Selectmen's meeting minutes of October 17, 2013.


Also present, Administrative Assistant Catherine Woessner. Town Administrator Joyce Fulweiler not present.
Also present, Chief Cormier and Jane Alden.
Chair Consentino called the meeting to order at 2:00PM.

Selectmen's budget, 2014:

Finance Dir., Tim Pearson presented an updated budget of what the budget committee and Selectmen have approved.
Under Public Safety, Lakes Region Mutual Fire Aid in the amount of $32,780.00. Sel. Dawson said that is if we continue to have them dispatch for us.
Tim explained that the taxes and retirement lines in the admin budget reflect a wage increase which is now in the town clerk/tax collector's budget and not in the merit line.
In the Land Use budget one of the changes from Joyce is the Selectmen wanted to add $2,500 for Silver Lake Milfoil to the Conservation Commissions so Tim increased their budget from $6,500 to $9,000. The Selectmen instructed Tim to take it out of the Conservation Commission budget and put the $2,500 back in the Lake Improvement, CRF. The Board questioned the amount of $2,500 as the request has always been $1,500.00. The warrant article for the milfoil will be in the amount of $1,500.00. The budget request for Conservation Commission will remain at $6,500.00.
Tim reported that the 2013 budget was adjusted to purchase items for the police department this past year. There was an excess in the budget due to personnel changes in police department. The legal line is $10,000 and the gas amount is $32,000.
Chair Consentino would like to talk to Chief Cormier regarding the use of the polygraph equipment. Det. Nathan Buffington went to polygraph school and once he was finished there was discussion regarding having him be able to perform polygraph testing in other towns and being reimbursed for it. The Board agreed they should check into this.

Sel. Dawson asked about recycling and curbside, are we holding steady from last year’s figures or are we going to make an adjustment for pay-as-you-throw reduction in trash. Tim reported that we just received the first recycling invoice for $7,250. There are sufficient funds in the recycling fund account where that was charged to. Tim said he personal opinion is that in looking at the tonnage they are still picking up the same amount of tonnage as we have in past years. Now we are picking up garbage tonnage and recycling tonnage and they probably could be doing one garbage run a week and one recycling run a week but we are paying almost double for curbside collection. They have not changed their curbside pricing in about five years and they have provided us very good service through Bestway. Sel. Dawson asked where in the budget is the amount of money we pay for having the recycling picked up at curbside. Tim explained that it is coming out of the recycling revolving fund. Tim said that there is a non appropriation clause, if we do not have the money, we do not have the service. Sel. Dawson asked if we do not raise enough money from bags where does the money come from to pay the contract to pick it up. There is $45,000 in the warrant article for half a year. The Board discussed how much money they need to put in the budget, either $30,000 or $40,000. Tim said he will have more information on the bag sales next week. The Board agreed they will continue this discussion at next weeks meeting when they have more information.

**Summer Concert**, request for $2,000.00. Chair Consentino made a motion to fund the summer concert series in the amount of $2,000, seconded by Sel. Plessner. All were in favor.
Selectmen's meeting minutes of 10/17/2013

**Town Clerk/Tax Collector's budget.** Chair Consentino made a motion to accept the town clerk/tax collector's budget as proposed in the amount of $108,907, seconded by Sel. Plessner. All were in favor with the exception of Sel. Jesseman who opposed.

Tim asked the Board that if they are in agreement, to please sign the management representation letter for the Audit. Once this is done they can prepare the MS-5 which is used in our tax rate setting.

Tim and Chief Cormier are working up a plan for the administration, deployment and use of the Everbridge software. They have started orientation, and we are progressing on a path towards implementation which he expects to occur prior to Thanksgiving.

Tim asked the Board who they would like to review the edits that he and Joyce have selected. The Board discussed this and they agreed Chief Cormier and Chair Consentino will review the edits.

Tim reported that our cash position is good going into the time prior to the final tax bills coming out. We should be able to bridge to the bills without having to borrow.

We have received our first of five payments for the closure of the Landfill. It was for $22,528.48 and subsequent payments will be in July of the remaining four years.

At 3:13PM Chair Consentino made a motion to enter into non public session as per RSA 91-A:3, (c), matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, seconded by Sel. Plessner. A roll call vote was taken. All were in favor.

At 3:45PM the Board resumed their regular session.

Sel. Dawson made a motion to seal the minutes of the non public session permanently, seconded by Chair Consentino. A roll call vote was taken. All were in favor.
Superintendent of Schools, Dr. Tammy Davis and Chair of School Board, Mike Gagne;

Mike informed the Board that he and Tammy will be meeting with Sanbornton and Northfield Selectmen as well to give the Board their budget information. Dr. Davis gave the Board copies of the budget they have to date and also a copy of an overview of their total voted appropriations that shows expenses of the last five years. Mike reported that this year they are negotiating with their teacher’s union, the custodial team, and para-professionals. Chair Consentino pointed out that they are negotiating with the police this year so there may be a change in the School Resource Officer depending on where they are with wages. Dr. Davis said they were anticipating this as they put his salary in the budget.

