

Selectmen's Meeting Minutes

August 29, 2005, 5:00 p.m.

Corner Meeting House

Chairman Brian Watterson called the meeting to order at 5:00 p.m., also present were Selectman Reginald Caldwell, Selectman Ronald Cormier, Jr., Town Administrator Jeanne Beaudin, Administrative Assistant Cary Lagace, Code Enforcement Officer Gary Boisvert, Town Planner Candace Daigle, Donald McLelland, Ray Carbone with the Daily Sun.

Those present stood for the Pledge of Allegiance.

Public Hearing Building & Permit Fees

Code Enforcement Officer Gary Boisvert presented to the Board one change to the proposed fee schedule that they had reviewed at their previous meeting. He provided an estimate of \$18,023 for fees collected for the first half of this year if the fee schedule had been in place. Town Administrator Beaudin asked Gary to provide estimated revenues when preparing his budget.

Chairman Watterson opened the Public Hearing at 5:01p.m. in accordance with RSA 41:9-a, IV relative to adopting a fee schedule for Building, Electrical, Mechanical, Plumbing and Change of Use Permits. The fee schedule as proposed is to be in effect as of October 1, 2005. Chairman Watterson closed the Public Hearing at 5:05 p.m.

Selectman Caldwell moved to adopt the Building and Permit fee schedule as proposed effective October 1, 2005. Selectman Cormier seconded the motion and the motion passed unanimously.

Minutes

Selectman Reginald Caldwell moved to accept the minutes of the meeting held on August 15, 2005 as written. Selectman Ronald Cormier seconded the motion and the motion passed unanimously.

Consideration of Town Meeting – Zoning Ordinance Amendment (Impact Fees)

Town Administrator Beaudin noted that Town Planner Candace Daigle had discussed with Town Counsel the process of amending the Zoning Ordinance and implementing the impact fees. As a result of that discussion it was recommended that the changes be put forward at the annual Town Meeting instead of a Special Town Meeting. It was noted that if the Town moves forward with a Special Town Meeting to accept the Winnisquam Fire Department that the impact fee implementation could be done at that meeting.

Discussion followed regarding the amount of fees that would be lost if changes took place at Annual Town Meeting instead of Special Town Meeting, Candace indicated it would be minimal because once it's posted it affects all those applications after the posting which is expected to be November 14, 2005.

There was discussion of how the fees will be collected, tracked and returned if the proposed impact is not realized. Town Administrator Beaudin indicated that a software program to assist with the processing of building permit fees is being looked into and that program in the future may have an impact fee component that would be helpful.

Candace indicated it needs to be determined if the community is growing fast enough to support the implementation of impact fees. Selectman Caldwell felt that is why the report being provided by Bruce Mayberry is so important. Selectman Cormier felt that if the school would be the first to benefit from the impact fees it may be a harder sell to the community than if the initial projects were for other Town projects.

The Board agreed to not consider a Special Town meeting for the sole purpose of implementing the Zoning Ordinance Amendment relative to impact fees at this time.

Set Date for Public Hearing to amend Water System Regulations including new rate schedule

Town Administrator Beaudin asked the Board to mark October 17, 2005 as the meeting date to adopt the new rate schedule for the Water Department. The rates will take affect as of December 1, 2005. She advised that Water Department Manager David McLelland is presently working on amending the Water Regulations.

Route 3 Letters - update

The Board was advised by Town Administrator Beaudin that letters had been sent to Route 3 property and business owners regarding the proposed expansion of water on Route 3. The letter inquired about interest in attending a meeting regarding the project. All the responses thus far have been positive and many are interested in attending the meeting.

Winnisquam Fire Department – Environmental Site Assessment - Status

Town Administrator Beaudin reported to the Board that Jim Tarr of Applied GeoSystems has completed the environmental site assessment at the Winnisquam Fire Department and dropped off the report at Town Hall this afternoon. Although she wasn't able to review the entire report before tonight's meeting, it is recommended that some additional soil and water samples be taken due to the floor drains in the Station; Mr. Tarr will provide a proposal for that work.

There was discussion regarding filling in the floor drains at the Winnisquam Fire Department, if that happens it may not be necessary to do the additional sampling. Town Administrator Beaudin will provide additional information regarding the report at the Board's next meeting.

Sargent Lake Letters - update

Town Administrator Beaudin advised the Board that letters had been sent to all the Sargent Lake Association area residents, and there has been no response to the letters to date.

MS1

The MS 1 will be ready for signatures Thursday morning. The estimated increase to the Town's taxable value is 13+ million over last year resulting in an estimated municipal tax rate increase of .70.

