SELECTMEN'S MEETING MINUTES OF MAY 8, 2014.

Present from the Board, Chair Patricia Consentino, Sel. Katherine Dawson, Sel. Al LaPlante, and Sel. Jon Scanlon. Sel. Jesseman was not present.

Also present, Town Administrator Joyce Fulweiler, Administrative Assistant Catherine Woessner, and Chief Cormier.

Chair Consentino called the meeting to order at 4:30PM.

APPROVAL OF MINUTES OF 4/24/2014

Sel. LaPlante made a motion to approve the minutes of April 24, 2014 as corrected, seconded by Chair Consentino. All were in favor.

APPROVAL OF MINUTES OF MAY 1, 2014

Sel. Scanlon made a motion to approve the minutes of May 1, 2014 as corrected, seconded by Sel. LaPlante. All were in favor.

Winnipesaukee River Trail Association, Board of Directors; Rick Silverberg and Eliza Conde.

Joyce informed the Board that Rick and Eliza are here this evening to give the Board an update on the Ernie’s park project. There are some NH DES Trails Notification forms that need to be submitted. This is a new process for the trails so a wetlands permit does not have to be filed for re-working a drainage swale and putting a culvert in the railroad right of way. Joyce submitted six copies for the Board to sign. Two copies for NHDES, one copy for NH-DRED Bureau of Trails, and one copy for WRTA, two copies for the Town.
The Town of Northfield is doing the same as the Town of Tilton. There is a $25.00 check payable to the Treasurer which will be covered by the WRTA. Joyce indicated on a map of the site where the pre construction drainage swale within the rail right of way and on the route of where the new trail is going to go. Mr. Silverberg said there is an existing swale there now and in order to put in the trail the existing swale needs to be moved to accommodate the width of the trail that is required. The railroad maintains the drainage swale. There was discussion as to whether or not the trail is going over any part of the sewer right of way. Mr. Silverberg said the trail will cross over one small piece of the top of the sewer line. The Winnipesaukee River Basin has been notified of this. Joyce said our Sewer Department would have to be notified if they were crossing their lines but they are not.

Mr. Silverberg discussed the last meeting with the Selectmen where the Department of Transportation determined that they wanted the bridge to be on the South side of the railroad tracks. At this time no part of the trail is going to go on private property all contained within the sewer line. They will need a temporary easement during construction which they will need to talk to the abutters about. The trail is between Riverside Drive and the railroad. During construction the construction companies would want to access Riverside Drive to bring their vehicles in. Federal rules now require abutters to be paid for temporary easements.

Mr. Silverberg reported they prepared the package for Town Meeting in Northfield that was the new State requirement. It was not a requirement for previous phases. It appeared on the warrant article and said up to $1,064,453 of which they had federal grant money for the large majority. There was $212,000 required from the Winnipesaukee River Trails Association for match. The item was discussed and the concern that was expressed during the meeting was that they were $84,000 dollars shy of the total 20 percent match that they needed at that time. The Trails Association indicated that they had $128,000 and needed to raise the other $84,000. They were hoping to get approval to proceed and have more time to raise the other $84,000. An amendment was made during the Town Meeting that they would like to see them have some kind of promissory note.
or loan before the papers were signed to proceed before they could go ahead and start the process. Did look into loans and possible grants but there wasn’t anyone willing to grant them that money as they do not have any collateral. Talked to the Northfield Board of Selectmen and explained what happened and told them what they would like to do is proceed at this point with just the trail portion. The way it was presented the option is to do just the trail and/or the bridge because they did not have enough money. Mr. Silverberg said they talked with the Department of Transportation about whether they could just do the bridge and they said absolutely not. The intent is to try to build the bridge eventually. Because of that and the difference of the amount of money they had for match and when Northfield Selectmen said they wanted to have it visible they had to for forward with another option. Mr. Silverberg said what they did to is compromise and said they would go forward and Northfield has approved with just going forward with the trails portion. This means the next phase of construction is all in Tilton. They will be coming from Maher’s down along the railroad right of way, cross over into Ernie’s and continue on exactly where they said they would as if they were building the bridge. Instead of turning left and going on to the bridge and across the river they would be turning right which would be right in front of Ken Norton’s house and coming across the road on to Rte. 3. The Department of Transportation is estimating $75,000 to $100,000 for the crossing, which will be a push button crosswalk type light, would be required to stop traffic for people crossing the road. DOT said they cannot end the trail they have to have a place to go for people to get to the other part of the trail. The only way they can proceed is to have a crosswalk. At this point the Department of Transportation has recommended a particular type and Quantum Engineering has started doing the necessary paper work to get all of the approvals to move forward with that. Mr. Silverberg said they need input from the Selectmen because after they cross Rte. 3 they are on the sidewalk and are headed? There are a couple of options; there is a crosswalk in front of Town Hall that goes across to the Big Apple, or the crosswalk on Street. DOT is asking which one is the preferred route to get people over to Cannon Bridge. Mr. Silverberg said they will be putting up small directional signs with an arrow showing which way the trail is.
Mr. Silverberg asked the Board if they have a preference as to which one of the crossings they would like they can include that in the next piece of building just for the purpose of putting up the signs. Because it is Rte. 3, the State has to approve where they put the signs.

