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

Also present, Town Administrator Joyce Fulweiler, Secretary Catherine A. Woessner, Chief Cormier, and Public Works Dir. Dennis Allen.

Chair Consentino called the meeting to order at 4:35PM.

Chair Consentino read a letter from Welfare Dir. Heather Thibodeau asking for donations to aid the annual Thanksgiving Food Baskets that will be distributed to the needy in the community. This year we are experiencing an increase in requests for food baskets. Unfortunately the increase in the demand for food to date has not been met with an increase in the commitment of donations to fill these baskets. Items needed include potatoes, frozen turkeys, stuffing, cranberry sauce, aluminum pans, paper products, canned vegetables, bread, rolls, pie mixes, gravy, dessert, apple cider, or milk. These items can be dropped off at town hall on Tuesday, November 22, 2011 between 3PM and 5PM. Also gift cards would be greatly appreciated from Shaw’s, Hannaford’s, and Market Basket and can be dropped off at town hall.

Public Works Dir. Dennis Allen joined the meeting. Dennis reviewed the requisition on the retainage for the Pine St., Bridge. Holden is recommending holding $1,720.00 for the paving on Pine St., Bridge. Dennis said he has measured it and 26 tons needs to be put back on the wearing course in the spring. After discussing the work that still needs to be done Dennis said he has come up with a figure of $5,751.00 that they should hold for retainage. After further discussion Chair Consentino made a motion to hold back $6,000.00 based on Public Works Dir., Dennis Allen, seconded by Selectman Plessner. All were in favor.
Dennis discussed the request for him to do a ten year road construction plan and also a ten year sidewalk plan. Copies have been given to the Selectmen along with a 12 year equipment plan. Dennis said he has not been able to work on the estimate of Class II Roads but will have it for the Selectmen as soon as possible. In discussing the sidewalks, Dennis said the worse sidewalk in town is on River Road and needs a total reconstruction. The Board discussed the need to starting putting money away for the ten year road plan. Chair Consentino said they need to come up with a plan, whether they add the $40,000 within the budget or put it into a separate warrant article. The Selectmen need to take under advisement Dennis's recommendation to use the Block Grant money as a warrant article, designated to road construction.

Dennis reported that he and Kenny Partridge looked at 61 Business Park Drive for a price on cleaning the wooded lot. It can be leveled off, stumps removed, or he can do a portion of it. Regarding snow storage Dennis can use the parking lot at 61 Business Park Drive as a temporary basis.

At 5:30PM Selectman Dawson joined the meeting. The Board discussed having Mr. Partridge clear the entire lot and leave a 25 ft. buffer. Selectman Plessner suggests they look at the covenants of 61 Business Park Drive and will also look into what the setbacks are. Dennis will ask Mr. Partridge for a price to clear the lot and get back to the Selectmen.

At 5:35PM Selectman Jesseman left the meeting to attend a meeting at Belmont Town hall and will return at 7:30PM.

**Tilton resident Eric Pyra** joined the meeting regarding concerns he has of the town's winter maintenance. Mr. Pyra said the Public Works Dept., has not plowed the full sidewalk on Cedar Street. Mr. Pyra said he understands that a sidewalk also constitutes a painted line in this town. They plow from Cedar Street to Maple Court and do not plow beyond that. Mr. Pyra is asking why they do not plow the sidewalk when there are children in that area that walk to school and have to walk in the street. Mr. Pyra is requesting that the town fully plow that sidewalk all the way up the road. This is a high priority road according to the town's ranking. Chair Consentino stated that high priority is to plow from Cedar to High and the town is currently plowing Cedar to Maple. After discussion, Chair Consentino said they will ask Dennis to make this a high priority. Dennis said he will put this on his plow list, but
there will probably be some upset residents on Cedar Street unless they remove the snow when they plow as the snow will be on their property. Dennis said he will plow a wider lane to stay away from resident’s property. Mr. Pyra said his other concern is the speeding on Cedar Street. There are many children in the area that play there. Mr. Pyra said some people do not stop at the stop sign. Mr. Pyra suggested temporary speed bumps or more police patrol. Chair Consentino asked Chief Cormier for a suggestion as they did have the police trailer in that area already. Chief Cormier agrees the problem is still there. After further discussion Chief Cormier asked to have some time to come up with a plan that can be enforced and will present it to the Board next week. In the meantime Chief Cormier will have a patrol car in the area tomorrow.

