Minutes of July 24, & 25th, 2008

Present from the Board:
Selectman Katherine Dawson, Selectman David Wadleigh. Selectman Tom Cavanaugh and Selectman Al LaPlante were not present. They volunteered their help along with Chief Cormier in the rescue effort at the Town of Epson where there was a tornado.

At 6:04PM Selectman Dawson opened the meeting and announced they would postpone the Selectmen’s meeting until Friday, July 25th, 2008 at 6:00PM when they have a full Board, seconded by Selectman Wadleigh.

Selectmen’s meeting of July 24th, continued Friday July 25th, 2008.

Present from the Board:
Selectman Katherine Dawson, Selectman Dave Wadleigh, Selectman Pearson, Selectman Tom Cavanaugh, and Selectman Al LaPlante.

Also present: Town Administrator Joyce Fulweiler, and Secretary Catherine A. Woessner.

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

Approval: Minutes of July 10, 2008: Selectman Dawson made a motion to accept the minutes of July 10, 2008, seconded by Selectman LaPlante. All were in favor.
Correspondence:

The Board reviewed Avitar’s response to Mr. Buswell’s letter regarding his concern over high taxes even with the amount of commercial growth the town has seen. The Board agreed with Ms. Martin’s response but Selectman Pearson said while it represents the number of properties it does not represent the value of the property and would like to have that added to the letter. The Town Administrator said she has that information and can add as of today what the total value is and what the percentage of commercial and residential value is.

The Board reviewed abatements and yield tax warrants from Avitar.

Legal four drawer fireproof file cabinet for property record files. The Town Administrator explained there is no more room in the present file cabinets and they need one for the elderly exemptions as well. The Board discussed the cabinet available at the State Surplus store for $50.00 and would like to have it looked at to see if it is usable for downstairs storage. The Hon fire proof four drawer is $1,651.33 delivered. The Fireking is $2,471.20 delivered. Staples $2,799.00. After further discussion Selectman LaPlante made a motion to purchase the Hon Fireproof four drawer file cabinet for $1,651.33 delivered, seconded by Selectman Dawson. Discussion: Selectman Cavanaugh would also like to purchase the $50.00 file cabinet from State Surplus for storage of records downstairs. Selectman LaPlante amended his motion to include the purchase of the State surplus fireproof file cabinet in the amount of $50.00, if usable; Selectmen Dawson amends her second to include this also. All were in favor.

The Selectmen discussed the letter from Bob Hardy, Chairman of the Parks Commissioners. The Parks Commissioners have requested to meet with the Selectmen. After discussion they agreed to have the Commissioners meet with them at their August 28th meeting at 7:00PM.
Selectmen’s meeting minutes of 7/25/08

Selectman Dawson discussed the trees that were damaged at the Riverfront Park. The Town Administrator said Pat Clark said that CCI should be contacted and they in turn will get in touch with Turf Pro. Selectman Dawson asked the Town Administrator to follow up on this and contact Turf Pro.

At 6:30PM Selectman Dawson opened the Public Hearing for the Community Development Block Grant Project. (Informational packets are available) The purpose of the public hearing is to hear public comment on a Community Development Block Grant application proposal to the New Hampshire Community Development finance Authority (NHCDFA). Up to $500,000 annually is available on a competitive basis for housing and public facilities, economic development and emergency activities that directly benefit low and moderate income persons. Up to $12,000 is available for feasibility study grants. The hearings will discuss:

1. a proposed application to the Community Development Finance Authority for up to $500,000 in Community Development Block Grant funds toward the cost of infrastructure improvements (water, sewer, storm, roadways) at White Rock Park in Tilton. The majority of the residents are of low and moderate income.
2. The Housing and community Development Plan,
3. And the Residential Antidisplacement and Relocation Assistance Plan. Provisions for persons with special needs can be made by contacting the Selectmen’s Office, via telephone (286-4521) or mail, at least five days prior to the public hearing.

Selectman Dawson opened the Public Hearing.

Donna Lane CDBG Consultant presented the proposed application to the Community Development Finance Authority for up to $500,000 in Community Development Block Grant funds toward the cost of infrastructure improvements (water, sewer, storm, roadways) at White Rock Park in Tilton. The majority of the residents are of low and moderate income. This project conforms with Tilton’s Housing and Community Development Plan’s Goal of:
Encourage municipal and private water and wastewater systems that are safe, sanitary and that meet DES regulations. (short-term and long-term goal).

The Funding request is for $500,000.

