Present from the Board: Chair Pat Consentino, Vice Chair Sandy Plessner, Selectman Katherine Dawson, and Selectman David Wadleigh. Selectman Norm Boudreau will join the meeting later in the evening.

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

Chair Consentino called the meeting to order at 6:05PM.

Finance Officer Tim Pearson:

- Tan Drawdown (#4): Tim informed the Board that they need additional monies until the tax bills go out. The $325,000 will hopefully be the last draw down they will need. Tim said they will be receiving the $347,000 next month. Tim said he is still anticipating that they will only draw down about 90% of what they used last year.

- Regarding the Pine Street Bridge, Tim did review the Holden agreement and met with Selectman Plessner, Consentino, and Dawson and discussed with Peter Holden the issues they had. He agreed to all of the changes and Tim has reviewed them. They seem to be in keeping with what they had discussed on the phone. This is ready for the Board to sign. Tim also has a separate manifest for the retainer and this is attached to the agreement.

- Detail Rate Letters: Tim has two letters for the Board’s review where they have agreed to increase the detail rate to $62.00 per hour based on Chief Cormier’s recommendation last year. These letters would be helpful to have for the Police Department to give to vendors as a record of the price change. One letter pertains to outside companies, and one to school entities.
Selectmen’s meeting minutes of May 13, 2010

- Police Sobriety Grant Agreement: Tim has reviewed the police sobriety grant agreement and it is in keeping with prior years and is required to be signed by the Board to implement the program.
- NH DOT Silver Lake Road billing: Tim informed the Board that he spoke with Sherry Blanchard at DOT and she said providing everything is in order in their submission; they should have payment within thirty days.
- Financial Summary: Tim went over the finances with the Selectmen. Tim informed the Board that there is an item in the budget that he would like to bring to their attention as he feels it needs correction. This was also discussed with the Budget Committee last night. It is the only salary line budgeted in the entire budget that includes a benefit in with it. This is for the Selectman’s assistant. When it was originally budgeted it was budgeted with a projected 40% paid time off buyout on top of the salary. Tim is recommending they create a compensated absence line for town hall and also highway. For the purposes of town hall Tim would like to move the portion that is not the Selectmen’s Assistant’s salary into that line along with any associated expense. The police department already has a compensated absence line in their budget. Selectman Plessner made a motion to create the line of “compensated absence” for that purpose for town hall and the highway department, seconded by Selectman Dawson. All were in favor.

- Computer Quotes: Tim was asked to revisit the following issues:
  - Acquire a new computer for the TCTC, move the TCTC to her deputy, or alternatively acquire a laptop for the finance office, and move the finance computer to the TCTC and then the TCTC computer to the deputy. Tim said he was unable to find an acceptable (price/value) laptop at this time, so he is submitting quotes for the Board’s review. Tim is recommending going with Network Managers since the TCTC’s office is mission critical, and they offer 3 years onsite support. None of the configurations include Microsoft Office 2007; instead Open Office can be installed instead. Total cost of Tiger Direct with Network Manager’s installation is approximately $740.00. Total cost of Network Manager’s Dell system is $909.00 or a difference of
After the Board discussed this Selectman Plessner made a motion to purchase Network Managers system for $749.00 and the service contract for the TCTC, and also a new printer, seconded by Chair Consentino. All were in favor.

Tim also informed the Board that for $140 they can upgrade the computer for the Code Enforcement Officer to give it more memory. This quote was from Network Managers but Tim will get other quotes.

APPROVAL OF MINUTES OF APRIL 29, 2010: Chair Consentino made a motion to accept the minutes of April 29, 2010, seconded by Selectman Plessner. After minor corrections all were in favor of the minutes as corrected.

