Selectmen's meeting minutes of March 22, 2007

Present from the Board:
Selectman Dawson, Selectman Wadleigh, Selectman LaPlante, and Selectman Pearson. Selectman Cavanaugh was not present.

Also present:
Town Administrator Robert Veloski, and Secretary Catherine A. Woessner.

Selectman Dawson called the meeting to order at 6:00PM.

**APPROVAL:** Minutes of March 15, 2007.
Selectman Dawson made a motion to accept the minutes of March 15, 2007, as written, seconded by Selectman LaPlante. All were in favor.

Payroll and A/P manifests were approved and signed by the Board.

**Announcements:**

Selectman Dawson welcomed newly elected Selectman Tim Pearson to the Board.
Selectman Dawson announced that they still need members for the Planning and Zoning Boards. The Budget Committee needs one more member.

The Town Meeting has rescheduled for Saturday, March 31, 2007 at 8:00AM at the WRHS Cafetorium.

The Department of Revenue Administration is having a mini-course regarding Current Use, Rules & Criteria on April 26, 2007 from 9:00AM to 12:00PM. At the Rochester Public Library. Registration is required; please let the Town Administrator know if you are interested in attending.

The Pines Community Center is having an Easter Breakfast on Saturday April 7th, from 7:30AM to 10:00AM. The charge is $5.00 for adults and $3.50 for children, ages 12 and under.
Correspondence:

TTG Environmental Consultants is asking the Selectmen to choose a testing company to provide materials testing and construction monitoring for the Silver Lake Road & Brook Road Reconstruction Project.

There are four firms to whom RFP’s were sent to. The low bidder for the project is John Turner Consulting, Inc. (JTC) who is their recommendation.

After further discussion Selectman LaPlante made a motion to accept John Turner Consulting, Inc. for materials testing and construction monitoring services on the roadway project, seconded by Selectman Pearson. All were in favor.

Notice from BTLA regarding an appeal. A copy will be sent to Avitar advising them of the request.

Request for funding from The Friends Program. They are asking for support as they have lost some of their funding. Welfare Director Heather Thibodeau has recommended this organization. They are trying to raise $40,000 by June 30, 2007. Selectman Dawson said they have not budgeted to fund this agency and suggests they send a letter explaining they could not fund them this year but advising them the process to go through to present it to the Budget Committee for next year. This will be further discussed at next week’s meeting.

A letter from Avitar regarding J. Christie’s response to their settlement offer with a counter proposal. Selectman Dawson asked to have copies of this letter for the Selectmen and they will discuss it at next week’s meeting.

Appointments with Selectmen:

Town Clerk Cindy Reinartz: Cindy informed the Board that she and Sarah Paratore worked on writing the grant for the FDR banner which has to be submitted by March 31, 2007. The grant is for $2,170.00 and Cindy asked the Board to sign the application. Cindy said once the banner is restored it
can be a wall hanging and would like to see it hung in the meeting room of Town Hall.

Cindy discussed the notary services the Town provides free of charge for residents and non residents. Cindy asked the Board to consider charging non-residents for this service in the amount of $5.00. The local banks charge $10.00 for this service. After the Board discussed this they agreed to charge the fee of $5.00 for non residents, but would like to have a sign posted as such. Cindy said she spoke to the tax collector regarding the fee and she is in agreement. After discussion Selectman Dawson made a motion to charge non-residents $5.00 for notary services, seconded by Selectman LaPlante. All were in favor.

Cindy informed the Board that she has been advised to attend the next Tax Collector’s workshop in April if she is considering running for the combined position of Town Clerk/Tax Collector. The fee for the workshop is $35.00 and Cindy is asking for the Board’s approval to attend. Selectman Dawson asked if there is a workshop for Town Clerk if the Tax Collector is considering running for the combined position. Cindy said the Town Clerk’s workshop is in May if the Tax Collector would like to attend. Selectman Pearson does not feel the Town should pay for the workshops as if they pay for one they would be obligated to pay for the workshop for anyone else running for the position. Cindy said this would not be a problem and she will pay for it herself. After discussion Selectman LaPlante made a motion to authorize payment of $35.00 for the Town Clerk to attend the Tax Collector’s workshop, seconded by Selectman Dawson. Two in favor, two opposed. Motion does not carry.

Cindy informed the Board that in the primary she received two memory cards for the accuvote voting machine which are pre-programmed. One is the main card and the other is a backup. The second card was never sent back to LHS, the programmers to be re-programmed and it is not in town hall. Cindy said the last time the card was used, previous to this last election the card was never sent back to LHS. A charge of $25.00 appeared on the invoice from LHS for a rental fee for the missing card. Cindy said the cost of a new memory card is $250.00 but in talking with the company they could sell her a used memory card which would be $100.00 and is good for ten or eleven years. Selectman LaPante made a motion to purchase the
used memory card in the amount of $100.00, seconded by Selectman Pearson. All were in favor.