Mr. Pyor stated he is in the travel/hospitality industry and would like to provide a social media for the town. Mr. Pyor made a facebook page for the town to let people know what is going on in town, they can log on to facebook/tiltonnh.org. Joyce suggested Mr. Pyor talk to Tim Pearson who handles the Town website.

At 6:05PM Chair Consentino opened the Public Hearing regarding the Town of Tilton is currently applying for an EPA Brownfields Cleanup Grant for cleanup of environmental contaminants at 180 East Main Street, Tilton, NH (formerly known as Ernie’s Auto Sales property) Map/Lot UO4-71. The Cleanup Grant will be for the remediation of contaminated soils and removal of hazardous building materials from the site. A draft grant application and draft Analysis of Brownfields Cleanup Alternatives (ABCA) will be available to the public for review and comment from November 14, 2011 through November 28, 2011. The draft will be available at the Tilton Town Hall and the Town website www.tiltonnh.org. comments or questions should be submitted to the Selectmen’s Office via Joyce Fulweiler, Town Administrator at 286-4521 x 101 or townadmin@tiltonnh.org by November 28, 2011. We would like to obtain feedback and comments on the grant application.

Rick Silverberg is here this evening to explain the application process in the vision of the redeveloped parcel. Mr. Silverberg is the Chairman of the Winnipesaukee Trail Association. Mr. Richard Vandenberg, consultant with
the Lakes Region Planning Commission Brownfields Program will be joining the meeting shortly.
Mr. Silverberg stated the site for the property located on Main Street is a great location for a green space near the center of town. This also provides the opportunity for a landing on Tilton's side of the river for a bridge that will connect the two halves of the Winnipesaukee River Trail. This also gives additional recreational access and alternative transportation use along the river corridor from Franklin through Tilton. This particular grant is a special section of an EPA Brownfields Grant. The piece that Tilton is applying for and the Winnipesaukee Trail Association is assisting with this effort. Mr. Silverberg explained that there will be money from the grant used to remove the contaminants and some of the money from the grant is used to bring in other soil to fill it to the appropriate level and then to grade it off and get it ready for future use. There will also be seeding and loaming. Mr. Silverberg said they have the draft assembled and are working on putting together some of the different exhibits that have some of the detailed specifics and working on some of the details of the budget. They are getting very close to having a product that they will be able to submit by the deadline at the end of November. Joyce will have a draft by the end of this week to put on the town's website.
Chair Consentino asked when they find out if they get the grant, and what happens if they do not get the grant. Mr. Silverberg said the grant is due the end of November and they have a number of months to review it. They make their decision in May or June of 2012 and this will still be in the timeline that was discussed to clean-up the site and removing the building next summer. If they do not get the grant then they will have to use funds from other sources to do the clean-up and remove the building. This means that the money will not be available for a match for the other grant for the bridge construction and they would have to raise more funds for the match for that. Chair Consentino said she is concerned because the Selectmen voted to not tear down the building that was discussed and agreed upon with the Conservation Commission to allow an extension to get this grant. Hopefully we will have it in June.
Mr. Vandenberg, Lakes Region Planning Commission, Brownfields Program stated that regarding the grant and timing of the award he feels the percentage of getting the grant is good.

As there were no other comments Chair Consentino declared the Public Meeting closed at 6:40PM.

Approval of minutes of 9/29/2011: Chair Consentino made a motion to approve the minutes as corrected, seconded by Selectman Plessner. All were in favor.

