TILTON BOARD OF SELECTMEN
MINUTES
Thursday November 09, 2017

Present: Selectman Chair, Katherine Dawson, Selectman Pat Consentino, Selectman Peter Fogg, Selectman Jon Scanlon, and Selectman Ashlee Saint John.
Others: Joyce Fulweiler, Town Administrator, Tim Pearson, Finance/IT Director, and Chief Robert Cormier.

Call to Order:
Selectman Dawson called the meeting to order at 4:45 p.m. The Pledge of Allegiance was performed. Selectman Scanlon arrived shortly after.

Selectman Consentino collectively with the entire Board, congratulated Helen Hanks (Selectman Dawson's daughter) as the first woman Commissioner for the NH Department of Corrections. (Applause shared)

Town Administrator (Joyce Fulweiler):

Joyce brought forth the following for the Board's signatures:

- Veterans Tax Credit Abatements, Pinard's Hauler License Renewal Application, and Birch Hill Kennels contract.

Joyce reported the next meeting of the Police Station Study Committee would be held Monday, November 13, 2017. Deputy Chief, Tim Joubert will be in attendance.

- Tax Deeded Property Update: interior needs cleaning; heating system needs repair, nice yard. Plumbing has been winterized, water has been shut off and property is ready to go to auction sometime in February.

- Open Enrollment insurance materials will be sent out next week to all employees and retirees.

Selectman Consentino briefly discussed a request for the highway department to place winter stakes on the corner of Maple Court and Poplar Street. Selectman Dawson will research the town's right of way in that area.

(30:29 into the movie)

Budget Discussion (Finance/IT Director Tim Pearson & TA Joyce Fulweiler):

Town Hall Improvements/Projects:
There was discussion of including future town hall improvements on warrant articles. Tim suggested considering using the capital reserve fund. There was a lengthy discussion of the cost and maintenance of the town hall carpet, whether to replace it with tile in some areas, and removing the safe in the Town Clerk's office. This project will become a priority for 2018. Safety lights are the next priority, possibly including for 2017.

Security Improvements at Town Hall:
There was discussion of implementing a more secure entrance with a buzzer type system for the School Street side entrance, also discussed was the need to add security cameras on the second floor.
Joyce proposed moving the welfare office to the finance office, move the finance office to the old landuse office, and build a partition in that room for IT storage. Tim explained the idea of installing a door going out into the hallway (across from his current office) and let him configure the space for the IT storage and finance. He would relocate the equipment from the basement as well as all the equipment in his office. Tim noted there is money (approx $5300) for recabling the building, which would include speed improvements, voice over IP, et. al. Chairman Dawson suggested the Board members speak with Joyce and Tim about the various options, go take a look/see, and then they could make a decision at a later date.

Brief discussion of a larger kiosk outside of Town Hall. It was suggested that would be a nice project for an Eagle Scout in 2018.

Selectman Scanlon mentioned the Town Hall front doors need annual sealing maintenance. Joyce will contact the contractor to obtain details so the public works department can complete that task.

*(1:12 into the movie)*

**Budget Review:**
Tim noted the only changes to the budget were the updated (as of this date) expenditures. No other changes since last week.

Selectman Consentino asked about the deteriorating voting booths and whether others should be obtained or repair/rebuild the current ones. Selectman Dawson suggested contacting other communities or placing an ad with the local municipal periodicals in search of other booths.

There was a question of the 20% increase in the election registration line where Tim explained was based on having three elections this next year. He explained the Town Moderator had sent a detailed budget request for all needs to accommodate those elections.