Chief Cormier Chair Consentino, as the liaison to the police department asked to have the Chief attend the Selectmen’s meeting. Chair Consentino said some things have been brought to her attention and she has apprised some of the Selectmen of this. The issues are invoices for payment that the Selectmen were not aware of. These invoices were over $500.00 each. The Selectmen’s Policy regarding expenditures made in the amount of $500.00 or more shall be made by competitive bidding from at least three sources, and the Selectmen have the sole authority for selection and final approval. These invoices were for stripping cruisers and for a motorcycle. Chair Consentino said she did stop at the police station to inquire of this and was told they do have a new motorcycle. It is also her understanding that a lease has been signed with Manchester Harley Davidson Company for the lease of the motorcycle. In the last few years the town has received the Highway Safety Grant for a motorcycle for the police department. $2,500 has been put in the budget for the motorcycle in anticipation of receiving the grant money. The town did not receive the grant this year and the Chief was made aware of this and still accepted the motorcycle knowing the grant was denied.

At this time, Chair Consentino gave Chief Cormier the opportunity to explain this to the Board.
Chief Cormier stated that the motorcycle program started in 2002 and is usually a one year loaner program. For the first six years the town of Tilton and Plymouth did it with a donation from Tilton Auto Serve. In 2008 Chief Cormier started to apply for the grant through Highway safety and informed Autoserve that they would not need the donation as they have applied for a grant. Every year the motorcycles are replaced with a new one. Chief said they asked to keep last year’s motorcycle over again but they said they could not; they would have to take a new one. Chief explained that the motorcycles are ordered the year before for the next year so the bike they have now was ordered back in November. They had already taken delivery of the bike when the Chief found out they did not receive the grant for it. Chief said he told the Captain the only way they could keep it this year is to actually do it through donations. Chief informed the Board that he had an open offer from Tilton Auto serve to contribute to it and contacted them this week to confirm that the offer was still there. They said they would cover $2,000 of the lease and the Tanger Outlet Mall would cover the balance. Chief said if they decide to keep the motorcycle and the stripping it will all be covered by donations.

Chair Consentino asked the Chief what would have happened if knowing that they did not get the grant and accepted the bike on behalf of the town, knowing that the line item in the budget would not be reimbursed by the grant. Chief said they would return the motorcycle as there are several agencies that are looking for them and if they did not order them in November there would not be any. Chair asked why they would expend the money to stripe the motorcycle, Tilton Police when there was the possibility they would not get the grant. Chief said in the further they will make sure they have donations in writing and Board approval before they inform Manchester Harley to send them a bike. Chief said if they decide to take advantage of the motorcycle program next year he will appear before the Board to explain where the funding is coming from, whether it is through grants or donations. Chief said he would have to meet with them in October of this year. Chair asked how often they use the motorcycle and how many officers use it. Chief explained that it is used for all the Child Safety awareness days; they do a lot of patrolling of the parking lots, Summer Fair, and also likes to have the School Resource Office use it in the summer.
because it gets good gas mileage. Chief said six officers are qualified to drive the motorcycle and they all have all of the necessary equipment to ride it. Selectman Dawson asked why it is necessary for the Tilton Police Department to have a motorcycle. It does not sound like an essential piece of equipment and does not feel it is a necessity and asked why they have it. Chief they use the bike during bike week and use it for radar. Chief said there is the possibility that they will get the grant next year.

Chair Consentino said the purpose of this whole conversation is about monies, but to her it is about trust. It is about coming forward and not having to find out they have a brand new leased motorcycle from someone from the general public. Chair feels that right along they have had an open and honest communication with the police department and hope to continue to have this relationship with the police department. Chair Consentino said for the lack of a better term, battling with the police department over budgetary items in the last three or four months. The Board of Selectmen have policies that have to be adhered to; they have policies that taxpayers call the Selectmen on. The Selectmen's ultimate goal is to come under budget this year but this cannot be achieved if money is being spent that they do not know about. They need to have this trust; this is why these policies were created. They were created back in 2005 and we have been trying to get the police department to adhere to them and they have not as of yet. The Selectmen's message is they mean business when it comes to the budget, no one can indebt the town except the Selectmen.

Chair Consentino said the Board now has to make a decision regarding the motorcycle. She would like to see if they do without it this year and apply for the grant next year.

Selectman Plessner said this was not planned on and it was not in the budget and she feels it should go back.

