Present: Selectmen Patricia Consentino, Katherine Dawson, Peter Fogg, Joseph Jesseman, and Jon Scanlon.
Others: Joyce Fulweiler, Town Administrator, Gayle Bestick, Administrative Assistant, Chief Robert Cormier, and Johnny Van Tassel, Public Works Director, Scott Davis, Chairman of Water Commission, Heather Thibodeau, Town of Tilton’s Welfare Director and Melanie Van Tassel, Sanbornton Welfare Director.

Call to Order/Roll Call:
Selectman Consentino called the meeting to order at 4:30 p.m. Selectman Scanlon arrived at 4:45 p.m., Selectman Fogg arrived at 6:15 p.m.

Approval of Minutes:
Selectman Jesseman made a motion, seconded by Selectman Consentino, to bring the minutes of December 17, 2015, to the floor for discussion. After a few corrections, Selectman Jesseman made a motion, seconded by Selectman Consentino to accept the minutes as corrected. All in favor. Motion carried.

Public Input
Scott Davis, Chairman of the Water Commission, updated the Board on the Water Commissioner’s meeting with the Belmont Board of Selectmen regarding Tilton’s application for NHDES to reclassify the water aquifer. He noted the Water District had submitted their Groundwater Reclassification Application to DES without the Belmont Selectmen’s signature, and DES had asked the Water Commissioners to return to Belmont to obtain their signatures. Scott talked about the Water District’s future endeavors of exploring different water sources. He left the Board with a copy of the GAA application.

Human Services Update:
Heather Thibodeau and Melanie Van Tassel reported the Christmas Fund program this year was a major undertaking: way over the numbers from last year, albeit a great success. They are looking for more volunteers for next year! Melanie explained how she assists Welfare clients while Heather is out, or on vacation. Selectman Consentino mentioned there were more concerns this year, and wanted clarification of how the assistance requests are handled. Melanie confirmed she and Heather work well together making decisions for the types of services required, and understand their legal obligations.

Chief’s Report (Robert Cormier):
Chief Cormier reported he had been meeting with different community resources - Tilton School, Rotary, Every Child is Ours, Praise Assembly of God on School Street, NH National Guard Drug Coalition program, and the Pemi Youth Center - for a possible satellite location of the Pemi Youth Center in the Tilton area. He has also talked with Dawn Shimberg of the (YAP) Youth Assistance Program, who agreed to speak with her members to obtain their perspective.
Most recently he met with Michelle Betz (960-2128) of the Tilton Area Family Resource Network, a group who would assist with young adults, single parents and/or addicts. He and Chief Raffaely of Northfield, will be assisting with and attending, an upcoming fundraiser planned by Kathy Keiser and her husband, at the American Legion for February 20th, to benefit the drug crisis issues. The Chief is encouraged the idea of the community coming together for our youth, is going in a great direction.

The Chief reported he and Mr. Pearson had met with Emergency Management/EOC, regarding the PD renovations, explaining the dollars spent could be used toward the in-kind match on grant monies.

Selectman Jesseman raised an issue of the electric bill. Selectman Consentino noted the Town, including the Senior Center, uses JP Carter as their electrician, and recommends the PD also use them as their sole source electrical contractor to take advantage of the discount offered to the municipality.

LED lights for the parking lot: The Chief recommends speaking with Eversource to discuss switching the existing lights over to LED bulbs. The Board agreed.

**Review and Finalize Budget:**
The Budget is due to be submitted to the Budget Committee by Wednesday, January 20th. Selectman Consentino noted the following changes as of January 11th:
- Highway improvements: increased to $20k
- Land Use: professional consulting increased to $2500.00
- Outside Agencies - no change; added Old Home Day

Discussion on Curbside and Recycling: **Selectman Dawson made a motion, seconded by Selectman Jeseeman, to have the Finance Director insert the correct amount. All in favor. Motion Carried.**

With nothing further to discuss on the budget, it was agreed once the Finance Director makes the changes and notes insurance figures would be forthcoming, the budget would be ready to send to the Budget Committee.

**Town Administrator Report (Joyce Fulweiler):**
**Review of 2016 Town Meeting Warrant Articles:**
- The Board decided to leave in Article 3 Housing Standards ordinance. Sel. Dawson is still waiting for a response from Attorney Crean.
- The Board approved Article 4 - $35k to Highway Equipment Capital Reserve Fund.
- Joyce explained that she sent Article 5 - Town Roads, Bridges and Sidewalks Capital Reserve Fund to NHMA legal services for clarification as to whether or not adding “sidewalks” to the name of the fund was changing a purpose of a CRF or clarifying a purpose of a CRF because that would determine if it would require a 2/3 or simple majority vote.
- Article 6 - the Board agreed to change the amount from $65,000 to $101,000 for the Town Roads, Bridges and Sidewalks Capital Reserve Fund. This includes the $36,000 set aside for sidewalks, specifically the School Street and Mill Street projects. If the article passes, then there would be an amendment to remove the $36,000 from the Highway operating budget. The motion will be prepared ahead of time and given to Moderator.
• Article 7 – $20,000 for revaluation was approved by the Board.

