TILTON BOARD OF SELECTMEN
MINUTES
Thursday, May 5, 2016

Present: Selectmen Chair, Patricia Consentino, Vice Chair, Katherine Dawson, Selectman Peter Fogg, Selectman Jesseman and Selectman Jonathan Scanlon.
Others: Joyce Fulweiler, Town Administrator, Gayle Bestick, Administrative Assistant, Chief, Robert Cormier, and Johnny Van Tassel, Director of Public Works.

Call to Order:
Selectman Consentino called the meeting to order at 4:30 p.m. Selectman Scanlon arrived at 4:40 p.m.

Approval of Minutes:
Selectman Consentino made a motion, seconded by Selectman Jesseman to bring the minutes of April 26, 2016, to the floor for discussion. Selectman Jesseman made a motion, seconded by Selectman Fogg to accept the minutes of April 26, 2016, with a minor correction to change the day of the meeting. All in Favor. Motion carried.

Selectman Consentino made a motion, seconded by Selectman Jesseman to bring the minutes of April 28, 2016, to the floor for discussion. Selectman Jesseman made a motion, seconded by Selectman Fogg to accept the minutes of April 28, 2016, as corrected adding the addresses to the numbered items referenced under Main Street Crosswalks and Parkings Spaces on pages 2 and 3, also correcting the sentence under the Town Administrator’s Report referencing not to dispose of files on page 3. Also on page 3 under Town Administrator’s report, an addition to include Solid Waste to the sentence Recycling agreement. All in Favor. Motion carried.

Other:
To improve proper ergonomics for the Finance Director, Selectman Consentino recommended a Varidesk (or similar stand-up while working type desk) be considered. After minimal discussion, Selectman Consentino made a motion, seconded for discussion by Selectman Jesseman, to allow the Finance Director to purchase a Varidesk or similar, not to exceed $500.00. All in favor, motion Carried.

DPW Report (Johnny Van Tassel):
- Old Home Day Assistance: Johnny mentioned he had been approached by the Northfield Highway Department for assistance with the Old Home Day set-up on Thursday and tear-down on the following Monday. After discussion, to include the budget and overtime, it was the consensus of the Board to ask for two volunteers, and/or offer four hours of comp time to assist with Old Home Day on the Thursday and Monday; and for Saturday, someone could take 5 hours off during the week.

- Street Signs: Johnny distributed a list of the street signs needed, and the quotes which included the hardware and brackets. He is waiting to hear back from the State for their quote - he will follow up next week, then the Board can make their decision.
- Thermoplastic Paint: Johnny explained the labor involved applying thermoplastic versus paint. There was discussion of the durability of the thermoplastic and how to repair and/or repaint it. It was suggested to find a place where it has been used, to go look and see if it would be worth the investment. Johnny will contact District 3. Selectman Dawson suggested looking at obtaining free samples of paving marking tape.

- T-Hop Parking Lot (municipal lot G): Johnny distributed a quote in the amount of 6,501.90, from Gilbert Block for the repair/replacement of the railroad ties. There were various suggestions of re-doing that area by either removing the foliage (yews), using granite for the corner pieces, or just paving it over. Johnny will take measurements and determine what type of material/granite curbing is available at the shop, and make a plan.

- Sweeping/Pavement Marking: Johnny will call to confirm the sweeping scheduled for next week, then proceed with the pavement marking after the sweeping is done. There was discussion of whether the crosswalks should be done since they would be damaged during the State's upcoming construction project. The Chief agreed the crosswalks need to be painted. Johnny will be conservative with the amount of paint used.

- Curbing on Monument: Selectman Dawson will loan Johnny some "Dee" stakes to assist with repairing the curbing on the monument out front of Town Hall.

- Tree in front of Town Hall: after discussing the removal of the tree, it was decided Joyce would contact Bob Hardy to obtain a price for a dwarf variety tree, (no more than 10 foot) similar to the one there.

Chief's Report (Robert Cormier):
- Calls for Service: 452 with 14 arrests in the last 7 days included; Operating after suspension, several possession of controlled drugs, Inhaling toxic vapors, and criminal trespass.
- Major Crimes: Detectives are working on drug investigations and felony bank related check cases. They are assisting the NH State Police who are looking for a runaway juvenile from Salisbury, NH, who may be in the Tilton area.
- Pet Expo, Saturday at the Pines, Also the Little League Parade Saturday morning.
- Pemi Youth Center: Finalizing the grant process for the satellite program. Fundraiser at the Flying Monkey was huge success raising around $4,700.00
- Meeting with Middle School Principal and Superintendent to discuss "LEAD", a new version of the DARE program.
- 2nd Annual Walk for Addiction Awareness huge success with about 250 walkers raising around $4,000.00.
- Drug Take Back: State wide set a new record of 12, 500 pounds, from 85 locations.
- Fishing Derby Sunday morning 8am to noon at the Tilton School Pond.