Bob Hardy, Chair of the Parks Commission and Peter Fogg, Parks Commission member joined the meeting.
Bob went over the parks budget with the Selectmen. There was discussion regarding where the Parks Commission is currently purchasing their cleaning supplies. The town is now purchasing their supplies from Sysco and asked Mr. Hardy if the Parks Commission is going to continue purchasing supplies from Johnson. Mr. Hardy said they buy from wherever they get the best price. Mr. Hardy would prefer not to change suppliers for paper towel and hand soap so they will not have to change the dispensers. Selectman Dawson said Sysco will supply new paper towel and soap dispensers and will also install them at no cost. Selectman Jesseman checked into three suppliers and found Sysco to have the lowest prices. Mr. Hardy will bring up changing suppliers at their next meeting and will let Joyce know their decision.
Mr. Hardy said they have added $400.00 for additional security cameras for additional areas of Riverfront Park. Regarding the Landscaping they will be going out for bids again. Mr. Hardy explained the increase of 5 percent is additional money put in for more weeding of flower beds.
$1,200 has been added for Rte. 132 ball field for security cameras, transmitter and installation. Selectman Dawson has checked with PSNH regarding the installation of street lights for the skating ring at Rte. 132 ball field. The estimate per pole is $1,200 to be installed and $20.00 per month per pole for three poles. They also maintain the poles. To purchase the poles outright without installation are $1,600 each plus the lights. The cost of the poles will come out of the capital reserve fund this year.
There was discussion regarding the cost to maintain Vest Pocket Park. Selectman Plessner said the property is still in the State’s name. Joyce will check to see if there is a written agreement between the State and the Town and will get back to the Board.

Selectman Jesseman rejoined the meeting at 7:40PM.

Mr. Hardy informed the Board of the new item in the budget this year. They are going to hire a person to do general maintenance at the parks three days per week, eight hours per day at a cost of $7,000.00. There was discussion as to whether or not this will eliminate the Highway department from doing work at Riverfront Park. Selectman Dawson said that the Highway dept. does carpentry work, repairs to the building, painting and a lot of other things that a general maintenance person does not do. The Board discussed the cost of $7,000 for this part time position. Mr. Hardy said he has budgeted $15.00 per hour from May through October.

Mr. Hardy reported that they have put $1,000.00 for the Christmas parade but does not know if they should leave it in or take it out as the Main Street program is no longer doing it. Regarding summer fair, Mr. Hardy said they will cover the mailings which is approximately $200.00. The money received from the vendors and business should cover summer fair. Chair Consentino said it will cost more than $200,00 to run summer fair, it has been off set by local businesses. There was discussion regarding whether or not the Parks Commission will put on summer fair now that Main Street is not. Mr. Hardy said if it is acceptable to the Board they will change the budget line for fireworks and Christmas parade and put $2,000 in the budget for summer fair and Christmas parade.

**Public comment:** Resident Peter Fogg discussed the land values on Ruby Lane. His lot is the smallest with a sewer easement going through the center of it, yet his is the highest land value. The Selectmen suggested Mr. Fogg discuss this with the town assessor, Loren Martin from Avitar.

Mr. Fogg also discussed winter maintenance on Manville Road. Manville Road, Noyes Road, and Hill Road are no salt roads because of their proximity to the lake and the aquifer. This was a vote of a Board of Selectmen years ago, because of the large wetlands and the aquifer. Mr. Fogg suggests a reduced mix of sand and salt on Manville Road.
Reports from Selectmen:  Selectman Jesseman reported he attended the COOP meeting and approved their budget. They expect the Single stream facility to open in December 1st of 2012.

Selectman Dawson reported she attended a conference with the Town Clerk/Tax Collector Cindy Reinartz. Two attorneys spoke about bankruptcy law and it was quite informative. Selectman Dawson brought back a packet of information that she will give to the Town Administration.

