TILTON BOARD OF SELECTMEN

JULY 12, 2012

MINUTES

Present: Joe Jesseman, Al LaPlante, Katherine Dawson, Pat Consentino and Sandra Plessner.

Chairman Consentino called the meeting to order at 2:00 PM. Chairman Consentino moved, seconded by Sandy Plessner to enter into a non public session as per 91A:3a personnel for employee evaluations. Motion passed by roll call vote.

At 4:30 PM Pat Consentino moved, seconded by Sandy Plessner to seal the minutes of the non public session as they pertain to personnel in perpetuity. Motion passed by roll call vote.

Members signed the PAR forms for employees.

Minutes: Joe Jesseman moved, seconded by Al LaPlante to approve the minutes of April 26, 2012 as corrected. Motion passed.

Main Street: George Mansfield, representing the group planning a sidewalk summer fair for August 10 and 11, has requested permission to have tables on the sidewalk for baked goods, face painting, etc. They have asked the Board to waive any fees for vendors for that event as its purpose is to promote downtown businesses. Katherine Dawson reminded the Board that whatever is located on the sidewalk must leave 36” to allow for wheelchair access. Consensus of the Board to allow the summer fair with tables on the sidewalk as long as wheelchair accessibility with at least 36” is provided.

Administrator: Joyce Fulweiler presented the following items for the Board’s review:

- Chief Cormier has inserted all items in the traffic ordinance #200 that are still valid into the new Traffic/Parking Ordinance, therefore the old traffic ordinance #200 needs to be rescinded. Joyce gave Board members draft copies of the new ordinance, copies of the old #200 and the 2009 Traffic/Parking Ordinance to review and make suggestions. Pat Consentino asked why the new Parking Ordinance is being changed after all the work it took to update it. Katherine Dawson does not agree that Chapter #200 needs to be rescinded but rather changed to make it valid. Chief Cormier explained that all the parking items were removed from #200 and put into the Parking Ordinance, so that #200 is no longer valid. Chief Cormier explained that he simply added the remaining portions of #200 to the back of the Parking/Traffic Ordinance; he did not change the Ordinance itself. All items relating to parking that were originally in #200 have been incorporated...
into the Parking/Traffic Ordinance. Therefore there is no need to amend the Parking/Traffic Ordinance, but Chapter #200 needs to be amended instead.

In the current Parking/traffic Ordinance Joyce will add that this ordinance supersedes prior ordinances and then publish and distribute the Parking/traffic Ordinance for the Board’s signatures. The Board will go through Chapter 200 and add any amendments approved in prior years and remove parking items.

- Silver Lake Road project: The Board had asked for a request for a Surveillance team. Mike Izard has spoken to Bill Lambert and Stewart Thompson at DOT and learned that this is an antiquated term for what we have already done. It wouldn’t hurt to send a letter to the Commissioner for Ray Burton to deliver.

- 61 Business Park Drive is supposed to be finished tomorrow. Joyce presented an estimate for cleaning and priming the walls of the bathrooms. The walls should be sealed so that mold will not return. The estimate seemed high to the Board and Pat Consentino suggested asking the Highway Department to clean and paint the bathrooms.

- A Right to Know request received relative to the grant application for “Ernie’s”: Joyce made a list of the documents that are available in the property records file, her files for preparing the grant and all materials submitted for the grant. Joyce asked for guidance on what documents should be made available. Pat Consentino suggested contacting the inquirer to let him know of the volume of material involved and the cost of copying all the documents. It’s ok to share the information but the applicant should be aware of the cost. Katherine Dawson suggested having him come into the office and choose which documents he wants and let him know the cost.

- Air conditioner electrical wiring: Board members reviewed estimates for installing circuits and wiring for air conditioners. Al LaPlante moved, seconded by Pat Consentino to accept the estimate by J.P. Carter Electric for $833.29 for 3 dedicated circuits for air conditioning. Motion passed.

- July 25 NH Corridor Study meeting in Belmont relative to Rte 3 and 140.

- Joyce sought a price from Tim Bernier, Surveyor to have the surveys for Ernie’s and the Martin piece updated, stamped and recorded. To do Ernie’s it would be $600 as the plan we have is not recorded. The original survey was created for the prior owner and this estimate is to complete the survey, stamp and record it. The town paid for a survey on the Martin Piece that is stamped but not recorded. The Board wants to have the field notes included in the estimate.
• A PAR is to be signed for an employee’s military leave time. Joyce informed the Board that it is the responsibility of the employee to contact NH Retirement System notifying them that he will be on active duty so that his time counts toward his retirement.