Selectman Dawson said she does not want to loose the $400.00 that they are committed to paying by sending the motorcycle back. Selectman Dawson said she would rather keep the motorcycle and have no expense to the town then send it back and have the expense of $400.00 and nothing to show for it. Selectman Dawson said this October they will be much wiser about whether they go for the motorcycle or not.
Selectman Wadleigh said it obviously is a disagreement as to how the policy was determined. It should have been discussed before it was purchased. Selectman Wadleigh agrees they should keep the motorcycle.

Selectman Consentino agreed to keep the motorcycle. The consensus of the Board is to keep the Motorcycle.

Chair Consentino discussed the cruiser billing issue. In January 2010, the Selectmen made a motion to increase the special detail from $55.00 to $62.00 per hour. The detail rate of $62.00 per hour has not been implemented because the Police Department does not have an updated letter. They are still billing at the old rate of $55.00. Chief Cormier said after the meeting that they confirmed the rate of $62.00 he asked the police department secretary to type up a letter informing the vendors that as of January 1st, 2010 the new detail rate will be $62.00 per hour. Chief Cormier said the only construction detail they have had since then has been waived because they had a prior contract, so they paid the old rate of $55.00 per hour.

Selectman Dawson said that the Town of Tilton requires special detail on Rte., 3. Selectman Dawson asked Chief Cormier if they have been requiring them on artery streets. Chief said that more often than not. They usually take it on a case by case basis. The Officers are told if they see something in the roadway as far as a construction job goes and there no detail there the Officer will ask the Supervisor to take a look at the site. Selectman Dawson suggests they do make a written policy because the contractors need to know in the town of Tilton before they bid a job where they are going to have the detail. Selectman Dawson suggests special detail on Rte. 3 and 11, the connecting artery roads which are basically Class 11 State Aid Highways. Chief Cormier said he will work on a policy and get back to the Board.

Chair Consentino discussed last weeks motion where they voted to separate out the details for gas for a line item in the budget. It will be clearer to the budget committee, to the Selectmen and to the public as to how much it is actually costing the town. In the policy it states when an officer uses the cruisers for the said detailer, the cruiser shall be returned clean and full of
fuel. Pat asked the finance officer to set up a log for the officers to fill in as they use the cruisers for detail. It lists the date, time in, the odometer start, the purpose of detail, amount of gas, time out, number of gallons filled, and initialed. Chief agrees with this and said he sent an e-mail that is already in place that the officers are tracking this on their daily activity sheet, but this will be cleaner and easier to keep track of. The Board agrees with the log the finance officer has put together and to have the officers submit the reports to Tim weekly along with the payroll.

Selectman Dawson asked Chief Cormier if he was able to contact Mr. Pannullo regarding filling in the hole behind his property on Main Street. Chief said he did call Mr. Panullo and left a message asking him if he would object to putting solid fill to fill in the hole. Mr. Pannullo thought this was a good idea but has not gotten back to the Chief. The Board agreed they would need written permission from Mr. Pannullo to allow the town to put clean fill in the hole. Selectman Dawson said the town would not be paying for the fill they would let local contractors know that this is a place to put in clean fill but need written permission from Mr. Pannullo first. Selectman Wadleigh suggested they inform Public Works Director Dennis Allen of what is going on so he can check on things. Selectman Wadleigh mentioned that the flags that hang over the balcony of Town Hall need to be replaced. This will be reported to Dennis to take care of before Memorial Day. The Town Clerk has the flags.

Selectman Dawson discussed the reports from the Fence Viewers. Mr. Sellers has called and would like to know when he will receive the reports. Selectman Dawson has prepared hers and asked if the fence viewers would like to consolidate their reports. Chair Consentino said she agrees and they will inform Selectman Boudreau who is also a fence viewer.

