

Selectmen's Meeting Minutes

September 6, 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, Public Works Director Bob Bennett, Fire Chief Rick Siegel, Deputy Fire Chief James Davis, Winnisquam Fire Department Chief Kevin Nugent Water Dept. Manager David McLelland, Town Planner Candace Daigle, Jim Tarr of Applied GeoSystems, Ray Carbone with the Daily Sun.

Those present stood for the Pledge of Allegiance.

Minutes

Selectman Reginald Caldwell moved to accept the minutes of the meeting held on August 29, 2005 as written. Selectman Ronald Cormier seconded the motion and the motion passed unanimously.

MS1 Signatures

The Board signed the MS1 statement and Town Administrator Beaudin advised that the Town value is set at \$489,161,812 which is up approximately 14 million.

Winnisquam Fire Department Environmental Assessment

Jim Tarr of Applied GeoSystems was present to review the findings of the Phase I site assessment at the Winnisquam Fire Department. Mr. Tarr explained that many things are looked at when this type of assessment is done, including offsite features, onsite features as well as looking at databases of surrounding properties for potential problems, none were found. The condition of the building is good, lacking any sign of asbestos, mold or lead which are common in buildings of this age. The only thing found that may an issue is the floor drains. He indicated the NH Department of Environmental Services closely regulates the standards of drains that go to storage tanks.

Several things that are looked at regarding this type of drain; how long they have been there, where they flow to, and are they registered. It was determined that the floor drains, drain into 55 gallon drums that have been there for many years. Mr. Tarr has provided a scope of work for additional testing of the soil and sediments in the tanks, noting the odds of contaminates is possible. If the testing of the tanks exceeds the State regulations, Department of Environmental Services requires a copy of the report be provided to them, and then they would require additional testing. This additional testing would not be covered by any DES funding. Mr. Tarr indicated these costs could range up to \$20,000, depending on what the State wants to see for additional tests.

Chairman Watterson noted that this is obviously a problem with no one knowing really how big of a problem it is. He states that it's one thing to take charge and move forward with the acquisition of Winnisquam Fire Department, but it's a whole other thing to take on these unforeseen conditions. Selectman Cormier stated that it was the intent to have this done to determine the level of involvement. Selectman Watterson indicated the hope for best case scenario, but this could have large costs associated with it.

There was discussion of getting all reports and documents related to the study to Chief Nugent so that he can review them the other representatives of the Winnisquam Fire Department.

Town administrator Beaudin suggested that any additional testing be put on hold for now. She asked Mr. Tarr if the tanks were filled, would the additional testing still be required, he indicated that DES would still require the testing. They would have to be registered and then tested, once the owner of the tanks has test results in hand they are obligated to contact DES if they exceed the guidelines.

Selectman Cormier suggested that representatives from Tilton and Sanbornton be brought back in for discussions and Selectman Watterson indicated that the Winnisquam Fire Department has the obligation to handle the situation.

DOT Maintenance Agreement - Sidewalks

Town Administrator Beaudin noted at the request of the Board she contacted Tilton to determine why they responded the way they did to the agreement requested from the State regarding sidewalk maintenance. Tilton responded that none of the bridge is in Tilton. She also made a request to the Sanbornton Board, but has not heard from them yet.

Public Works Director Bob Bennett explained that it will be very difficult to maintain the sidewalk in that area, as men and equipment would have to be trucked over there, it would require at least three men and the snow would have to be completely removed from the bridge. The removal process would have to be done several times per storm in order to keep up with the State plowing snow back onto the sidewalk each time they plow the bridge. He also noted that in the past eight years the sidewalk on the bridge has not been maintained. The State did not provide actual numbers for usage of

the sidewalk when they held their meeting regarding the new construction. It is his opinion that the sidewalk on the bridge sees little to no use in the winter time.

The Board agreed that the process sounds cumbersome. Selectman Watterson felt the State has no solution so they are looking to the local communities to resolve the problem.

Selectman Caldwell moved to not sign the maintenance agreement, Selectman Cormier seconded and the motion passed unanimously. The Town is working on a winter snow removal policy and will reconsider the agreement after the policy is adopted.

Water Rate Study – Recommended Rate

Town Administrator Beaudin noted that at their last meeting, October 17, 2005 was the date set for the public hearing for setting the water rates. The Board had received a memo with the recommended rate schedule. The effective date for the changes will be December 1, 2005.

Town Administrator Beaudin explained the current rate for water is: if 150 gallons per day is used the cost would be \$142.13 annually, with new rates in place the same 150 gallons per day would cost \$224.98 annually.

Water Source – Route 107 Realty Resources

Deputy Chief Davis explained that he, Chief Siegel, Bob Bennett, Candace Daigle, Jeanne Beaudin and David McLelland, had met with Mr. Mooney and Terry Turner to discuss the water source for the Route 107 project. Deputy Davis indicated that after the meeting he, Bob, David and Chief Siegel went to the subject location to determine the position of the hydrant necessary for the project. They couldn't determine by the measurements given by Mr. Mooney the location of the hydrant and feel they need to meet with him again on site so that all involved have a clear picture of the options available.

There was discussion regarding Lakeland Managements water system not being sufficient to supply hydrants with the proper pressure. With Laconia's water lines being in the vicinity it is an option to utilize their lines and Belmont would buy the water from them. Mr. Mooney has approved the lines running across his property. Selectman Watterson suggested that they square away the details of the project before moving forward. There was additional discussion regarding the meeting with Laconia to address all water related topics, however Town Administrator Beaudin suggested that the meeting be set for this project and perhaps Laconia may want to discuss all issues, but this is a good place to start.

The Board authorized The Town Administrator to have discussions with Laconia regarding getting water to this project.

Administrative Assistant/Assessing Clerk Job Description

Town Administrator Beaudin explained to the Board that when she was hired by the Town she was hired for this position with similar functions. Over time the demands of the Assessing Office forced some responsibilities to go to the Secretary (Cary Lagace) that was hired when Don McLelland was hired as Town Administrator. With Jeanne taking over as Town Administrator a lot of the assessing office functions have and will continue go to Cary, generating the proposed job description. It is her recommendation to make this change to the current Administrative Assistant position and also hire a part-time secretary in 2006.

Selectman Cormier asked if Jeanne felt the job functions could be separated out again. Town Administrator Beaudin indicated it is too soon to tell, but she will continue to administer the assessing function as Cary learns more of the functions of the assessing office and hopes to have her work with the contracted help and learn the work that gets done in the field.

Selectman Cormier also asked what was happening with the website, Town Administrator Beaudin explained that Cary is working on getting quotes to have the website administered by an outside source. Cary explained that she has a quote from Virtual Town Hall and is getting a quote from DK Net Design, a local company for the handling of the website. Once those quotes are received they will be presented to the Board.

Selectman Caldwell moved to amend the job description to Administrative Assistant/Assessing Clerk as proposed. Selectman Cormier seconded the motion. The vote was unanimous.

Non-Public Session

Chairman Brian Watterson moved to enter non-public session at 6:10 p.m., in accordance with RSA 91-A:3 II (a). 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 6:30 p.m., Selectman Caldwell moved that effective 9/4/05, Cary Lagace's wage will be increased to Grade 11 Step 11 due to the new job description, Selectman Cormier seconded and the motion passed unanimously.

Next Meeting

The next meeting was set for September 19, 2005 at 5:00 p.m. at the Corner Meeting House.

The meeting adjourned at 6:30 p.m.

Brian Watterson, Chairman

Reginald Caldwell

Ronald Cormier, Jr.