Budget Work Session – Discuss process and set date

Selectman Cormier noted that he had discussed the budget process with Town Administrator Beaudin. He noted that as a Budget Committee member last year, he had felt the process did not provide an opportunity for the Committee to understand the impacts of changing individual line items within department budgets. He continued his discussion by indicating to the other Board members that he would like to see the Department Heads reduce their requests below last year's funded budget in an effort to look forward at the large number of capital projects being considered, and what the impact will be on the budget. There was discussion about asking the Department Heads to prepare two possible budget scenarios, however it was felt that this effort would not be productive. Selectman Cormier also expressed concern that there is too much flexibility in moving funds between line items in the department budgets. Don McLelland was present in the audience and assured Selectman Cormier that this is only done with permission from the Board of Selectmen. Selectman Cormier clarified his comment, by indicating that Department Heads should be certain to budget sufficient funds to cover expenditures within a line item. Town Administrator Beaudin reminded the Board that salaries and benefits are fixed costs in this year's budget due to the Union contract approved at last year's Town Meeting. She also noted that the Town will be experiencing increased fuel and utility costs, which will be beyond the Town's

control. Due to these fixed costs, level funding or reducing budgets without affecting services becomes much more of a challenge

Town Planner Candace Daigle expressed that the Department Heads are professionals and will do what the Board wants them to do, but asked how in it's small part can the Town be expected to make up for the schools situation. It was noted that the Town can not make up for the school situation and Selectman Cormier explained he feels if a reduction is made this year then next year when projects are done it will be less of a impact to the taxpayer's.

Chairman Watterson suggested that Selectman Cormier and Town Administrator Beaudin work on the budget process. He asked Town Administrator Beaudin to convey the Board's mood regarding budgets and the process to Department Heads and let them create their budgets with that in mind, and then defend them before the Board.

Other New Business

Town Administrator Beaudin addressed the Board regarding the memo from Chief Baiocchetti which recommends hiring Kier Slater as a full-time Patrol Officer. It was noted that he had completed all pre-employment testing and would be ready to start the Field Training Program the week of September 11, 2005. Chief Baiocchetti requested a starting pay of Grade 15 Step 1 with a raise to Grade 15 Step 2 upon completion of his probationary period.

Selectman Cormier moved to hire Kier Slater at Grade 15 Step 1 with a raise to Grade 15 Step2 upon completion of probationary period. Selectman Caldwell seconded, the motion passed unanimously.

Chairman Watterson spoke regarding a letter received from Alice McKinnon of Tilton regarding the municipal agreement that the State of NH wants Belmont and other communities to sign accepting responsibility for plowing sidewalks along State roadways. Alice's letter indicated that Tilton is not going to sign the agreement. Initially the previous discussions were pertaining to the Winnisquam Bridge which would be Belmont & Sanbornton, so why Tilton is advising Belmont of this decision is unclear. Chairman Watterson asked Town Administrator Beaudin to contact Alice to clarify Tilton's letter.

Chairman Watterson explained that a resident had come to see him regarding the paving of Old Prescott Hill. It was the resident's understanding that Laconia and Belmont had agreed when the road was to be paved that both Town's would work together and the entire road would be paved. The resident indicated that only the Laconia end of the road had been paved and he wanted to know why Belmont's side hadn't been.

Don McLelland being familiar with that situation explained that when that agreement was made, Laconia had decided not to go ahead with the paving, but had agreed to contact Belmont when they went forward with the project. Apparently that

didn't happen or perhaps the Public Works Director was notified. Town Administrator Beaudin indicated she will look into it.

Ray Carbone asked what the MS1 is, Town Administrator Beaudin explained that it is the Town's summary of inventory (value) used for setting the tax rate. He also asked if the Town is going to hire an assessor to replace Jeanne in that function, Chairman Watterson explained that Jeanne will continue that function at this time, Town Administrator Beaudin added that Cary Lagace has successfully passed the first class toward training in assessing functions and she will be assisting in that area.

Non-Public Session

Chairman Brian Watterson moved to enter non-public session at 6:45 p.m., in accordance with RSA 91-A:3 II (c). Selectman Reginald Caldwell seconded the motion and the motion passed unanimously. Roll call was taken and those present and voting were Chairman Brian Watterson, Selectman Ronald Cormier, Jr., Selectman Reginald Caldwell, also present Town Administrator Jeanne Beaudin.

The Board came out of non-public session at 7:30, upon exiting non-public the Board's only decision was to change their next meeting date from September 12, 2005 to September 6, 2005.

Next Meeting

The next meeting was set for September 6, 2005 at 5:00 p.m. at the Corner Meeting House.

The meeting adjourned at 7:30 p.m.

Brian Watterson, Chairman

Reginald Caldwell

Ronald Cormier, Jr.