NHDOT Meeting with the Board regarding crosswalks:
• Joyce asked about the results of the Selectmen's meeting with the NH Department of Transportation who want to remove parking spaces on School Street, in front of the Town Hall, the crosswalk near Haircuts from Men and the crosswalk in front of Tilton House of Pizza. There was discussion of installing a $20,000 pedestrian push button light. The Board agreed it was necessary to keep all the parking spaces and crosswalks.

Tilton Northfield Island:
• Joyce reported the letter and draft RFP for tree trimming and maintenance had been sent to the Northfield Selectmen and they wanted to hold off on the RFP process until their Highway Supt. and our Director of Public Works could make a recommendation to the Boards as to what was needed. The Board was in agreement to go forward with sending out the RFP and all of the responses with be shared.

Appeal to NHDES regarding Bestway/Casella Permit:
• Selectman Scanlon reported he spoke with Mr. Condodemetraky who would like a letter from the Board supporting his appeal. Selectman Dawson suggested including in the letter a list of all of the violations.

Bestway/Casella Curbside Collection Contract:
• The current contract expires May 31st for both refuse and recycling collection. There was only bidder for curbside collection. Issues that need to be part of the contract negotiations are - clarify penalties when they miss picking up the trash, continue service on private roads unless the road is not maintained or cannot safely accommodate the collection truck and strict adherence to the Town's ordinance whereby the Selectmen designate the location of refuse disposal.

Presidential Primary Election Set-Up:
• Joyce, Chuck and Kathy Mitchell, and Selectman Dawson, met with the new Winnisquam Regional School District Facilities Manager - Rob Berry to discuss equipment set-up, access, parking, handicapped spaces, signage, traffic flow and the buses. They discussed not using the back door in the gym, and the ingress and egress will be much more defined. The Town will need assistance from the police department for traffic control - preferrably 3 people, especially during the busiest times. The Highway Department will be allowed to set up Monday afternoon in the gym. Joyce distributed a handout from the Moderator's workshop which describes the Federal law for a gun free school zone.

Town Street Map:
• Gayle and Joyce have been researching the cost of having a town street map published to be made available to the public. Following discussion, the Board agreed to table the matter until further research on the production can be done.

Monthly Staff Meeting:
• Joyce reported that the focus was on workplace health and safety. Municipalities, because they are extensions of the state of NH they fall under the jurisdiction of state safety law and regulations for Safety Data Sheet compliance. All employees have been reminded of their right to know what substances are in their workplace. Each department has a designated employee to collect the product information. Sel. Scanlon has offered his help and expertise in bringing us into compliance. The information will be forwarded to Sel. Scanlon who will create and maintain a central
data base for the Town. Each employee will have access as well as paper copies will be available within each department. Included on the SDS sheets is the “in case of spills” information so that employees will be aware of the proper procedures. Selectman Scanlon will put together a training tool; the employee could go online to view a powerpoint presentation and sign off when completed.

Selectmen’s Reports:

● Selectman Consentino announced a birthday celebration for a resident turning 101 years old is scheduled next Tuesday, at the Senior Center.

● Selectman Jesseman announced he would be holding a cooking class at the Senior Center next Wednesday, all are welcome.

● Selectman Scanlon mentioned the Town Hall would be closed Monday, 1/21 in observance of Civil Rights Day.

● Selectman Consentino announced the Budget Committee would be holding their first public hearing on Wednesday, January 27th at 7:00 p.m. Also anyone interested in filing for an elected official position may do so between January 20th and January 29th down at the Town Hall.

Non–Public Session - Personnel & Acquisition or Sale of Property
At 7:54 p.m., Selectman Consentino made a motion, seconded by Selectman Jesseman to enter into a Non–Public session as per NH RSA 91-A:3, as it pertains to personnel...On a roll call vote, motion adopted unanimously.

At 8:57 p.m., Selectman Consentino made a motion, seconded by Selectman Dawson to close the Non–Public Session, and Reconvene the Public Session. Selectman Jesseman made the motion, seconded by Selectman Dawson to seal the minutes, as they pertain to personnel matters permanently and Acquisition of property until such time as matters are resolved. On a roll call vote, motion adopted unanimously.

Code Enforcement Fee Schedule:
Selectman Dawson made a motion, seconded by Selectman Jesseman to accept Code Enforcement fee schedule. No discussion. All in Favor. Motion Carried.

Adjournment:
With no further business to come before the Board, Sel. Dawson made a motion, seconded by Sel. Consentino, to adjourn. All in favor. Motion passed. Meeting adjourned at 8:58 p.m.