman Watterson explained that people are parking on both sides of Route 106 as well as on Mr. Martel's property, and he doesn't understand why they are parking on Route 106 at all.

Town Administrator Beaudin added that the State allows parking on the shoulder as long as there are no accidents. The only way to regulate parking in that area is to ticket violators. After further discussion the Board unanimously decided that the no parking signs should be left in place and enforced.

Mill Petition

The Board of Selectmen acknowledges the receipt of the petitions generated from the Senior Center regarding not utilizing the Mill Building for any type of Town offices.

Winnisquam Fire Department Memo

Town Administrator Beaudin reviewed the memo she had prepared for the Board relative to Attorney Roger's request that the Belmont Board of Selectmen offer comment on the request from Sanbornton for \$28,800. They feel they are entitled to \$6,000 from Comstar and \$22,800 for depreciation of equipment. Town Administrator Beaudin expressed that the

assets are going to remain in place and again pointed out that the assets will continue to serve the same population as they have for years. Attorney Rogers said that Winnisquam Fire Department is willing to pay Sanbornton but wants the Belmont Board of Selectmen to approve.

Chairman Watterson commented that he isn't sure why they need the Board of Selectmen's blessing at this point. Selectman Cormier added he feels that if they want to give Sanbornton the money then it is Winnisquam Fire Department must make the decisions until the dissolution is complete. The Board agreed to notify Attorney Rogers that they are not going to take a position and the Winnisquam Fire Department needs to make the decision whether to give the money to Sanbornton or not.

Miscellaneous

The Board discussed changing their meeting night back to Monday's at a 6:00 pm start time to avoid conflict with the Budget Committee meetings later this year. They agreed to change back to Monday's at 6:00.

Town Administrator Beaudin advised the Board that she had received notification from the State that they would be receiving an additional \$20,801 in aid following the October 2005 flooding. The funding is the State's share.

Town Administrator Beaudin reported that the Town has received \$59,358 in commercial tipping fee revenue since January 2006. She noted that the Recycling Committee will be invited to the next Board meeting to discuss recycling at the Bestway facility.

Selectman Cormier noted that \$25,000 had been budgeted for the Fire Department Study and asked when that would be done, Chairman Watterson added that he thought it should wait until the dissolution of the Winnisquam Fire Department is finished. Town Administrator Beaudin explained that she is preparing the request for proposal for the Fire Department study. She noted that there are only a few well qualified firms to conduct this type of study so the list of recipients will be short.

Town Administrator Beaudin noted that revenues from the Greyhound Park have begun to be generated again and the Town will start to receive the revenues soon.

Request for proposals for the solid waste contract are being prepared and Town Administrator Beaudin would like to attach an addendum to include costs for curbside recycling. The Board felt that was a good idea and would like to see it included in the request for proposal.

Selectman Cormier discussed the possibility of installing GPS tracking units in the Town vehicles. He noted that several communities have begun to use this type of system. The cost is approximately \$100 for the unit plus a monthly account fee. Chairman Watterson added that at a recent meeting he learned that Bestway Disposal uses the systems on their vehicles and they seem happy with it.

Next Meeting

The next meeting will be July 3, 2006 at 5:00 p.m. at the Corner Meeting House.

Adjournment

The meeting adjourned at 7:25 p.m.

Brian Watterson, Chairman

Ronald Cormier

Reginald Caldwell