Present from the Board:
Chairman Richard Manseau, Selectman Wadleigh, Selectman Dawson, Selectman Cavanaugh, and Selectman LaPlante.

Also present:
Secretary Catherine A. Woessner.

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

Chairman Manseau and the Board of Selectmen welcomed new Town Administrator Robert Veloski.

Appointments with Selectmen:

Sandy Plessner, Land Use Office: Sandy met with the Board for clarification of the memo sent out regarding advertising only in the Winnisquam Echo weekly paper. Sandy explained that the RSA's are very specific regarding when the ads go to the newspapers (12 days before the meetings). Sandy asked the Board if she should run into a problem if she would be able to use a daily newspaper for her advertisements. After the Board discussed this Chairman Manseau stated that trying the Echo because of the distribution pattern that they have we should make every effort to make it work, and if becomes an issue and a problem then the Board will re-address it.

Avitar Contract: Selectman Cavanaugh asked to have Town Administrator’s input regarding the payment schedule for Avitar. Selectman Cavanaugh said they can pay $50,000 for two years and $120,000 the last year, or they can pay $74,000 per year for three consecutive years. Mr. Veloski said if they want to even their tax rate over the course of time, the best way to go would be to level budget it for the $74,000 over the three years. After the Board further discussed this Selectman Cavanaugh made a motion to go with the lower cost of $51,250, for 2007, $52,292, for 2008, and $120,173. for 2009, seconded by Selectman Dawson. After discussion the Board agreed to go with the lower payment schedule. Selectman Cavanaugh withdrew his first motion and made a motion to go with the lower payment
schedule of payments of $74,571 in 2007, $74,572 in 2008, and $74,572 in 2009, seconded by Selectman Dawson. All were in favor.

**Abatements from Avitar:** The Board approved and signed the abatements presented from Avitar and also a Land Use Change Tax. Selectman Cavanaugh read a memo from Lauren Martin from Avitar stating that she received the signed contract which included Avitar’s assessing and tax collection programs, but understands there may be some confusion regarding the tax collector’s program and before Avitar starts the conversion for the town would like to clarify this. Lauren has spoken to Sue Fecteau the tax collector who stressed she does not want to switch from BMSI to Avitar. Lauren said it was her understanding that collectively the Board wanted to make that change regardless so the assessing and tax collecting systems would be fully integrated and seamless. If this is not the case we should sit down and clarify what is expected. Selectman Cavanaugh said it was his understanding that the Avitar system offered more security than the BMSI program and if this is the case Selectman Cavanaugh would implore the rest of the Board to agree with using Avitar. Selectman Cavanaugh asked the secretary to contact Ms. Martin and ask her to have in writing the advantages of having Avitar. Chairman Manseau said he has discussed this with the tax collector and the Board would welcome her input.

**Invoice, from Office Cleaners:** Selectman Cavanaugh asked the cleaners for a quote to wash the walls in the town offices as opposed to spending a greater amount to have them painted right now. The amount is $175.00. Chairman Manseau made a motion to accept the quote of $175.00 from Polly’s cleaning company contingent upon there being enough money in the budget, seconded by Selectman LaPlante. All were in favor.

**Correspondence:**

**Public Hearing:** The Tilton Board of Selectmen will hold a public hearing at 6:30PM on Thursday, November 2nd, 2006 at town offices to review a Housing and Community Development Plan, Residential Anti-Displacement and Relocation Assistance Plan, and a proposed Community Development block Grant application for $500,000.00. If the application is successful, the Town will grant these funds to the Belknap County Economic Development
council (BCEDC) that, in turn, will loan these funds to Moultonborough Hotel Group, LLC. The loan repayments will be used to further capitalize a regional economic development loan fund that is administered by the BCEDC. The federally funded Small cities Community Development Block Grant Program is administered by the New Hampshire Community Development Finance Authority. Grants may be used for housing rehabilitation, certain public facilities, and economic development activities. Grant funds must directly benefit low and moderate income households. Interested citizens are invited to attend and comment on the proposed application. Written comments to be discussed at the hearing must be received by 12:00 noon on November 2, 2006 and should be directed to the Board of Selectman in writing at Town of Tilton, Town Offices, 257 Main Street, Tilton, NH 03276. Office hours are from 8:30am to 4:15 pm, Monday through Friday.

Concord Monitor: A notice and check ($25.00) from the Concord Monitor for a spreadsheet format of Tilton’s assessment information. The Board agreed that the tax collector should send a letter to the Concord Monitor regarding this matter.