Selectman Dawson discussed the State Budget and how upset over what the State is doing. They are passing their poor financial planning onto the municipalities. Selectman Dawson would like to start with Belknap County, Boards of Selectmen from surrounding towns to all write the same letter, sign it telling them the municipalities have their own problems and cannot take on the State's problems. Selectman Dawson asked for the Board's consensus. She will be visiting Selectmen's meetings in other communities and welcomed any of the Selectmen to attend. The Board is in agreement.
Selectman Dawson also reported that last evening she attended the Sanbornton Town Meeting to make an amendment to their budget to include approximately $45,000 of Sanbornton’s share to the Youth Assistance Program. The cost is divided up according to the school formula and Sanbornton’s share is the least between the three towns. The amendment was made and many people spoke to it in support of Y.A.P. The amendment failed. The Youth Assistance Program cannot continue without those monies as there budget is very tight. Selectman Dawson said there will be a Director’s meeting to discuss this dilemma.

Chairman Consentino reported she attended the Main Street meeting Monday evening and they are getting ready for their clean up day on May 22nd. Sarah Paratore, Dir., will be talking with Dennis and Department of Environmental Services. They also talked about the turtle planters that they have and have different artisans that paint them. They have ten of them and this year they will be in different parts of Tilton and at different store fronts for different occasions and events. Summer Fair will be August 14th and they discussed getting donations for this event. There was also discussion regarding Farmer’s Market and getting vendors for downtown and where it will be held downtown. The Main Street Program sponsors the Farmer’s Market downtown Tilton on Saturday morning and also the one at the Tanger Outlet. The Tanger Outlet now has 21 vendors this year. The Farmer’s Market is from Wednesday, June 23rd from 3pm to 6pm through September 29th.

Chairman Consentino also attended the Budget Committee meeting last night and the Public Works Dir., presented an update on his budget and is under budget right now. They discussed the Police budget and also the overtime at town hall is an issue.

Chairman Consentino reported that Joyce has resigned as the Life Safety Building Committee secretary. The position will be posted on the website. The LSBC meets the 2nd and 4th Tuesdays of the month from 7:00pm to 9:00pm. The current rate of pay is $25.00 per hour. There was much discussion regarding this rate of pay for secretarial work and the Board feels it is too high. This rate of pay was set by the LSBC. Selectman Dawson said the LSBC do not have the authority to set the rate of pay.
Board discussed paying all the secretaries the same rate of pay. This would be for the LSBC secretary, the budget committee secretary, and the conservation commission secretary. The administrative assistant and the planning board secretary positions are excluded from this as this is in their job description.

After further discussion Chairman Consentino made a motion to pay the Conservation Commission secretary, Budget Committee secretary, and the Life Safety Building Committee Secretary $21.50 per hour, seconded by Vice Chair Plessner. All were in favor.

Selectman Plessner reported she attended the Parks Commissioner's meeting last night. They received three bids for porta potties. The Parks Commissioners recommend going with Rowell's Sewer & drain. They will receive three porta potty's for the price of two. The price is $75.00 each per month which includes service per week. They would like one at the ball park from May 31st thru Sept., 1st, one at the Island from July 1st through August. This is what the Commissioners are recommending.

The Parks Commissioners also amended the rules and regulations. The first issues is use of wood in the fire pits at the Island and Riverfront Park. No wood is allowed, charcoal only. They also changed the closing time at the Island to closing at 10:00PM not midnight.

They also reported that someone clogged the toilets at Riverfront Park with pine cones and needles. They asked if the cameras are working. Chief Cormier will check the film and talk to Dennis about this.

Commissioner Bob Hardy discussed the purchase of a chain saw to clean up Buffalo Park and some trees have to come down. Bob said he does not want to store the chain saw at the garage because they would not have access to it all of the time. They discussed using the storage room at the River Front Park where they store tools and it is locked. There was also discussion regarding volunteers using the chain saw and the need for them to have training before they can use town property as there is a liability issue. Selectman Plessner asked the Town Administrator to check with the town's Insurance Co. There was also discussion regarding having the highway department take the trees down if there work schedule permits, rather than volunteers. The Parks Commissioners would like to know how the Selectmen
feel about this. Joyce will report back to the Board when she has the information from Property Liability Insurance.