Sel. Jesseman asked how the SRO program was going. Dr. Davis said Bill Patten is doing a great job as the School Resource Officer and does a wonderful job working with the kids. His presence in the school and relationship with the kids in the school is really important. Mike said he is also involved in extra curriculum activities as well.

Chair Consentino asked what the overall expense was for the mold eradication issue. Dr. Davis said that was approximately $202,000 for that expense.

Dr. Davis said they have a building engineer that will be looking into slabs and doing a little bit more that was part of what they were going to do and there will be a report to the Board on the next step they will be working on.

In discussing the budget Mike added that in the past five years they have continually cut their budget but in doing that they have given up a lot of things to improve education. Part of the reason they are here today is to go from town to town to discuss the budget as they feel they have trimmed about as much of the budget as the can.

State Representative Ian Raymond joined the meeting to discuss legislation regarding Health Inspector. The law as it is written now does not allow you to be both on the Selectboard and be on the Board of Health. Sel. Dawson stated that according to 48-A the housing code allows the
Municipalities to create a committee by which a member of the board of health should be on the committee, but elected officials such as Selectmen cannot. But in municipalities such as the town the board of health is the board of Selectmen. Sel. Dawson said this is a contradiction that should be cleared up. Mr. Raymond said the way the law is written it is basically to prevent a conflict of interest from occurring. Section (b) is the new section that they are proposing for legislation. Mr. Raymond wrote this and said it would increase the board itself so it would have at least five members because if you had a board with three members and one of them is not allowed to vote because of the dual membership on the governing bodies. By increasing the board’s size and then allowing the person who serves on both the Selectboard and the board of health to recues themselves from being an appointing authority if they are acting as a Selectperson or during the appeals process as a member of the health board. Mr. Raymond presented this to the attorneys at the offices of legislative services and they gave him back the draft with the exact wording he presented to him so there does not appear to be any legal issues with the way he has drawn it up. Sel. Dawson pointed out to Mr. Raymond that in paragraph (a) it still says that Selectmen shall be ineligible for membership on such board. The Board asked Mr. Raymond to add to line 10 after appointing authority; or (b). Mr. Raymond said he has to submit any changes before October 20th. Sel. Dawson will testify as to why she wants to do this. Mr. Raymond said he will work with some of the people on the municipal committee and see if he can get them to act as sponsors as well.

Reports from Selectmen:

Chair Consentino informed the Board that the PTO elementary school that set up a table on Main Street last year for Halloween. They would like to do it again this year and add some music as well. The Board was in agreement to approve this.
An e-mail from the town clerk/tax collector asking the Board to give her a key to the door between Joyce and Catherine's office. She said there have been occasions when Joyce and Catherine are out that inner door is inadvertently locked. They need a second egress. Chair Consentino feel the employees should be more diligent in making sure that inner door is not locked, but does not agree that a key should be given to the town/klk tax/collector. There are confidential employee files and legal files in the Selectmen's office. All employees have panic buttons. Sel. Dawson said if they are really concerned about the safety of the personnel in that front office they will support the glass partition that will protect them. There is the landuse and code enforcement office that has only one egress. After further discussion, Chair Consentino asked for the Board's consensus on this request. All were in agreement to not give the town clerk/tax collector a key to the inner door of Joyce and Catherine's office as she requested. The town/klk tax/collector is also requesting to have a key to the town car again. She said at the end of the day after business hours when Joyce leaves for the weekend he cannot get the key. This usually happens on Friday's and she has to take her own car. After discussion, the consensus of the Board is to not give the town clerk/tax collector a key to the town car again. In response to not being able to have access to the car key after business hours the Board suggested she get the key before the office closes or plan on going earlier.

Chair Consentino informed the Board that Mr. Sellars has filled out an application for a dredge and fill and wanted it expedited but felt under RSA 43-1 that there should be a public hearing with the Conservation Commission in their neglect in doing that. Chair Consentino and Sel. Plessner discussed this with the Chair of the Conservation Commission, Chuck Mitchell and Kathi Mitchell, commission member. Chair Consentino presented the Board with a packet of information from Mr. Sellars and from the Conservation Commission and asked the Board to look over the material.
The expedited dredge and fill was declared incomplete by DES and the Conservation Commission either says yes or comments on it but never does an approval of the dredge and fill, just make comments.

Mr. Sellars feels that under RSA 43-1 which states: on petition to the Selectmen for the laying out or altering of highways or for laying out lands for any public use and for generally for deciding any question affecting the conflicting rights or claims of different persons, their proceeding shall be governed by the following rules. Regarding 43-2 it states, given to all persons and property may directly affect it by the proceeding by given to them or leaving at their abode an attested copy of the petition and order 14 days at least before each hearing. The conservation commissions ruling on this is there is no hearing because all they do is comment on a dredge and fill. Mr. Sellars would like feedback from the Selectmen before he goes further into his civil suit with another party. Chair Consentino asked the Board if they would review the packet of information so they can discuss it at next weeks meeting as Mr. Sellars is expecting a reply from the Board.

