Present from the Board:
Chairman Brown, Selectman Foye, & Manseau. Selectman Dawson will join the meeting later. Selectman O'Leary not present.

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

Chairman Brown called the meeting to order at 6:02PM

APPROVAL: Minutes of 10/14/04: Selectman Manseau made a motion to accept the minutes of October 14th, as written, seconded by Chairman Brown. All were in favor.

AP & PAYROLL MANIFESTS: The Selectmen approved and signed the manifests.

ANNOUNCEMENTS:
Chairman Brown reminded the viewing audience of the Tilton-Northfield Fire Departments request for residents to obtain large numbers mounted on homes or in the vicinity so in emergency situations the emergency crews can reach your home in a timely manner. For information about house numbering, or to clarify your correct street address, contact the town clerk’s office at 286-4425 or Captain Linda Wilking at the T-N Fire Department at 286-4781.

Appointments
KEN RANDALL, TOWN MODERATOR: Mr. Randall met with the Board to discuss when the Selectmen will be at the polls on Election Day, November 2\textsuperscript{nd}, at the Winnisquam Middle School. The Selectmen will assist Mr. Randall during the election. Chairman Brown will be available at 7:30AM until later in the evening. Selectman O'Leary, from 1:00PM until closing. Selectman Dawson, from noon until later in the evening. Selectman Manseau, from 8:00AM and then again later in the evening. Selectman Foye, from 4:30PM until closing.

Mr. Randall discussed the number of voting booths in relation to the number of people on the checklist. The ratio is supposed to be 1 to 125, and Mr. Randall is not sure they are going to meet this. Mr. Randall suggested purchasing four tri-fold screens that could be placed on an eight-foot table. The Board was in agreement.

Alice informed the Board that she spoke to the Attorney General’s office when they were here at the primary election, they said not to worry about the number of voting booths because there is a proposal before the legislature to change the standards, and Tilton would probably meet the new standards. Mr. Randall said he would be enforcing the 200ft., politicking limit. Mr. Randall informed the Selectmen of the letters he received from the Attorney General’s office.

Copies were given to the Selectmen. Mr. Randall suggests going along with the endorsement in the second paragraph, page one, which states, the practice of some Moderators who have chosen to recruit a volunteer Math teacher, Bookkeeper, CPA, Accountant, or someone who is both skilled in working with numbers and who works with numbers daily to serve the Moderators as an assistant for the purpose of verifying counts before the final results are determined. Mr. Randall said this should be someone who has not been at the polls all day. Alice said she talked to Gayle Twombly today, but she will be out of town on Election Day and will not be able to do this. Alice will call Jim Shepherd to see if he will be available to assist the moderator regarding the verifying of the count. The Board
discussed what they would pay the assistant for the moderator and what account this money would come out of. Mr. Randall suggests payment of $100.00. The hours will be from when the polls close until the final results are announced. The only requirement would be they would have to be a resident of the town. The Board was in agreement.

OLD BUSINESS: II LETTER MAIN ST., RESIDENTS REGARDING TRASH COLLECTION: Chairman informed the Board that he has discussed the draft letter with Selectman Dawson and she is in agreement. Selectman Manseau would like to add the amount of the fines on page two. Selectman Foye reported he has received calls regarding the amount of trash placed on both sides of Main Street. He also questioned why the town is slightly relaxing the ordinance for the downtown area and not for residents not on Main Street. Chairman Brown said this is done because the trash collection has to start so much earlier in the morning because of the traffic, it allows Main Street to put their trash out that evening after business hours. Chairman Brown made a motion to accept the draft letter as amended, seconded by Selectman Manseau with another amendment. Selectman Manseau asked to have a time period on this. If this does not work, Selectman Manseau feels the Board should revisit it again if the trash on Main Street is still out of control. Selectman Manseau also stated the businesses on Main Street should take pride in downtown and take steps on their own to alleviate this situation. Chairman Brown will add another paragraph stating that the Board will be monitoring this situation and will revisit it again in the spring of 2005. Chairman Brown accepted Selectmen Manseau’s modification, all were in favor.

Old Business IV: Consideration of mailing services:

Chairman Brown discussed the new mailing list that was prepared at town offices. There are 1028 mailing addresses on the list, which do not include commercial listings. Alice explained that addresses get added to the list when 911 addresses come in. Selectman Manseau
suggested having a sign on the front counters in town hall when residents some in to register their vehicles, they can sign up for town mailings. Chairman asked the Board how they feel regarding using the town’s updated mailing list versus Ecco’s list. The Board is in agreement to continue using the town’s mailing list with updates as address changes come in.

At 6:35PM Selectman Dawson joined the meeting.

**OLD BUSINESS I: CODE OF ETHICS:**

Chairman Brown informed the Board that the Code of Ethics were discussed in 1997 according to research and were supposed to be approved at the following meeting, but there is no record of this. After the Board's review Selectman Manseau commented on Article IV, Penalty for Misconduct, Section I: regarding the removal of Selectmen by the majority of the Board. Selectman Manseau said he assumed this was after an independent investigation of a violation as the public elects the Selectmen and would think they would have a right to have input into an investigation and/or the removal of any member of the Board. Selectman Dawson said the RSA’s are very specific on how and what can be done to remove a Selectmen from office. The Board also discussed the penalty issue. Chairman Brown said he would further research these issues and present it to the Board at their next meeting.