After further review of the budget, the following motions were made:

- **Selectman Consentino moved, seconded by Selectman Fogg to approve the operating expense of $655,344.00 for the Administration budget line item. No further discussion. All in favor. Motion carried.**
- **Selectman Consentino moved, seconded by Selectman Fogg to accept the $128,151.00 department request for the Town Clerk Tax Collector. No discussion. All in favor. Motion carried.**
- **Selectman Consentino moved, seconded by Selectman Fogg to approve the $318,651.00 for Finance Department. No discussion. All in favor. Motion carried.**
- **Selectman Consentino moved, seconded by Selectman Fogg to approve $93,326.00 for the IT Department. No discussion. All in favor. Motion carried.**

Tim briefly discussed the need for future case management software (approximately $2700.00) which would assist with tracking inspections and other department needs

- **Selectman Consentino moved, seconded by Selectman Fogg, to approve $125,817 for the Landuse Department. No discussion. All in favor. Motion carried.**

Selectman Dawson requested an official policy for stipends be established for all members of boards and committees. Joyce will add that to her todo list.
After a brief discussion of the increase in the Health and Welfare line, it was decided to have the Welfare Director come before the Board for an explanation.

- Selectman Consentino moved, seconded by Selectman Fogg, to approve the $671,234.00 for the Public Works Department. All in favor. Motion carried.

- Selectman Scanlon moved, seconded by Selectman Consentino to approve the $548,216 for the Sanitation budget line. No discussion. All in favor. Motion carried.

(2:01 into the movie)
Chief Cormier - PD Budget:
The Chief discussed the overtime line item requesting additional funds. There was conversation of having one officer short, and/or changing the schedule to 10 hour shifts - which would decrease the overtime. It was agreed the Chief should recalculate the numbers by taking out the officers wages and associated lines, then see what the budget looks like.

Culture & Recreation:
Selectman Consentino moved, seconded by Selectman Fogg to approve $171,937 for Culture and Recreation. Discussion of parks maintenance - would need part time hire, less cost to town to subcontract out. Motion carried. Selectman Scanlon abstained.

Outside Agencies:
Selectman Consentino moved, seconded by Selectman Fogg to approve Parks Cemetery for $6,000.00, and Animal Control/Birch Hill Kennels for $5,500.00. Discussion of Birch Hill Kennels contract not stating "subject to approval"... All in favor. Motion carried.

Selectman Consentino moved, seconded by Selectman Fogg to approve Lakes Region Planning Commission for $3,450.00; Youth Assistance Program for $48,755.00, Community Action Program for $26,000.00, and Franklin Visiting Nurse Association for $12,572.00. No discussion. All in favor. Motion carried.

Selectman Consentino moved, seconded by Selectman Fogg, to approve Summer Concert Series for $2,000.00. No discussion. All in favor. Motion carried.

Brief discussion of the Board agreeing to remove the Pemi Youth Center line

Selectman Consentino moved, seconded by Selectman Fogg to approve $3,000.00 for Genesis; $3,000.00 for Child and Family Services and $1,500.00 for NH Association for the Blind/First Sight. Brief discussion of First Sight request of 2k, approval in the past of the $1500. All in favor. Motion carried.

Selectman Consentino moved, seconded by Selectman Scanlon to approve $1,530.00 for New Beginnings and $500.00 for CASA. No discussion. All in favor. Motion carried.

Pines, PD and Welfare to be discussed at a later date.

(2:32 into the movie)
Tim briefly reviewed the projection of estimated revenues at $2,035,000 and projected tax rate based on appropriation in the budget. If all came through without the use of any fund balance, the town portion of the tax rate would increase .32 cents, a 4.40% increase.

Announcement for the Camera:
11:50a.m. This Saturday is Veterans Day Parade.
Public Input:
None

Non Public Session:
At approximately 7:30p.m. Selectman Dawson moved, seconded by Selectman Fogg to enter into a Non-Public session as per RSA 91-A:3, as it pertains to land acquisition. On a unanimous roll call vote. Motion carried.

Selectman Dawson moved, seconded by Selectman Fogg to seal the minutes as they pertain to employee and personnel permanently, and to land acquisition until the matters are resolved. On a unanimous roll call vote. Motion carried.

2:43 into the movie

Adjournment:
With no further business to come before the Board, Selectman Fogg moved, seconded by Selectman Dawson to adjourn. All in favor. Motion passed.

Next Meeting:
November 16, 2017, at 4:45 p.m.