Chair Consentino made a motion to accept a donation of $350.00 from the Plymouth General Dentistry for the Tilton Police Animal Chip Scanner, seconded by Sel. Dawson. All were in favor.

Chair Consentino informed the Board of a letter of confirmation from DES that the Landfill Closure Grant was approved for the closure of the Tilton Unlined Municipal landfill in the amount of $112,642.49. The grant amount will be paid over five years and the first check in the amount of $22,528.48 be sent to the town as soon as possible and subsequent annual payments will be made in the month of July.

Chair Consentino read a letter from Lakes Region Mutual Fire Aid addressed to Chief Brad Ober regarding an invoice for Tilton's additional county appropriations for 2013 in the amount of $1,026.82. This is due to Belknap County Delegation level funded the Lakes Region Mutual Fire Aid assessment at the FYI 2012 amount. This created a deficit of $21,392.12. the Executive Committee met with the Belknap County Fire Chiefs and the
decision was made to bill the Belknap County communities directly for the balance of the assessment not collected by the County.

Sel. Dawson asked the Board if they should now be looking into other agencies to dispatch our fire calls, such as Belknap County Sheriff’s Dept. Sel. Jesseman’s concern is public safety and feels the level of service to the community has to be equal or better. The Board agrees it is worth looking into and Sel. Dawson will start checking into other agencies and report back to the Board.

Chair Consentino reported that the leak in the roof of the bathroom at the Senior Center is being fixed this afternoon and he will be back on Saturday. He will remove all of the ceiling area that has mold on it.

**Sel. Dawson** reported the Parks Commissioners met Monday evening to plan the Christmas event; hopefully a parade and they are making arrangements to light the trees along Main Street. Decorating the Island was discussed as this was done in the past. There was a Christmas tree in the Gazebo with Christmas lights. The Parks Commissioners asked if the Selectmen would consider having the Island decorated this year and if they do they would have to notify the Northfield Board to see if they would like to participate.

Sel. Dawson discussed the procedure for changing information on property records cards. There is a form to fill out but we do not require identification from the person inquiring or supporting evidence that the information they are giving us is correct. Identification should be required and also authorization to make any change if it is not the property owner making the change. Copies of this should be attached to the form they are required to fill out. The Board agreed they need to implement a new procedure for this request.

**Sel. Jesseman** reported that he received a call from a resident in the Cedar Street area regarding the parking situation for the winter months. The Board held a public hearing last October and invited residents from this area for their input on the parking issues. No decision was made from last year. The Board will further discuss this at their next meeting.
Sel. Jesseman asked the Board if they would review the Metrocast contract and if they have any changes they still have 13 weeks before it is due. The Board will discuss this at their October 31st, meeting.

Peter Fogg, Sewer Commissioner joined the meeting to discuss the paving project on Tryon, Rescue, and Center Street. Peter asked what the split in the cost was between the town of Tilton and the T-N Water Co. The Board explained that there was not a shared project. They did their work and the Town did theirs. There was no cost to the Water Co.

Peter also asked why they were given the opportunity to do work ahead of the paving project and the Sewer Department was not asked. Peter was told a week prior to the project that he would have to pay to raise and lower a manhole. Chair Consentino explained that they did reply to Peter's e-mail regarding this that it was an oversight on the Town's part and the Sewer Department would not have to pay the $350.00. Sel. Dawson said the question is why wasn't the Sewer Department told of the road project well in advance so if they needed to make repairs they would have had the same opportunity as the Water Co., which is not part of the town.

Peter asked why the Sewer Dept., had to pay for half of the paving cost on SilverLake Rd if it was a road project. Sel. Dawson feels the Selectmen should have more input on the planning of our Municipal projects especially when it comes to roads and sidewalks.

Peter also reported that it has come to the Sewer Commission's attention that the Planning Board has approved Aspen Dental to go in next to Pizza Hut. They have an amalgam separator which is a heavy metal and requires a permit from the treatment plant and the sewer department. Aspen Dental was told they were not required to have anything. Peter said in the past they had a check off sheet and the Sewer Department is supposed to be on it. Sel. Plessner who is also on the planning board said that the Sewer dept., is on the sign off sheet but it was inadvertently not mentioned. Peter said they will now have to have a special meeting to meet Aspen Dental's time line. Peter discussed billing the planning board for the cost of the meeting for this oversight because the Sewer Commissioners have to be called in for
public hearing. The expenses incurred would be for advertising, paying the sewer commissioners for an additional meeting. Sewer Commissioner are paid for monthly meetings and this would be an additional expense. The Board agreed they need to be more informative to other departments when there are upcoming projects going on.

**APPROVAL OF MINUTES OF OCTOBER 15, 2013**

Sel. Plessner made a motion to approve the minutes of October 15, 2013 as written, seconded by Sel. Jesseman. All were in favor.

Sel. LaPlante made a motion to adjourn the meeting at 7:17PM, seconded by Sel. Jesseman. All were in favor.