Selectman Dawson discussed the effect of the road closure last Saturday, and the need to avoid such an incident in the future. The Chief concurred.

Selectman Consentino mentioned the Tilton School "Seniors Helping Seniors" would take place this weekend. She announced the Town is looking for the oldest resident who would
be eligible to receive the Boston Post Cane Award. A press release will be forthcoming, information will also be posted on the Town's website.

**Town Administrator Report (Joyce Fulweiler):**
- Wednesday, May 11th Joyce will be attending a mandatory CDGB/CDFA Workshop.
- Tomorrow, she will have Primex Insurance quotes (will send to the Board for review to discuss next week).
- Thursday, May 12th, Avitar Assessor here, plans to have Tax warrant ready.
- Wednesday, May 18th for the Staff meeting, plan to review municipal rules tracking, and disposing of documents.
- *Appendices for Recycle and Curbside contract:* working with Dari (Landuse) for town map to include with each agreement; Joyce developed a list of roads which include the privately owned ones.
- Obtained a list of customers (commercial accounts) from local haulers which are Not part of the municipal contract. The Board will thoroughly review the agreements and plan to sign next week.
- Discussion of Jensen’s 104 Unit Community: After discussing the addition of the community to our contract, supplying recycle bins, and the option to provide a separate dumpster, it was decided to have Tim contact Casella and discuss the options.
- *Trash Ordinance:* revised to reflect language included in the new Recycle, Curbside pick up contract: **Selectman Consentino made a motion to sign the Town of Tilton Trash Ordinance, effective June 2nd; Selectman Dawson seconded for discussion:** Selectman Jesseman noted the need to clarify the definition of commercial property, it was determined to delete the word residential. *All in favor. Motion Carried.*
- **Town Car policy:** Joyce will notify the department heads of the forthcoming updated policy.

**Non Public: Personnel:**
At 7:22 p.m., Selectman Consentino made a motion, seconded by Selectman Dawson, to enter into a Non-Public session as per NH RSA 91-A:3, as it pertains to Personnel matters. On a roll call vote, motion adopted unanimously.

At 8:20 p.m., Selectman Jesseman made a motion seconded by Selectman Fogg, to seal the minutes on the matters as they pertain to personnel and public reputation, permanently.

**Public Input:**
None

**Selectmen’s Reports:**
Selectman Dawson discussed an issue raised at the recent Housing Standard Committee meeting, noting the Landlord Affidavit, (a requirement of Landlords to file) has not been thoroughly or properly tracked in the past. She explained the Landuse Department had volunteered to track the processes in the future. After further discussion, **Selectman Dawson made a motion to establish a fine not to exceed $100 for the failure to file a statement designating an agent for service of process as required under RSA 540:1-b.;** Selectman Jesseman seconded for discussion. *All in Favor. Motion Carried.*
Selectman Dawson discussed the Tables, Chairs and Benches on Main Street ordinance. She made a motion to add language to the existing policy - any painting or altering of town sidewalks must be approved by the Board of Selectmen. Selectman Scanlon seconded. No discussion. All in Favor. Motion Carried.

Selectman Consentino asked about the Itinerant Vendor application to be signed. There was discussion of why the Board may not sign it, i.e. does it require a background check, the language in his presentation, and the difference between an Itinerant Vendor and Hawker & Peddler. Joyce will research the Hawkers & Peddlers ordinance and check with LGC (Local Government Center) for their advice.

Selectman Scanlon reported the total cost for repair of the flagpole on the Island was $32.13. The flag will be illuminated and securely locked.

Selectman Jesseman reported the Town Wide Yard Sale was a success. He announced the Town Wide "NH The Beautiful, Clean Up Trash and Litter", is scheduled for Saturday, May 14th. Free blue bags are available at Town Hall.

**Adjournment:**
With no further business to come before the Board, Selectman Jesseman made a motion, seconded by Selectman Fogg, to adjourn. All in favor. Motion passed. Meeting adjourned at 8:33 p.m..

**Next Meeting: Thursday, May 12, 2016, 4:30 p.m.**