

## Selectmen's Meeting Minutes

July 16, 2007, 5:00 p.m.

Corner Meeting House

Chairman Cormier called the meeting to order at 5:00 p.m., also present were, Selectman Jon Pike, Selectman Caldwell, Town Administrator Jeanne Beaudin, Administrative Assistant Cary Lagace, Town Planner Candace Daigle, Building Inspector Gary Boisvert, Fire Chief Jim Davis, Deputy Fire Chief Sean McCarty, Michael Morin Horne Road Resident, and Ray Carbone of the Daily Sun Newspaper. Others joined the meeting later for the 6:00 discussion regarding Municipal Facility Needs.

Those present stood for the Pledge of Allegiance.

### **Minutes**

Selectman Pike moved to accept the minutes of the July 2, 2007 meeting as written, Selectman Caldwell seconded and the motion passed unanimously.

Selectman Caldwell moved to accept the minutes of the July 11, 2007 meeting as written, Selectman Pike seconded and the motion passed unanimously.

### **Michael Morin – Building Permit Discussion**

Chairman Cormier excused himself from the discussion as Mr. Morin is his neighbor and friend. Vice-Chairman Caldwell took over and asked Mr. Morin to begin by explaining his concerns. Mr. Morin explained that he had decided to build a deck off of his house and went to the Land Use Office for a building permit. He had questions of what the fees were and such and was advised the information was in the packet that he had received. He felt because it was toward the end of the day he was being rushed out of the office. His wife brought the permit back on Monday morning before Memorial Day weekend which is when he intended to build the deck. After several minutes she was assisted by Rick Ball, because the other staff was on the telephone, who advised that it was within the setbacks, accepted the permit with payment and told her she should be all set to receive the permit in about a week. That Thursday in the mail he received a letter that said he had an open permit from 2001 for a farmers porch that needed a

certificate of use issued prior to the current permit being processed. He spoke with Gary on Friday who verified that the new permit would not be issued until the final inspection was done on the previous permit. Gary scheduled an appointment for the inspection for the Tuesday after Memorial Day at which time the deck had already been built too. Gary inspected the porch and the new deck and then sent a letter to Mr. Morin explaining there would be an after the fact permit fee added to the deck permit because he built the deck prior to the permit for it being issued.

Mr. Morin argued that no where can he find where it says he can't have two permits open at once and doesn't understand why the new permit wasn't issued regardless and the first permit addressed on its own. He added that he had the porch built by a contractor and didn't know that the certificate of use hadn't been issued. Candy Daigle explained that there is a process that is being worked on to pick up on the numerous open certificates of occupancy, one way is when a new permit is applied for. She noted that all building permits state that it could take up to 14 business days to process the permit. She added that Mr. Morin's application was received on May 17, 2007 which was only 7 days before he intended to build the deck. Mr. Morin commented that if his permit wasn't going to be ready due to time he would have been fine with that but he was told it was being held up because of the other certificate of occupancy not being issued. He added that the bigger issue for him is the manner in which he and his wife were treated when they were in the office. They are the customer and should have received better customer service.

Selectman Caldwell apologized for the bad experience that they had and Candy Daigle apologized on behalf of her office for them feeling they weren't treated appropriately. Town Administrator Beaudin explained that the issue of customer service has been addressed at Town Hall with all staff. Selectman Pike suggested that due to the circumstances that the after the fact permit fee be waived. Town Administrator Beaudin expressed that the motion should be clear as to the reason for the fee being waived. Selectman Pike moved to issue a one time waiver of the after the fact permit fee for Mr. Morin due to the circumstances. Selectman Caldwell seconded and the motion passed unanimously. Chairman Cormier abstained.

Chairman Cormier added that the citizens are the customers and business with the Town should be made as easy as possible.