**OLD BUSINESS III: RECONSIDERATION OF STOP SIGN REMOVAL; MANSVILLE & NOYES RD.**

Selectman Dawson reported she spoke to someone at the Department of Railroads and he implied there is a process to follow to remove the stop signs at railroad crossings. He said if the town initiates this process it is possible the town would have to install a lighted crossing. The Department of RR would send an official to study both RR Crossings and determine what would be necessary to make them safe. He also said he did not believe the town could remove the crossings because he believes this was initiated by the Department of RR. Selectman Manseau asked to place a hold on the motion the Selectmen made
on October 14th, to remove the stop signs from the RR Crossings until they have more information or a copy of the regulations to review on unguarded RR crossings, seconded by Chairman Brown. All were in favor

OLD BUSINESS IV: EMPLOYEE MANUAL (FOR REVIEW):

Chairman Brown reported that the subcommittee consisting of him, Selectman Dawson, and Alice has recently completed the draft of the employee handbook. Chairman asked the Board to review this for the next Selectmen's meeting of November 18th, 2004.

NEW BUSINESS I:

BESTWAY TRASH RENEWAL CONTRACT:

Chairman Brown discussed a letter from Bestway regarding the renewal of their trash removal contract with the town. Chairman noted there is an initial increase of 7% increase over the former contract. Alice explained there is a cap. The first year will be 7% and then after that there is a cap of 5% per year. After the Board discussed this Selectman Manseau and Selectman Dawson asked to have the trash collection go out to bid. Chairman Brown said he was satisfied with Bestway. Selectman Foye said he is also satisfied with Bestway. After further discussion the Board agreed to obtain comparison prices before renewing the contract with Bestway.

NEW BUSINESS II: TOWN WIDE REASSESSMENT PROPOSALS:

The Board reviewed the comparison of the revaluation bids the Board received for the reassessment in 2005.

1. VISION: $135,000.
2. CLT: $133,500.
3. EARLS: $120,000.

After the Board discussed the bids they asked Alice to contact Vision to see if they would adjust their bid for the value of the update, and for the internet public access
before the Board makes their decision. These are costs that CLT and Earls do not have in their bids.

**NEW BUSINESS III: SCHOOL FORMULA REVIEW:**

Chairman Brown reviewed the Proposed District Formula with the Board. The current formula for Tilton is 37.75% and the proposed formula for 2005 is 33.75%. Chairman stated they were able to bring it down 4% for Tilton. Northfield's increase is 3%, and Sanbornton is 1%. If the proposed formula is passed it will be for five years. Chairman Brown informed the Board that the School Board would like the Selectmen to vote on whether or not they support the proposal. Selectman Manseau feel the simplest approach to the formula would be student ratio. Chairman Brown made a motion to accept as a body the proposed school formula for Tilton, seconded by Selectman Foye. All were in favor with the exception of Selectman Manseau who opposed.

Chairman Brown reminded the Board that they each have a packet of the outside agencies for the 2005 budget. This will be discussed at the November 18th, meeting. Selectman Manseau feels their target for 2005 budget should be level funding with the exception of COLA.

**REPORTS FROM SELECTMEN**

**SELECTMAN DAWSON:** Asked the Board to adopt a policy on intents of cut that come before the Board so everyone is treated the same. Selectman Dawson is suggesting that when the intent to cut comes in it is automatically researched, such as are there any taxes due, and if there are take the appropriate steps such as a bond. Selectman Dawson has not received a response yet from NHMA regarding RSA 79: 10,3. Alice said this is enabling legislature that allows the town to place a lien on the property if the taxes are not paid within the 30-day grace period. The second option would enable the town to require a bond under these circumstances. Chairman Brown asked Selectman Dawson if she would write the policy when she gets all of the information back from NHMA. Selectman Dawson said she would work on
putting the policy together.

**QUESTIONS FROM THE PUBLIC**

Gordon King, reporter from the Evening Citizen asked what the current evaluation of the town is. Alice said it is at 77.7. Alice explained a full measure list was done in 1990, but there have been several updates since. There was one in 1995, one in 1997, and one done in 2000. Gordon also asked Alice if she was going to do a rolling revaluation that they have in some communities where every year every sale is reviewed. Alice said she would not recommend doing this, but feels it would be better doing it by neighborhoods. Alice said watching the exit 20 area is important to see how values change. It is important to monitor all neighborhoods or all types of property in the town whether it be mobile homes, waterfront, or residential areas. Alice said when this revaluation is done; residential property owners are the ones that are going to be hardest hit because their ratio is around fifty percent. Alice said most assessments will double in general and the rate will not fall by fifty percent. It may fall by a third or forty percent, but it will not be cut in half. Alice said the people in the neighborhoods are going to pay more.