Selectman Cavanaugh said it is his understanding that if the town accepts this CDBG the town is accepting the liability if ever in the town somebody displaces people who are low to moderate income it would be the town's responsibility to find suitable housing for them. Ms. Lane said if they through a CDBG project take out housing and they do change something to something else, Barney Frank Amendment requires them to replace that housing, but they are not taking any housing out. Ms. Lane said they are only adopting the Residential Antidisplacement and Relocation Assistance Plan for the White Rock Project; they are changing the water and sewer line not displacing anyone.

At this time Selectman Dawson asked for public comment. Erick Zygmont reporter for the Winniesquam Echo asked for background information as to what is going on at White Rock. A representative from White Rock gave Mr. Zygmont the information. There being no further questions from the public, Selectman Dawson closed the first public hearing at 6:45PM.

Selectman Dawson opened the second Public Hearing, to discuss the Proposed Housing and Community Development Plan at 6:46PM.

Ms. Lane said everyone has to have a Housing and Community Development Plan to ask for CDBG funds. The Town of Tilton commits to the following goals to meet its Housing and Community Development needs:

**Goal:** Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups. (short-term and Long-term goal).
Goal: Encourage economic development activities to increase quality industrial and commercial development. Encourage the expansion and retention of employment opportunities for residents. (short-term and long-term goal).

Goal: Encourage municipal and private water and wastewater systems that are safe, sanitary and that meet DES regulations. (short-term and long-term goal).

Goal: Preserve and promote the town's historically and culturally significant structures. (short-term and long-term goal).

Goal: Promote activities that protect the health and safety of residents and visitors. (short-term and long-term goal)

These goals are consistent with Tilton's Master Plan and ordinances.

As a matter of policy, Tilton will minimize the involuntary displacement of households from their neighborhoods. Any federal CDBG grant funds awarded to address any of these goals shall be expended consistent with national objectives and shall, at a minimum, provide improved housing in accordance with Section 8 standards, be used for public facility projects, employment opportunities, or feasibility studies. All CDBG funded projects shall primarily benefit low and moderate income persons or households, and shall not benefit moderate income persons to the exclusion of low income persons.

At this time Selectman Dawson opened the public hearing for comments from the public, being none, Selectman Dawson closed the second public hearing at 6:47PM.

At 6: 47PM Selectman Dawson opened the third public hearing on the Residential Antidisplacement and Relocation Assistance Plan.

Ms. Lane commented that this does not apply to their project as they are not displacing anyone temporarily or permanently. If they were they would follow the Uniform Relocation Act which means they would find comparable housing in a comparable neighborhood for a comparable price, but they are not. This is not relevant to the project but has to be adopted for the project.
Selectman Cavanaugh said this is specifically adopted only for this project during the time this project is being done. Ms. Lane said this will be so noted in the motion.

At this time Selectman Dawson opened the public hearing for comments from the public, being none, Selectman Dawson closed the third public hearing at 6:49PM.

**MOTION:** Selectman Dawson made a motion to adopt the Housing and Community Development Plan, seconded by Selectman Cavanaugh. All were in favor.

**MOTION:** Selectman Dawson made a motion to adopt the Residential Antidisplacement and Relocation Assistance Plan for White Rock Estates Cooperatives Infrastructure Improvements, seconded by Selectman LaPlante. Discussion: Selectman Dawson amended the motion to adopt the Residential Antidisplacement and Relocation Assistance Plan for White Rock Estates Cooperatives Infrastructure Improvements specific to this project and to terminate at the close out of the agreement. Selectman LaPlante seconded the amendment. All were in favor.

**MOTION:**
Selectman Dawson made a motion to approve the submittal of the application and vote to authorize the Board to sign and submit the application, and upon approval of the CDBG application, authorize the Board to execute any documents which may be necessary to effectuate the CDBG contract, seconded by Selectman Cavanaugh. All were in favor.

At 7:05PM Selectman Dawson opened the Public Hearing for a Discretionary Easement. The purpose of the public hearing is to receive a public comment on a request for a Discretionary preservation Easement (RSA 79-D) on a barn located at Map/Lot R02-17-1.

Greg Stone joined the meeting and explained the reason he is requesting the easement. He said the barn has been in his family since 1890 and feels it is an important part of the community and would like to keep it in his family.
He said he needs some help doing this right now as he has put a lot of work and money into maintaining it and needs help with the tax burden. By asking for the easement his taxes would be reduced.