### **Acceptance of NH Beautiful Grant for \$2,500 for Recycling Bins**

Town Administrator Beaudin explained that the Town has received a grant from NH the Beautiful for assistance with the purchase of recycling bins. It is the intention to distributed 2 bins per residence with proof of residency; additional bins can be purchased for \$5.00 a piece. The bins will be imprinted with a recycling symbol, the Town name and partial sponsorship recognition for NH the Beautiful. Selectman Caldwell moved to accept the grant from NH the Beautiful for the purchase of recycling bins to be distributed 2 per residence and additional bins for \$5.00 each. Selectman Pike seconded and the motion passed unanimously.

### **Town Administrator's Report**

Town Administrator Beaudin reminded the Board of the Public Hearing for the Concord Street Sidewalk Project will be Wednesday, July 25, 2007, 6:00 p.m. at the Corner Meeting House. She added that some residents have been in to see the plans that are available in the Land

Use Office. Chairman Cormier asked if there has been any comment regarding the project, she indicated that want to know why it was moved from the west side of the street to the East side. Candy commented that the latest plan has much less impact on the property owners. Town Administrator Beaudin noted that the sidewalk will be within the Town's right of way.

The CIP request forms have been issued to Department Heads and are due in by July 23<sup>rd</sup>. The first CIP meetings are scheduled for August 6 and August 20, 2007, 4:30 p.m. prior to the Board of Selectmen's meetings which will begin at 6:00 p.m. on those two nights. She added that the Board's requests are being prepared following the same plan as last year. Chairman Cormier asked that copies of the Boards requests be provided to him so he can review them prior to submission.

There was a brief discussion regarding the Cotton Hill project and other road work, noting that the scope of service cost is \$19,000 to get ready to do any work on the road. Town Administrator noted that she will be meeting with Underwood Engineer on another matter and will sign the scope of service at that time. Chairman Cormier asked what the timeline for the work is, Town Administrator Beaudin responded that they are waiting for aerial photos that will be used by the engineers, and then they will have a better idea of timelines. She added that Bob Bennett is looking to repairing some drainage on Horne Road and to begin line striping.

Town Administrator advised the Board that she has received the draft Assessment Review for the Town from the NH Department of Revenue which has no recommendations and indicates that the Town of Belmont meets the guidelines set by the State for assessing practices with the exception of the equalization ratio which is in the process of being corrected by the end of the year.

Land Use Technician Rick Ball has requested that the Board authorize Ken Knowlton to sign the application to NRCS which is a program that will assist with trails and the pond and other conservation projects. There is no application fee. Selectman Caldwell moved to authorize Ken Knowlton to sign the NRCS application only. Selectman Pike seconded and the motion passed unanimously.

Town Administrator Beaudin advised the Board that Bob Bennett in response to the recent authorization for low salt areas has requested that all residents in that area be notified of the change. A notice has been placed in the newspaper allowing residents of that area call with questions or concerns prior to August 24<sup>th</sup> at which time Bob will move forward with posting the following roads Elaine Drive, Nancy Drive, Pond Road and Tuckershore Road.

The Board recessed from 5:50 pm to 6:00 pm.

### **Discussion relative to future Municipal Facility Needs**

Chairman Cormier began by expressing his gratitude for those in attendance. He explained that following Town Meeting and the significant negative response to the proposed projects the Board sent out survey's to the residents to get their opinion of what they felt the Town needs for facilities and received approximately 250 responses with a variety of answers. The survey's showed that most people support several of the proposed projects but don't want to pay for them through taxation. He requested that those that speak not harp on the tax rate and try

to project positive feed back. He reminded everyone that the Board members also pay taxes and still make the hard decision of what projects to present to the voters.

Tina Fleming began by asking what the feasibility of selling the Winnisquam Fire Department is as she has heard recently that that option may be being considered. Selectman Cormier explained that in recent discussion the idea of building a central fire station to eliminate the need for substations had taken place. Part of that discussion was the sale of WFD which may no longer have a use in that scenario with the current fire station being utilized for Town Hall or Police Station. Ron Mitchell provided some cost per square foot figures which ranged from \$150-\$200 depending on whether a Fire Station or Police Station were built and noting that the biggest savings may be in building a combination building that would support two departments.