At 7:25PM Chairman Brown asked for a recess.

At 7:30PM the regular session resumed.

**SNOW REMOVAL PROPOSAL:**

**Jim Cropsey, MC&G , INC. RIVERFRONT PLACE,**

**Dennis Allen, Public Works Director.**

Jim Cropsey joined the meeting to discuss the proposal he presented to the Board regarding the town removing the snow on the main sidewalk that is going to be built from the old Endless Belt Factory across the Riverfront Park to their off site lot which will be located off of Mill Street. This would be in exchange for Mr. Cropsey removing the snow from the proposed new parking lot at the new park site.

Mr. Cropsey presented an overview plan for the Board and
Chairman Brown asked Mr. Cropsey if this proposal for snow removal is something they need to deal with now or should they wait as the park will not be completed for at least a year or longer until it is totally functional. Mr. Cropsey informed the Board that they are trying to schedule their various openings with the town’s completion of the park. The first phase would be 10,000 sq. ft., on which they do not need any off site parking, but for phase II they would need the 78 spaces on Mill Street. Phase II is for 20,000 sq. ft., to be completed towards the end of 2005, if not early 2006. Mr. Cropsey said the initial opening would be for mid 2005. Mr. Cropsey said their request is, because they do not have commercially plowing capability to plow the sidewalk. If they were to do this it would require them to make the surface for that sidewalk larger in order for them to plow with a truck. If they were to do it would have to be ten foot wide, which is not part of the plan for the truck. They are using pavers for the sidewalk should not be plowed, they should be snowblowed. Mr. Cropsey said he would like to coordinate this plan with the town so it works best for everyone.

Public Works Director Dennis Allen commented that he would need to reconfigure his machine to snow blow the sidewalk. Dennis asked Mr. Cropsey if he is going to plow the Park Parking lot where would he store the snow. Mr. Cropsey said they have a snow storage area, which would be adjacent to Main St., near the electrical boxes. Mr. Cropsey indicated where this would be on the map he presented to the Selectmen and Dennis. Dennis asked to have Jim clarify where he would be putting the snow and if Jim is doing the plowing how he would plow it, and who will be obligated to remove the snow from the parking lot once it build up. Dennis said as far as plowing the sidewalk, unless it is a large snowstorm; he uses the trackless with a blade on it.

Dennis expressed his concern as to the time he would be expected to start plowing the sidewalks. Mr. Cropsey said it would probably be the same as the store openings on Main Street, around 9:00AM. Dennis said this is the
biggest problem he foresees and does not want to be committed to a certain time to plow the sidewalks. Dennis said the times for plowing will change depending on the snowstorm, he cannot guarantee a time.

Dennis asked the Board how long this arrangement would be in effect. Chairman Brown said it could be whatever term they want, with the option to renew. Mr. Cropsey said it should be done definitely until such time Rte., 3 & 11 is done. He said the town might decide they need an access point for the sledding rink and the ice rink. Mr. Cropsey also said that he is not restricting his parking at either place, so if there is a winter event at the Park, there are 114 spaces that Mr. Cropsey is offering for use for such events.

Dennis said he plows the School sidewalks first, then Main Street and depending on the storm he could do the Riverfront sidewalk, but it is possible that would not be until 9:30 or 10:00AM. Dennis said if there are no time restrictions, then he would get to the Riverfront sidewalk after he does Main Street sidewalks. Mr. Cropsey and the Selectmen are in agreement with this arrangement. Mr. Cropsey informed the Board that if possible he would have the town listed as an insured on his insurance policy because they are plowing the town parking lot. Dennis asked who would be responsible for removing the snow when the parking lot fills up. Mr. Cropsey said it would be his responsibility to remove the snow from the town parking lot. Chairman Brown will give all of this information to town counsel and he will prepare a response in writing. The Board was in agreement.

Mr. Cropsey asked the Board whom he should contact regarding the 307 Main Street property. Mr. Cropsey would like to determine how to get the sidewalk changed and add parking to that location. The Board recommended Mr. Cropsey go to D.O.T., with the proposal informing them they are taking the proposal to the Planning Board.

Dennis asked the Board if he would be able to store snow at the ball field. The Board said he could.

Chairman Brown informed the Board of a letter from the
Congregational Church regarding the decision the Board made at their October 14th meeting. The request was for the Public Works Department to pave the inside corner in the back where the Paster parks her vehicle. This area has a water problem. The letter states that the water is not coming off the roof, but actually from runoff from the town’s streets because they are sloped in the wrong direction. Chairman said he and Dennis have not observed this.

After the Board discussed this they agreed the area will be observed and monitored and an assessment will be made in the spring. Chairman Brown said if it is the town’s fault then they will take the necessary action to correct it.

Chairman reminded the Board that at their meeting of November 18th, there would be a public hearing to accept the donations and to be able to expend them. The Board will also cover the outside agencies for budget 2005. Alice asked if there are any questions beforehand that they would like researched, please contact her so she can have the answers at the meeting.

Chairman Brown made a motion to adjourn the meeting at 8:20PM. All were in favor.