Selectman Plessner reported that Attorney Waugh is going over the Impact Fees for the Planning Board. He went over all of the information and did make some minor suggestions.

Chair Consentino reported the Grange Hall is progressing. The kitchen floor is being put down and the kitchen cabinets are going to be installed.

Town Administrator Agenda items:  Joyce presented the Avitar assessing contract for the Board’s signature. Joyce explained that the Finance Officer did review the contract. Joyce said they budgeted $40,000 for the contract. In the Finance Officer’s report he budgeted $1,700 and this is if the town wants to do the Utilities update in 2012. A utilities update was done in 2009 and Mr. Roberge from Avitar is suggesting they do another one in 2012. Joyce reported that last year the rate was 34.08 and this year it is 38.568 and we would be paying a flat fee of $32,14.00 per month. Joyce explained that the $1,700.00 amount is for the four utilities, PSNH, Energy North(National Grid), Algonquin Power and Penachuck, formerly known as Northern Shores. For Mr. Roberge to redo the utilities value is $500.00 for the first one and $400.00 for the remaining three.

The Board would like to review this contract and put it on next week’s agenda.

The Board discussed the Birch Hill Contract. Joyce reported that Mr. Carpenter does not want quarterly payments. He prefers to be paid half in January and half in July. Chair Consentino suggested they add a clause in the contract that if he is no longer in business the town is reimbursed the remainder of the funds. The Board discussed this and will continue this discussion at next week’s meeting.

The Board discussed the Bestway Contract for a one year extension and agreed to sign the contract for residential curbside pickup.
Plessner made a motion to sign the contract with Bestway, seconded by Chair Consentino.

Discussion: Chair Consentino discussed contracts that come into the town. There are five Selectmen and contracts come in with three places for signatures. There should be five signature lines on all contracts that come into the town, if not they should be returned for five signature lines. Selectman Dawson would like to have more time to read the contract before she signs it. The Board will sign the contract next week to give the Board more time to read the contract.

Joyce reported that Airworks could get another metal thermostat box for the one that is in the office of 61 Business Park Drive. He said they are opaque and metal and the air flow comes through the bottom. The price for five is $380.00.

Joyce reported she has three prices to winterize 29 Beach Street. One was verbal from Don Morin was between $200 and $250.00. The other is from J. Bertain in the amount of $200,000; the third is from Robert Bell Plumbing & Heating for $197.60.

After discussion Selectman Dawson made a motion to have Robert Bell Plumbing & Heating winterize the cottage at 29 Beach Street in the amount of $197.60, seconded by Selectman Jesseman. All were in favor.

Joyce informed the Board that she spoke to Attorney Phillips on the personnel policy and he said that his writing down page 19 was a scrivener’s error.

Chair Consentino asked Joyce if the thank you letters have been sent out to the donors of the thanksgiving food baskets. Joyce said she will work on the letter and have it for the Board on Tuesday.

Selectman Plessner informed the Board that there is a candidate for the Planning Board. Selectman Plessner and Jane Alden, Chair of the Planning Board would like to talk with the candidate.

At 9:30PM Chair Consentino made a motion to go into non public session as per RSA 91A:3 (c) matters which, if discussed in public, would likely affect adversely the reputation of any person other than a member of the body or
agency itself, unless such person requests an open meeting, seconded by Selectman Boudreau. Selectman Plessner, yes, Selectman Dawson, yes, Selectman Jesseman, yes, Chair Consentino, yes, and Selectman Boudreau, yes.

At 10:45PM the Board resumed their regular meeting. At this time Selectman Boudreau made a motion to seal the minutes of the non public session as pertains to legal until matters have been resolved and personnel matters permanently, seconded by Selectman Jesseman. Selectman Dawson, yes, Chair Consentino, yes, Selectman Plessner, yes, Selectman Jesseman, yes, and Selectman Boudreau, yes.

At 10:50PM Selectman Plessner made a motion to adjourn the meeting, seconded by Selectman Jesseman. All were in favor.