**Jim Augur, Main Street “No Loading Zone”:**

Mr. Augur said he is here this evening hoping to resolve an issue regarding the posted “No Loading Zone” sign in front of 262 Main Street. Selectman Dawson explained to Mr. Augur that the owner of the laundry mat met with the Selectmen and asked if they would consider putting the sign up. When a truck is parked there, there is very poor visibility of the traffic coming from Northfield over the bridge. Selectman Dawson said these were the reasons the Selectmen approved the no loading zone sign. Mr. Augur said his deliveries to his store are made by tractor trailer and asked if there is a statute in town that allows for double parking on Main Street for loading and unloading. Captain Wellington said during loading, as long as it is not in front of a “no loading zone”. Mr. Augur explained that he is in the process of selling his building and needs assurance that the new owners will be able to accept deliveries without it being a problem. Mr. Augur asked to clarify so there is no miscommunication that there is not a problem with a tractor trailer truck being double parked for deliveries and loading. Captain Wellington said for a short period or time and explained that there may be a problem; they may have to ask to have the truck move for one reason or another. Mr. Augur said the deliveries would not take more than half an hour. Mr. Augur said as long as he has a guarantee that there will not be any impedance of deliveries for himself or prospective buyer. Selectman Dawson there were a number of reasons why they designated that area no loading zone. It was the length of time, obstructive of view because of the tractor trailer in their line of vision, also the issue of blocking the ingress and egress to Rte., 3 from that parking lot and then being on the sidewalk. Selectman Dawson said they also knew that by putting that as a no loading zone, that a truck could still park in the road area of Rte., 3 and actively loading and unloading, but not in front of the sign.
Captain Owen Wellington:

Captain Wellington stated as the Chairman of the Police Study Committee they have put together a matrix and gave copies to the Selectmen to review. It describes the property they have looked at and the price. Captain Wellington said what they would like to impress on the Board is the location and proximity to the downtown and commercial district. Access and viability and the ease of access and the public visibility (building being visible). Environmental and abutter impact. Development costs based upon visual inspections only at this point. Also availability based on local knowledge and preliminary contact with the property owners and the purchase price. Captain Wellington said they used a gulf rating of one for highly favorable, two being favorable, and three being unfavorable with the full understanding that it is up to the Selectmen and the body to come to the final decision. The Committee believes it is imperative that the Selectmen look at the matrix presented tonight and proceed in an expeditious manner to procure a piece of property before it disappears, to put a Life Safety Building on. Captain Wellington said there are very few pieces of property available that fit the needs that they require. Captain Wellington offered to meet with the Selectmen if they should have any questions after their review of the matrix. Captain Wellington stressed that time is of the essence.

Captain Wellington presented three grants for the Selectmen to sign.

1. **HIGHWAY SAFETY GRANT:** To fund the motorcycle.
2. **DWI PATROL IN JULY:** This is additional grant monies that come in to be paid at overtime for two officers to patrol on a weekend in July to specifically target DWI’s.
3. **DEPT. OF SAFETY:** For additional portable radios. The PD did purchase some last year and this would complete their needs for portable radios.

Captain Wellington explained that these grants are for the total amounts.

Captain Wellington informed the Board that Wal Mart had some bicycles that they were going to dispose of and asked the Police Department if they
would be interested in taking them rather than disposing of them as they could not sell them. The bicycles are presently stored in the basement of Town Hall. Captain Wellington would like to accept the bicycles with the intention of bringing them to public auction and use the funds fittingly. There are approximately 33 bikes. Captain Wellington said Wal Mart donated the bicycles with the idea that they would be taken to the auction. Selectman Pearson suggested talking to the Welfare Director who may know of children or through a police program that works with kids. Captain Wellington said under RSA 471, which is property held by the police department which is the RSA they dealt with when they had 30 bikes the last time they took them to the State auction. The RSA states if the property cannot be returned to the finder, the property shall be sold at public auction and the proceeds turned over to the town, except that any bicycle which has been held in police property room for 90 days or more shall be sold at public auction with the proceeds used for the support of a local bike safety program. Or if no local bike safety programs are available then with the consent of the local governing body to do what they think is fair. Captain Wellington said what they used the money for last year was for the COP CARDS that were given out to the local kids. Captain Wellington said under this RSA accepting of personal property donated to Town’s and Villages. Any Town or Village District or meeting may adopt an article authorizing the Selectmen to accept gifts of personal property other than money which may be offered to the Town for any public purpose and such authorization shall remain in effect until such time.

Captain Wellington said if they were to bring the bicycles to the State auction they would then set up a bicycle registration type program where everyone’s bike would be registered and they would have a sticker to put on the bike so if it was lost or stolen they would know who it belonged to when found. This would not exhaust all of the funds and there would be other ways to use the funds for the good of the community. The State auction is May 19th, 2007. Captain Wellington said they have the bicycles and need to accept them as a gift and can decide what to do with them at a later date.

