Minutes of May 30th, 2002

Present from Board: Chairman Brown, Selectman Dawson, Selectman Manseau, Selectman O'Leary, and Selectman Foye.

Also present: Town Administrator Alice MacKinnon and secretary Catherine A. Woessner.

Chairman Brown called the meeting to order at 6:00 PM.

Review of minutes of May 23, 2002. Selectman O'Leary made a motion to accept the minutes as written, seconded by Selectman Dawson. All were in favor.

Old Business:

1. Bond issue, List of roads, general condition of them and weight issues on the roads in town will be discussed with Dennis next week.

   Selectman Manseau asked if it has been determined who paid for the permit and attorney fees. Chairman Brown spoke to Joe Plessner regarding this and Joe said after the project is completed the contractor bills the homeowner.

2. Chairman asked Alice to suggest in the letter to Mr. Hast that he limit the access road.

3. Chairman reported we received the draft report from GZA on the Pillsbury Mill Site and a copy was sent to N.H. D.E.S. for their consideration. The town will wait for final recommendation from them before any action is taken, however, the town may contact them regarding the 20,000-gallon tank. The Board discussed looking into Grants and other funding for the removal of the tank. Alice will call D.E.S. for a list of contractors and to have a representative from D.E.S. to attend a Selectmen’s meeting to discuss the report.

4. Regarding the crosswalks Alice has not heard back yet.
5. Noyes Road dumpster. Chairman spoke to Mrs. Sturgeon from Noyes Road and informed her that the Board is concerned and are acting on it and will get back to her when they have information.

6. Chairman asked Alice to follow-up with a letter to Lynn Fletcher who requested use of the Pocket Park for a fund raising event.

7. Winter Street Clean up. Chairman Brown and Joe Plessner inspected the area and took photographs. The cleaning up of the area is being done, but not in the order that is prescribed in the court petition. Chairman asked Attorney Chandler if this would be acceptable that they are not following the actual order. Attorney Chandler will get back to Joe Plessner on this.

8. Attorney authorization Bond issue: Selectman Manseau questioned this and Chairman Brown informed him that he spoke to Joe Plessner about it. Mr. Plessner said when he first started working here as Building Inspector he asked the Board of Selectmen, Ken Money was the Chairman at that time, for authorization to use town counsel when needed. The Board gave him blanket authorization to use town counsel whenever he felt it was needed in the operation of his job. Selectman Manseau said the Board voted on and it was passed that anytime legal counsel needed to be obtained, prior authorization from the Board was needed. Chairman Brown feels it is essential to the operation of Mr. Plessner’s job and the Town Administrator to have this authorization. The Board further discussed this and Chairman Brown asked to have the minutes of this decision researched and to try to establish guidelines for the Town Administrator and Building Inspector to work with. Selectman Dawson asked if there was a list of policies that the Board has established. Selectman Manseau discussed having personnel rules and regulations. Selectman Manseau suggested calling NHMA to see if they have a model of personnel employee policy we can use.

9. Surveyor, location of Range Road: Alice will call Carl Johnson, Jr., and Paul Darbyshire.

10. Draft for clean up notice. Selectman Dawson gave copies of
the draft to the Board. The schedule to take items to the Public Works Facility is July 24th through the 27th. Notices will be mailed out to residents in June and will be on Public Access T.V. The Board discussed pricing and Alice will contact Northeast Recovery for prices on propane tanks. Alice will have the notice ready for next week.

Chairman discussed the front door estimates with the Board. The estimate for the upgrade for the second set of doors from Bill Doubleday was received. Selectman Manseau asked if we found out what our limitations are if the town hall is on the Historical Registry. Alice said there is an area of the town, which is labeled National Historic District that is on the registry of historic places, but to have any restrictions upon what you can do would have to be enacted locally. To have a historic district like a zoning ordinance, and we do not have one. Selectman Manseau made a motion to go with the estimate, limited to $8,500.00 to Bill Doubleday for two sets of new doors for the town hall, seconded by Selectman Foye. All were in favor. The Board would like to have a more descriptive detailed estimate and what type of paint will be used. The Board would like a completion date.

Chairman Brown discussed the parameters on the Advisory Park Committee. Chairman went over his list with the Board.

1. Determine conceptual park design, if other than Conway School Design. Obtain Selectmen’s acceptance.

2. Obtain at least two estimates for completion, less contouring in whole or in phases. Coordinate with Selectmen to determine best date for town meeting, special or regular based on clean-up, site specific, contouring progress for presentation to the public. Alice asked if he was opening up the design phase again. Chairman said the committee could make recommendations. Based on public input and acceptance/appropriations select a contractor. Contractor to prepare final plans and contract for reviewed by committee and Selectmen for acceptance. Work to be supervised by manager or clerk of the works. Manager and contractor to meet on a regular basis with committee.
On or before completion a permanent name for the park will be selected by the committee. Upon completion, accept in writing by Selectmen. Alice said they should be active in finding funding, or alternatives to funding such as Grants or plants from local nurseries. The Board discussed the development of this committee and agreed they have to deal with the GZA Environmental report of the Pillsbury Mill site first and submit to site specific first. Chairman said this would be on hold.

Selectman Manseau reported to the Board that he has received complaints from the downtown merchants. They were pleased with the two hour parking limit, but some of the merchants called the Police Dept., as they are aware that some of the violators are merchants themselves. The police said they cannot enforce this as if it is a merchant or resident of Main Street they have every right to park there. Selectman Manseau said he thinks the Town should make every effort to inform the merchants that they should utilize the back lot. The merchants would also like to see the police foot patrol during business hours. The merchants also complained about the kids utilizing steps and the sidewalks for skateboarding. Chairman Brown will discuss this with Chief Chase tomorrow.

Selectman Manseau also discussed the traffic around the rotary on Main Street and possible ways to improve it. He also discussed the two municipal parking spaces on School Street for municipal business. Parking for employees is provided in the Municipal parking lot.

Selectman O'Leary reported that there appears to be a wash out in the watering trough. This will be reported to Dennis.

At 7:30PM Chairman Brown moved to go into non-public session to discuss employee compensation. Selectman O'Leary, yes, Selectman Manseau, yes, Selectman Dawson, yes, Selectman Foye, yes, and Chairman Brown yes.

At 7:50PM Chairman Brown made a motion to go out of non-public session, seconded by Selectman Manseau. A roll call vote was taken. Selectman Dawson, yes, Selectman Manseau, yes, Selectman Foye, yes, Selectman O'Leary, yes, and Chairman Brown, yes.
Chairman Brown adjourned the meeting at 7:52PM.