Town Administrator Bob Veloski: Mr. Veloski discussed the time sheets and lack of back up from some of the departments. Some are just the front sheet with the number of hours on employees and others include individual sheets of the employees. The departments are not consistent in how they fill out time sheets. The Selectman discussed the ADP program with Mr. Veloski and said this would take care of almost all of the problems. Selectman Cavanaugh explained that the way the system works is that you load in the parameters of when the employees are normally there and can be edited anytime. Everything is submitted electronically. There is direct deposit that is allowed to go to three different places. Selectman Cavanaugh said the Selectmen would like to have ADP come in to meet with the department heads to explain the benefits and answer any questions they may have. Mr. Veloski informed the Board that he will be meeting with the three local banks in the area regarding investments and what they can do for the town.
in terms of making more money in terms of interest from the money the
town has in banks at this point in time. Mr. Veloski will get back to the
Board after he has met with all three banks.

Mr. Veloski informed the Board that he has asked the department heads to
submit a preliminary budget to him by October 20th. Mr. Veloski said he
would like to send a spread sheet to the Board of Selectmen, Budget
Committee and to the department heads so they can have an actual on line
look at where the budget is at least twice a month.

Mr. Veloski asked the Board about COLA for 2007 as they need to give the
department heads direction as they are bringing in their budgets. Chairman
Manseau explained that there is a built in 4 percent potential merit so the
board keeps this in mind when they set the COLA.

At 6:50PM Selectman Cavanaugh excused himself from the meeting.

Chairman Manseau discussed the application that is presently used for the
use of the Island and has prepared a new application for the use of the
Island, Rte. 132 Recreation Field, Riverfront Park, Vest Pocket Park and
Buffalo Park. The only modification was an e-mail address and added; any and
all decorations and trash will be properly removed and disposed of. The
Board discussed sending a copy of the application to LGC to see if they need
to put a disclaimer on regarding liability. Chairman or designee for signature
and the secretary will handle the scheduling of events. The other
application is for volunteers to submit to the Selectmen to sign off on.

Mrs. Colby asked why she was not notified of the Selectmen's meeting of
last week when Mr. Hast was on the agenda. Mrs. Colby said her name was
mentioned and the greenhouses were mentioned. Chairman Manseau
informed Mrs. Colby that they are not required to notify a resident of a
meeting unless there is some type of construction and you are an abutter,
then you would be notified of a meeting. Mrs. Colby asked why Mr. Hast is
allowed to block the road. Mrs. Colby said Mr. Hast claims this is his road,
but that has not been determined that it is. Chairman Manseau reminded
Mrs. Colby that the Selectmen gave Mr. Hast to close the road off because
he was having problems with hazardous waste being dumped there which became a liability. Mrs. Colby said that Mr. Hast has two wires there one at the beginning of the road and one further up. Mrs. Colby mentioned that she tripped twice on the wire. Chairman Manseau said he will contact Mr. Hast to try to take care of this situation.

Dennis Allen, Public Works Director: Dennis went over the bids that came in for the High Street Bridge project. Six bids went out and there were two bids that came in, Cullen Concrete and Piscopo Construction. Piscopo’s bid was $114,000, and Cullen’s bid came in at $92,921.00. Dennis said this was a little higher than the estimated projection from what the Turner Group thought it would come in at. Dennis reported that the construction contingency is $9,200 and the project contingency would be another $6,000. Dennis said the contingency is only if there is additional work that was not expected. Dennis said once the Board gives their approval Cullen can start the project next week. Chairman Manseau made a motion to accept the bid from Cullen Concrete for the High Street Bridge project in the amount of $92,921.00 and to authorize them to start the job as soon as possible, seconded by Selectman LaPlante. All were in favor. Dennis will inform the Police and Fire Departments know that High Street will be closed during construction.

Dennis informed the Board that Lowe’s does not know who is responsible for the cutting of the grass, but will check into it further and get back to Dennis.

Dennis also informed the Board that regarding the crosswalks (Riverfront Park) district 3 does not handle this and Dennis has contacted Traffic Bureau who will send the necessary forms to fill out and the guidelines the town will have to meet. Once this is done they will send an engineer out to look at it. Dennis said he has ordered the handicapped signs (Loading and Unloading Zone).

APPROVAL: MINUTES OF 9/28/06: Selectman Dawson noted a correction on page seven, first paragraph should read: impugn or adversely affect. Chairman Manseau made a motion to accept the minutes of
September 28th, as amended, seconded by Selectman Dawson. All were in favor.