• Payroll entries have been made based upon Collective Bargaining.

• The sample skid guard on the ramp seems to be holding up so Joyce would like to purchase 7 more. Al LaPlante suggested that three be placed on the landing.

• Pat Consentino: read a letter from James B. Walker relative to 61 Business Park Drive and plans for access from Rte 3/11.

• Joyce asked if the Board will allow further study relative to a joint venture with Northfield for recycling. It would show that we have explored everything. She would like an explanation why Northfield feels that joint recycling would take away from services to residents of Northfield. Mark at Bestway is working on various costs for recycling at their facility. Consensus of the Board is to go ahead with further study with Northfield.

• Pre-award documents for “Ernie’s”: The budget amount and the work plan are to be pre-approved by our EPA representative before submitting all the documents. The application for Federal Assistance needs to be signed by the Chairman. We have requested a hardship waiver for half of the $40,000 matching funds that would come from non cash “in kind” contributions from Joyce, and the WRTA group and any our other partners in the project. According to the engineers the total cash amount of $220,000 is sufficient to complete the project. The “dirty dirt” where the bridge will be landing on the Tilton side will be paid by the DOT grant for the trail so we will have to work closely with Northfield and WRTA because their grant money will be funding the trail work on this property. Joyce emphasized that coordination is important because the EPA grant is specifically for cleanup of the property and the DOT grant includes the trail and plantings. Joyce has budgeted the expenses for the removal of the building for the first fiscal quarter beginning in October. Joyce has asked for a pre-award approval so that we can spend dollars before October 1 and be reimbursed in order begin soliciting RFP’s for engineering. Joyce reviewed several other forms as part of the total application to be submitted for the July 31 deadline with an expected response within 30 days. Pat Consentino will sign these documents tomorrow.

Tax Collector/Town Clerk: Pat Consentino moved, seconded by Al LaPlante to sign the warrant for unlicensed dogs. Motion passed. Cindy Reinartz presented the updated deeding list.
Public Hearing to receive public comment on establishing a designated parking space for motorcycle parking in the downtown area of Main Street. Pat Consentino read a comment submitted by Michael Gagne that it does not make sense to restrict parking for motorcycle parking as they can park anywhere on Main Street. Cindy Reinartz agreed that the parking should be open to everyone. Katherine Dawson noted that a dedicated motorcycle space would encourage more than one bike to park in one space. Pat Consentino, if you designate a space for motorcycles and it is raining then there will be a space that is not available to other vehicles. She added that strictly enforcing the parking ordinance will help and motorcycles can park anywhere. Joe Jesseman replied that this would result in one motorcycle per parking space and his point was that a designated space would encourage more than one bike in the space. Sandy Plessner has been watching and has seen that often times multiple bikes park in one space. A comment was made that people are not aware that there is parking behind the stores. It was suggested that signs indicating municipal parking in back would be effective. Joel…..(Haircuts for men) replied that motorcycles are not cars or trucks, cannot be secured easily and can be easily damaged, stolen or vandalized making is unwise to park in the back parking lot. Asking for one parking spot for motorcycles out of all the spaces is not asking too much and once motorcycle owners realize there is a space available to them it will be used. Al LaPlante replied that it is not right to dedicate a space for a specific type of vehicle. Pat Consentino explained that the town has adopted a new parking ordinance to make store owners and employees park in the parking lot behind the buildings in order to provide parking for businesses. She added that if any space is to be dedicated it should be for handicapped parking but the town has not been able to find space for that. A woman asked if there wouldn’t be damage to the expensive bikes if they all parked in one space. She also asked if the 2 hour parking would be in effect for this space. Pat Consentino replied that the two hour parking would be in effect and merchants would not be allowed to park there. Katherine Dawson added that motorcycles are damaged heavily when bumped by vehicles and she can see why communities designate spaces for bikes. Haircuts for men, Joel Weinrebe added that parts on motorcycles are very expensive and can be damaged easily by vehicles or stolen. A woman argued that parts for cars and trucks are expensive also. Public Hearing closed.

Joe Jesseman moved, seconded by Katherine Dawson to designate a parking space in front of the Congregational Church on the corner of Main St. and Tryon Lane as a motorcycle parking space from Memorial Day to Labor Day excluding Sundays. Motion failed 3-2.