Selectman Plessner also reported that the Police Department is looking into moving the cross walk in front of Town Hall to the other side of the Tilton Inn to make it safer. Chief Cormier said they contacted the Department of Transportation to see if this could be done. Chief Cormier said when D.O.T., was out last year looking at the downtown area they recommended this change. Chief will talk to Dennis about this.

Selectman Plessner reported that at the Parks Commissioners meeting they said they would like to continue with the tree project and would be contacting Chippers to let them know they can get started. Bob Hardy said the Selectmen have approved this. In checking the minutes, Selectman Plessner said the Selectmen did discuss this but there was no motion.

At this time Selectman Dawson made a motion to allow the Parks Commissioners to continue with their tree project at the Main Street and Civil War monument and continue using Chippers whom they contracted with last year, seconded by Selectman Plessner. All were in favor.

Selectman Dawson made a motion to have the Parks Commissioners use Rowell’s Sewer & Drain for the Parks Commission to rent three porta potty’s for the season, seconded by Selectman Plessner.

Selectman Boudreau reported that the Recycling Committee put together a survey that was sent to those people who signed up specifically to take part in the town wide yard sale. Based upon the responses he has received it has been very positive. They said they would definitely participate again.

Selectman Boudreau reported he and Joyce attended a joint meeting hosted by Northfield regarding purchasing lower cost energy. The representatives from Halifax American Co., were there. If the WRSD participates the town’s cost for energy as a group would be 1.1 cents per kilowatt hour. If they do not participate it will be 1.2 cents. Selectman Boudreau feels this is an opportunity for the Town to save money. Wayne Crowley of Northfield is going to research prices from other energy re-sellers. This Committee is hosted by the Northfield Energy Committee of which Wayne Crowley is the
Chair. Committee members are Joyce Fulweiler, Eliza Conde who takes notes. There are three other Northfield residents on the committee.

Chairman Consentino informed the Board they have a letter from the management of Uno's Chicago Grill at the Tanger Outlet requesting the Town of Tilton's permission to allow live music on a periodic basis in their lounge. They have contacted the Fire Chief, the State of NH Liquor Commissioner. The Fire Chief has already approved their request. The type of entertainment would be one to three pieces of musical bands performing on a Wednesday or Thursday evening for approximately three to four hours. All performances will be indoors in their lounge. The latest time the bands will play will be until midnight. They are aware that there are several other chain restaurants in the area that are also offering this type of entertainment and they would like to follow suite. They thank the Selectmen for their time and consideration and ask for a letter of approval faxed to their location so they may forward it to the Liquor Commission for their files. At this time Chairman Consentino made a motion to approve a letter giving Uno's Chicago Grill permission to offer live band music on a periodic basis in their lounge. There is a letter from the Town's Code Enforcement Officer who did an inspection at Uno's and they meet the town's requirements to have live music, seconded by Selectman Plessner. All were in favor.

At 9:15PM Chairman Consentino made a motion to go into non public session regarding RSA 91A:3 (a), The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted, (d) consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community, and (e) consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against any member thereof because of his or her membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled, seconded by Vice Chair Plessner. Selectman Boudreau, yes, Selectman Dawson, yes, Selectman Wadleigh, yes, Chair Consentino, yes, and Vice Chair Plessner.
At 10:00PM the Selectmen returned to their regular session. At this time Selectman Boudreau made a motion to seal the minutes pertaining to personnel, permanently, pertaining to purchase of land & legal issues be sealed until such matters are resolved, seconded by Selectman Dawson.

Selectman Boudreau, yes, Selectman Dawson, Selectman Wadleigh, yes, Chair Consentino, yes, and Vice Chair Consentino, yes.

Chair Consentino discussed the three estimates they received to replace three electrical ballasts in Town Hall. Jordan Electric, $149.50, Ellis Electric, $172.29, and Wayne Robichard, $249.00. Selectman Boudreau made a motion to award the bid to Jordan Electric @ $149.00, seconded by Selectman Plessner. All were in favor.

At 10:05PM Chair Consentino made a motion to adjourn the meeting, seconded by Selectman Boudreau. All were in favor.