Old Business: Letter from DES regarding the tank closure report and payment of $19,097.00 for compliance costs. After the Board discussed this, Town Administrator Bob Veloski will send a letter to the LGC, Property Liability Insurance regarding this issue.

BUDGET 2007 OUTSIDE AGENCY REQUESTS:

CHILD & FAMILY SERVICES: Request is for $2,000 which is level funded from last year. Selectman LaPlante made a motion to accept the $2,000 2007 budget request from Child & Family Services, seconded by Chairman Manseau. Discussion: Selectman Wadleigh asked if our Welfare Director had any input for this agency. Selectman LaPlante tabled his motion until there was further discussion with the Welfare Director. The Board will meet with Heather on Wednesday afternoon to discuss some of the budget requests for 2007.

Birch Hill Kennels: Selectman Dawson asked Captain Wellington if Birch Hill Kennels can provide the same exact services as the Humane Society does; would the police department have any problems using them? Captain Wellington does not foresee a problem as long as they are providing the same services. Selectman Dawson said they are providing the same services basically cheaper because he is not charging a fee if an animal is unclaimed. The Humane Society charges a fee for this service. Birch Hill Kennels has agreed to charge the same fee the Humane Society charged the Town last year which is $6,000 inclusive of all costs. Selectman Dawson suggests they wait on a decision until they receive a request for 2007 from the Humane Society. The Board agreed. The Board asked Captain Wellington to inform the ACO (Animal Control Officer) and to check the Birch Hill Kennels to make sure it is up to the standards.

Visiting Nurse Association: Request is for $14,733 a seven percent increase from last year. Selectman Dawson made a motion that they accept
Budget requests for 2007:

the VNA of Franklin’s 2007 budget request of $14,733.00, seconded by Selectman Wadleigh. All were in favor.

Chairman Manseau announced he would like to have the Parking notice that was distributed to employees posted in the Kiosk and a copy to the Main Street Organization.

The Board discussed a request from Pat Clark, Chairman of the Riverfront Park Committee to sign off on the retainage fee from CCI. The Board signed the request.

Reports from Selectmen:

Selectman Dawson:

Evaluation Errors: Selectmen Dawson asked the Board if they should talk to Avitar regarding the evaluation errors that were discovered. Should Avitar correct them and send out new bills with the correct valuation on them. Vision will not defend values that have been changed arbitrarily by someone other themselves. The Board agrees this needs to be done before December. Chairman Manseau made a motion to authorize Avitar to make these changes. There are 135 changes to be made. An independent review of the assessments were made by the Committee. Scott Davis Chairman of the Assessment Review Committee will help Avitar with this. The Board will discuss this with Avitar when they are here on Wednesday, October 18th.

Selectman Dawson asked if the reports the committee has from the tax collector can be returned to her at this time. Chairman Manseau would like to hold off on the release of these reports until they speak with Avitar as they may need this.

Chairman Manseau:

Street lights: Chairman Manseau asked the Town Administrator to contact PSNH regarding the street lights that are out in town. This has been an ongoing issue for the past two years. Captain Wellington has a list and will give a copy to the Administrator.
Selectmen’s meeting minutes of 10/12/06

Town Administrator, Bob Veloski: Bob suggested having a banner on the wall behind the Selectmen with Town of Tilton and having the tax rate with the break down in the lower corner. Scott Davis also suggested showing the date of the Selectmen’s meeting that evening placed on an easel behind the Selectmen for viewing by the public.

Chairman Manseau reported that he went to the opening of the Granite Media Center and spoke to Denise Beauchaine from Public Access who was also there and she mentioned that Metrocast has a grant program for equipment. Chairman said he will contact her for further information on this.

Chairman Manseau said one of the issues he brought was the sets they used would have to be torn down and will go into the waste stream. They said they would pay to have it hauled away, but the issue of concern the Chairman brought up is that this goes against the town's GAT (Gross Annual Tonnage) and would adversely affect the community if the trash became excessive. Chairman said they agreed to have it closely monitored to see if it does have an impact and if it does they will contract with the appropriate companies to dispose of it to another location and would pay for this.

Selectman Wadleigh:
Selectman Wadleigh asked if any other Boards, other than the Selectmen tape their meetings for Public Access. Chairman said the other Boards were informed they could tape their meetings, but declined to do so.

Chairman Manseau adjourned the meeting at 7:47PM.