After the Board discussed this they agreed with the crosswalk on School Street and then go directly across to the laundry mat as the line of site will be much clearer.

Eliza asked the Board how they would feel about putting their logo painted on the sidewalk indicating the trail; this may be easier to follow rather than putting up signs that have to be approved by the State. Chair Consentino said she would be in favor of this as long as it is neat and is kept up. The Board is in agreement.

Sel. Scanlon asked when they would be putting in the crosswalk in front of Salmon Run, would it be before they start the trail or after they are finished. Sel. Scanlon said the Conservation Commission is planning on putting in boulders along the side of the road as a barricade to prevent parking in the area. Mr. Silverberg said it would be part of the construction project and within three weeks to a month they will have a definitive approval from the State as to where they want them to cross Rte. 3. Mr. Silverberg said he will make sure to coordinate this with the Selectmen and the Conservation Commission. Mr. Silverberg also informed the Board that the earliest they would have money for a bridge is about two and a half year from now.

Terri Page, CAP Transportation  Ms. Page passed out packets of information to the Board regarding resources on Transportation in the area. She gave the Board a list of providers for transportation and towns they service.

Sel. Jesseman is Tilton’s representative on Mid-State RCC and is very knowledgeable of the program. Ms. Page is here this evening to inform the rest of the Board what Mid-State RCC is and how they were created and what they do and what kind of transportation resources are available in the area. Ms. Page said more transportation is needed in the Belknap and Merrimack County and will explain what they are striving to do to get that in place.
Ms. Page works with the Community Action Program in the Belknap and Merrimack Counties and her position is funded through a grant that was applied through Mid-State RCC. The Federal Government decided in 2005 that there is a lot of transportation already existing across the country in different areas particularly in rural areas and it was not very well coordinated. There was a lot of duplicating and a lot of funding problems so they decided they wanted to do something to correct the situation. In 2007 the State of New Hampshire Legislature passed RSA 239-B which established the State Coordinating Council for Community Transportation. In 2009 they established ten Regional Coordinating Councils across the State and they were tasked with implementing a Regional Coordinated Plan for Transportation and for doing the ground work for figuring out what the needs were and to report back to the RCC on their on going work. Ms. Page reported that in the fall they will be doing another needs assessment and will be doing meet and greet talking sessions with communities to find out what their needs are.

The Board discussed the lack of information for patient’s at Doctor’s offices, not having any information on the Volunteer Driver Program. Chair Consentino said when the CHAT Committee was established in 2009 they took the Volunteer Driver Program brochures to the Doctor’s offices in Tilton, the Library and different establishments. They let them know who they were and what they did and they still did not give the information to the seniors and disabled and said they had no idea regarding the programs. Ms. Page said they always need more volunteer drivers throughout the communities. The arrangement they have with Caring Hands in Tilton is that if they cannot find a ride for the four regular rides in Tilton, then they call Caring Hands so they can fill in to take care of those rides so no one is left behind.