Selectman Pearson asked Mr. Stone what he sees as the primary benefit to the public for Tilton. Mr. Stone said this community was built by farmers and there are not many farms left in Tilton, especially a barn of such size and is in very good shape. Mr. Stone said he is still farming and his barn is a sterling example of what an old barn is. Mr. Stone said he thinks it is an important part of the community for people to see that it has been around for over 200 years. Mr. Stone submitted pictures to the Selectmen showing how he has preserved it. Selectman Dawson asked if historically there were any significant event attached to it. Mr. Stone said he does not know of any historic event other than it has been part of the community for a long time. Selectman LaPlante asked Mr. Stone what monetary benefit he expects to obtain from this easement. Mr. Stone said he does not have any expectations for a dollar amount but would like to be recognized by the town that he is trying to keep the farm going. Mr. Stone said whether or not the Board approves the easement he intends on holding onto the property and is just asking to be recognized.

The Board informed Mr. Stone that they will further discuss this and give it serious consideration and get back to him with a decision. Mr. Stone invited the Board to view the barn.

Selectman Dawson informed the Board that MRI has agreed to facilitate two meetings @$900.00 per meeting. Selectman Dawson spoke with Glen Brown Chairman of Northfield Selectmen and they offered to pay for half the meetings which will be $900.00 for Northfield and $900.00 for Tilton. Selectman Dawson asked if everyone was in favor of accepting the Agreement from Municipal Resources. All were in favor. Selectman Dawson said she spoke with Brian Duggan and his idea was that the Board of selectmen in Tilton and Northfield will definitely meet and if Sanbornton would like to join in the meeting that would be fine. Mr. Duggan feels the Selectmen should meet to discuss the problems in their towns.
East Tilton has slow response times and Northfield has slow response times to the southwestern part of their community, and for different reasons. They need to come up with a plan and then bring the Fire Commissioners in at a later meeting. The Board agrees.

Selectman Dawson said she thinks MRI will be in contact with Northfield Board of Selectmen to find out what topics they would like to discuss and the same with Tilton so they can prepare their meeting agenda. The Board would like the meetings recorded and minutes taken. The Board discussed having the second meeting at the Northfield town Hall.

The Board of Selectmen agreed to have the first meeting in Tilton and to notice that there will be no public input and to be sure Northfield is okay with this. The Town Administrator will contact Northfield Selectmen. The Board would also like to have the meetings recorded and minutes taken.

OLD BUSINESS:

The Town Administrator reported:

- The budget committee approved the Selectmen’s request for emergency appropriation. The letter was sent to the DRA and they have notified the town that they approved the request and everything is all set for 2008.
- Public Works Dir., Dennis Allen has received the specifications from the State of NH and will be taking three spaces to make the two handicap spaces. One will be for van accessible and the other regular handicap. Dennis will be using the existing handicap space plus two regular parking spaces. The Board is in agreement for Dennis to move forward with this project.
- The Town Administrator reported that everything is set with Mike Doyle regarding the lift to be installed in the meeting room of town hall. It will take him 7 to 10 days to get the specifications to Brian Huckins.
- Vince Paratore (Main St., Program) has contacted Lowe’s and the grass has been mowed around the Welcome to Tilton Sign. He will try to get the name of the contact person from Lowe’s.
Memorandum of Understanding (Cropsey) draft-parking
  • Coop-Liz Bedard called and they are doing a survey of all of the communities in the Coop to see what towns are interested in Single Stream Recycling. The Board is very much in favor of this for Tilton.

Selectman Pearson reported he was contacted by a concerned citizen regarding the build out of the new police building. Selectman Pearson said when they look at the plans again they should closely look at what they are planning to be sure it is appropriate for the needs outlined at town meeting.

Selectman Pearson expressed his concern regarding the process of hiring the part-time bookkeeper. She was hired while Selectman Pearson was on vacation and he was not part of the process and felt he would have liked to have input in the hiring. He also expressed his concern that he did not even have a chance to review the resume. Selectman Pearson feels they need to tighten up their hiring practices and there should be no offers made until the Board signs permission to present an offer to someone. There should be a set process to follow as they hire. Selectman Dawson suggested they write a hiring policy.

At 8:12PM Selectman Dawson made a motion to go into non-public session for the (a) dismissal, promotion, or compensation of any public employee or the disciplining of such employee, and (e) consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof, seconded by Selectman Cavanaugh. Selectman LaPlante, yes, Selectman Pearson, yes, Selectman Wadleigh, yes, Selectman Dawson, yes, and Selectman Cavanaugh, yes.

At 9:10PM the Board resumed their regular session. At this time Selectman Cavanaugh made a motion to seal the minutes of the non-public session, seconded by Selectman Dawson. Selectman LaPlante, yes, Selectman Wadleigh, yes, Selectman Pearson, yes, Selectman Dawson, yes, and Selectman Dawson, yes.

Selectman Dawson adjourned the meeting at 9:12PM.