Correspondence:

Liability insurance on Central NHSOU. Tilton is covered through LGC insurance.

Letter from Glenn Smith indicating that there are steps on the south end of the island that have sunk so that the stones slant downhill and are slippery. He saw 2 people slip on the steps during the last concern. Dennis Allen and Bob Southwick repaired this situation today.
Belknap County Commissioners will meet to request supplemental appropriation for 2012 budget.

Note from Joe Jesseman to Dennis Allen thanking the public works team for their exemplary work cleaning up the debris from the July 4 windstorm on Hill Road.

Letter from Scott McGuffin relative to 29 Beech Street updating the Board on the status of the court procedures for this issue.

**Selectmen’s reports:**

Joe Jesseman:

1. There is a bad smell in the Town Hall that continues to be a problem. Joyce suggested that we need air circulation in the basement. Katherine Dawson spoke with Knut Ingmundson who suggested breaking through the second wall to allow air to get to the outside wall which is probably leaked over the years. Joyce said there are two vents for bathroom fans that have been crushed which might help if they are opened. It was agreed to try opening the vents first before spending money on other suggestions.

2. Perambulation: Joe is going to compile the information we already have such as the location of markers, etc. and would like to set a date for perambulation. Katherine Dawson reminded him that the perambulation needs to be coordinated with the abutting towns. Sandy Plessner reported that a boundary marker on Philbrick Road has been knocked over.

3. What is the status of the check for a Hawkers and Peddlers license that we are holding. Pat Consentino stated that there is more information needed on this issue and this can be put on the agenda next week.

Katherine Dawson:

1. Riverfront Park: Kids have been climbing a birch tree to jump into the river and now the tree is broken in half.

2. The maintenance person at Riverfront Park has resigned to take a full time job.

Pat Consentino:

1. The CHAT committee has a fundraiser scheduled for August 4 – pancake breakfast at Applebees.
2. Pat thanked the Autoserve for helping the resident in need on Hill Road after the microburst adding that it makes her proud to live in Tilton when things like this happen.

Sandy Plessner:

1. Sandy met with Dennis Allen relative to Manville Road to discuss some things that could be done to help with the water issues on the road. On the settling pond side the buildup of sand was higher than the road and this has now been graded to make it like a normal shoulder of the road for about 600 feet. This may solve the problem of the water going over the road. There is a catch basin below the settling pond and Dennis suggested running a pipe along Manville Road, crossing the road and draining it onto the large parcel that has wetlands. Joe Chase had offered to allow him to run a pipe across his property. These are just suggestions. Dennis asked if the Board would want to send a letter to property owners relative to easements for drainage or do they want Dennis to discuss with the owners individually. Katherine Dawson reminded the Board that there is a Conservation Easement on the large parcel. Dennis also suggested shimming and paving the road at the corner but changing the pitch of the road to correct drainage would be very expensive. Dennis and Sandy will do further research and work on possible corrections.

2. Proposed 911 Ordinance: Sandy has reviewed this with the Fire department and 911 relative to numbering of units and suites. Each building would receive a number with unit numbers assigned to each unit. Commercial units are referred to as Suites and residential units are referred to as apartments. Numbering units on the second or third floor would begin with 2 or 3 to clarify that they are on the second or third floor. Historical built dates for buildings need to be separate from the address number. Katherine Dawson has a hard time telling people what they have to do with their property and where to put numbers. Sandy Plessner agrees but this will help emergency people be able to find someone in need. Katherine believes that people have the right to have a choice of where to place their numbers or to not put the number on the building. Sandy responded that this provides uniformity for safety responses. There are still some issues that need to be reviewed. Most of the town was completed many years ago and this ordinance will help to correct some of the inconsistencies. Katherine is opposed to the whole concept of 911 numbering.

At 8:10 PM Pat Consentino moved, seconded by Sandy Plessner to enter into non public session as per 91A:3 for e, litigation, a, personnel and c, items that would affect the reputation of a person. Motion passed by roll call vote.
Joe Jesseman moved, seconded by Sandy Plessner to seal the minutes of the non public session as they pertain to legal issues until the matter is resolved, and as they pertain to personnel and the reputation of a person in perpetuity. Motion passed by roll call vote.

Meeting adjourned at ..................

Minutes prepared by Eliza Conde