Ms. Page said combining resources works out very well. They partner with the Senior Bus that goes through Tilton to the Tripp Center and the Belmont bus, and there is the Winnipesaukee Transit which is the public transportation. Ms. Page said they help coordinate seniors getting to and back from their appointments.
Town Administrator, Joyce Fulweiler, agenda items.

Joyce informed the Board that there is a TAN Request from the Finance Officer in the amount of $400,000 that needs to be signed. Also in Tim's report he is asking for approval for extraordinary expenditures following the problem we had earlier this week with the server being down.

Joyce informed the Board that as part of our assessment review Loren is updating all of the elderly exemptions and there are five exemptions and credits that the Board will need to review her recommendations and sign if the Board is in agreement.

Joyce reported she heard back from Collis Adams, NH Department of Environmental Services regarding the large tree that has fallen over into packer Brook. Joyce sent Mr. Adams pictures of Packer Brook showing the tree. The root ball up-ended in the middle of the brook and it appears to be diverting the water into the neighboring property. Mr. Adams said they do not need a permit to remove the tree or the root mass since the root mass is already dislodged from the bank. Mr. Adams also commented on the other tree that was in the picture and said they should consider cutting and removing that tree as well but leaving the root mass before it too dislodges its root mass. No permit will be need there either. Joyce asked the Selectmen since they can get to these trees from town property would they like her to obtain some estimates for the removal. The Board was in agreement. The Board asked if this is something Dennis can do. Joyce did asked Dennis but he said his department is not equipped to do this, but she will ask him again. The Board asked Joyce to contact the abutter first to find out if they would allow this to take place. The Board asked Joyce to send a letter to Attorney Zimmerman to let her know the town is investigating the issue and have contacted NH Department of Environmental Services.
Joyce reported that she spoke to Maura Campbell regarding the Cable Franchise Agreement and informed her that the Selectmen held a public hearing and still needed clarifications on some of the sections in the document. Ms. Campbell explained the I-Net buildings of the police station and the town hall will be in a separate side letter. The Board has to formally request the $10,000 to help pay for the build out. Joyce and Tim will work on a letter to Ms. Campbell. The Selectmen will be receiving a letter formally requesting the build out of the I-Net service at the police station and the town hall with a description of the proposal. Joyce said it is her understanding that Metrocast will bring the fiber to the site and they will be paying the vendors.

Joyce informed the Board that there were three bidders that did the walk through at 16 Prospect Street and is waiting for one more. The bids are due back in the Selectmen’s office Thursday, May 15th at 4:00PM. Joyce said one of the bidders does have insurance. Joyce spoke with our insurance company they understand that municipalities have unique responsibilities. Workers Compensation has provided us with a form that basically the contractor is signing a statement that they are an independent contractor and they understand that they could obtain workers compensation insurance or property liability insurance but are choosing not to because they are an independent contractor. There is also a clause in there saying they will hold the town not liable for anything. Joyce said they all said they would be happy to sign the waiver.

Chair Consentino announced that the Selectmen were asked this afternoon to make a change in the agenda.
At 6:10PM Chair Consentino made a motion to enter into a non public session, as per RSA 91-A:3, personnel matter, seconded by Sel. Dawson. A roll call vote was taken. All were in favor. The Selectmen would like a ten minute non public with just the Selectmen and their staff and will then invite the people that are here for the non public session.
At 6:25PM The Selectmen were back in public session. At this time Sel. Dawson made a motion to seal the minutes of the non public session as they pertain to personnel issues, seconded by Sel. LaPlante. A roll call vote was taken. All were in favor.

At 6:29PM 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, unless such person requests an open meeting, seconded by Sel. Dawson. A roll call vote was taken. All were in favor.

At 8:25PM the Board resumed their regular session. At this time Chair Consentino made a motion to seal the minutes of the non public session as they pertain to personnel, seconded by Se. LaPlante. A roll call vote was taken. All were in favor.

At 8:30PM Sel. LaPlante made a motion to adjourn, seconded by Sel. Dawson. All were in favor.