Don McLelland, Sr. stated that the tax rate is the tax rate but residents should know that the schools portion of the tax rate is much higher. He agrees there is a Police Department need but the Town Hall need is much greater and was determined long ago to be a major need and he feels the Town should focus on a Town Hall. He added that the Town currently has no debt and the cost of the project continues to go up every year. Town Administrator Beaudin noted that one of the down falls to the Town not having any debt is that they then don't qualify for special financing because there is no debt and it is felt that the Town can afford conventional funding which is what was done recently with the waterline project on Route 3.

George Condodemetraky commented that he feels the problem is growth which is causing the tax rate to climb. Chairman Cormier added that growth is inevitable and buildings should be built with the vision for growth, he added that the Board continually takes flack for the tax rate when it comes to proposing projects and feels that the low impact to taxpayers for the proposed projects may not be made clear enough which is something the Board would focus on in the future. Selectman Caldwell noted that the school numbers are deceiving and he believes the actual enrollment is down. Selectman Pike reminded the audience that the Planning Board has proposed growth control measures that were voted down at Town Meeting.

Fire Chief Davis commented that the current Fire Station is 10,000 square feet and if a central station were to be considered it would need to be around 20,000 square feet in order to accommodate the existing equipment at both stations and the personnel that would be needed to man that size station and eliminate the need for sub-stations. He added that although the current station isn't located centrally in the Town it is located centrally to the majority of the call activity which is within the village area. He also noted that the seconded largest response area is in the Route 3 area which is covered primarily by the WFD. It is his understanding that there is limited expansion ability at the current station however, he reminded everyone that the current building was built primarily by volunteers and donated materials and has a strong meaning to the Fire personnel.

Bill Wickson asked about regionalization of the fire and police departments, Chairman Cormier explained there are lots of problems that could be associated with regionalization and it would really need to be pursued at the County level to be most affective. Some of the issues that could be associated with it are who owns the equipment, who pays for what and budgeting would be very difficult. Mr. Wickson provided a document to the Board that had many questions regarding several different areas, Chairman Cormier answered some of the questions noting that the lot next to the Police Department was considered for expanding the Police Station however was not large enough to accommodate the expansion, Town Hall does appear to be the building

in most dire need with several thousands of dollars being used to sure up the buildings roof and poor air quality and may need to be the next proposed building. Impact fees are driven by the Planning Board and have been pursued in the past but not resolved or implemented yet. Chairman Cormier added that he feels they would be a viable method of providing some funding for certain projects. Linda Frawley commented that she thought the voters had passed the impact fees warrant article and are they in place? Selectman Pike added that he believes they are legally in place by vote however; much more is needed to implement them such as additional staff to ensure the funds are dispersed appropriately as it is a very complicated process. He noted that the Planning Board at the time was not sure that they were the best plan. Town Administrator Beaudin advised that there are changes that need to be made to the ordinance and presented to the voters again in order to fully implement the impact fee program.

There was discussion regarding projects being pushed out year after year and the cost of them going up every year they are pushed out. Don McLelland, Sr. suggested that the Board take all the information that has been gathered over the years by the different study groups there have been and compile the information and present the best option to the voters, Chairman Cormier expressed that it is his opinion that that is what was done last year and again came away with negative results. Ron Mitchell added that it is costing the Town money to do nothing and he believes money could be saved by doing a combined project.

There was additional discussion regarding the narrowing down the project that should be considered and the different projects that could be done if there was to be a combination building considered. Chairman Cormier expressed that with all the information discussed tonight there are several options that could be pursued and the Board will review the information to narrow down what will be pursued.

Chairman Cormier thanked everyone for coming out. He advised the audience that the Board will put together 3-4 options with estimated costs and present it to the public in another public meeting in the near future.

### **Next Meeting**

The next regular Board of Selectmen's meeting will be Monday, August 6, 2007 at 5:00 p.m. at the Corner Meeting House.

### **Adjournment**

The meeting adjourned at 8:00 p.m.

---

Ronald Cormier, Chairman

---

Reginald Caldwell

---

Jon Pike