Selectman Pearson made a motion to accept the property as recommended by Captain Wellington as a gift, seconded by Selectman LaPlante. There was discussion regarding the need to have a public hearing before they can
Selectmen's meeting minutes of 3/22/07

accept a gift. Captain Wellington said if the value of the gift is under $500.00 or less a public hearing on the proposed acceptance shall be at the discretion of the Selectmen. Captain Wellington said none of the bikes cost over $500.00. All were in favor.

Selectman Dawson made a motion to allow Captain Wellington to sell the bicycles at the State Auction and the Selectmen will determine what to do with the money when they have an amount, seconded by Selectman LaPlante. All were in favor.

Selectman Dawson discussed the letter they received from Mr. Berard and the recommendation from Avitar regarding his assessment. After discussion Selectman LaPlante made a motion to accept Avitar's recommendation dated March 27, 2007, seconded by Selectman Wadleigh. All were in favor.

Selectman Dawson informed the Board that she spoke to Chuck Mitchell who manages the Town's website. There are no fees for this website but there is a limit to the amount of information that can be on the website. Chuck suggested that the Town keep two years of minutes, Selectmen, Budget, and Planning Board. Right now they keep up to four years of minutes and he would like to archive the rest of the minutes on a disk so when someone requests minutes they can easily be accessed from those disks. Selectman Pearson asked to table this and would like to talk to Chuck about this. The Board agreed.

Selectman Pearson said upon review of the A/P invoices and checks that are in Alphabetical order he would be in favor of having them ranked in descending order of dollars from front to back. Selectman Pearson feels they would be more interested in looking at the higher dollar items. Selectman Pearson asked if they need to have a Public Hearing to review winter policies.
Selectman Pearson informed the Board that he has a nephew who is a graduate of the Air Force Academy and is an F16 Pilot who has been flying missions in Iraq and sent a U.S. Flag that was flown in his cockpit over
Baghdad for 5.1 hours on a mission and he thought this flag could be used in the boy scouts processional at Town Meeting, if there are no objections. The Board was in agreement.

Selectman Dawson discussed the Public Hearing regarding the winter maintenance policy. It was agreed to have this on April 5th, and Selectman Dawson asked the Town Administrator to notify the attorney.

**Report from Town Administrator Robert Veloski:**

1. **Vendor fees:** The Town is presently charging $50.00 for the first month and $25.00 each month thereafter. The PD secretary asked if the Board would consider reducing the fees. The Board addressed this policy last year but it has not been completed.

2. **Grange Hall:** Bob informed the Board that the heat and utilities are on all year long. The telephone is used for the alarm system. Bob asked the Board how they would like to proceed with this.

3. **Senator Sununu's office:** Some of his staff will be at Town Hall on April 3, 2007 between 2:00PM and 3:00PM to talk to residents regarding any concerns they may have or in need of assistance with a federal matter.

4. **T-N Fire Dept.:** Sponsoring a car seat check up on March 31, 2007 from 10:00 to 2:00PM if anyone is interested in bringing their car seats in and having a safety inspection done. The location is 149 Park Street, in Northfield at the T-N Fire Station. Bob will call and ask if they are planning on another date as this is Tilton's Town Meeting date.

5. **Metro cast:** We are being billed from the cable company for $15.00 per month for additional e-mail addresses. We are allowed five addresses and after that there is a $5.00 per month for each additional one.

6. **Articles, Town Meeting:** Bob mentioned to the Board that they originally had three Selectmen to address the warrant articles at Town Meeting, but may want to reconsider the articles as there will be five Selectmen at Town Meeting.
7. Bob informed the Board that there was some damage to the screen (School Street side of Town Hall) from snow blowing. The people responsible will pay for the damages.

Public Input:

Bob Brown asked why the transfer station stickers are no longer available at the town garage. Bob asked if this was a policy change or if the Board was aware of this. The Board was not aware of it and thought they needed to obtain them at Town Hall and show proof of residency. Bob said they do this at the garage also and it is convenient having the stickers made available there. Selectman Wadleigh will check this with the Public Works Director to be sure he wants to continue doing this.

At 7:37PM Selectman Dawson made a motion to go into non public session regarding employee issues and reputation of a person not being a member of the Board, seconded by Selectman LaPlante. Selectman Wadleigh, yes, Selectman Pearson, yes, Selectman LaPlante, yes, and Selectman Dawson.

At 8:10PM the Board resumed their regular meeting.

At this time Selectman Dawson made a motion to seal the minutes of the non-public session pertaining to Section A, permanently, seconded by Selectman LaPlante. Selectman Dawson, yes, Selectman Pearson, yes, Selectman Dawson, yes, and Selectman LaPlante, yes.

Selectman Dawson made a motion to seal the non-public minutes regarding Section C, until these matters have been resolved, seconded by Selectman Pearson. Selectman Wadleigh, yes, Selectman LaPlante, yes, Selectman Dawson, yes, and Selectman Pearson, yes.

Selectman LaPlante adjourned the meeting at 8:13PM.