TILTON BOARD OF SELECTMEN
MINUTES
Thursday, March 22, 2018

Present: Selectmen Chair, Katherine Dawson, Selectman Pat Consentino, Selectman Peter Fogg, Selectman Ashlee Saint John and Selectman Jon Scanlon.

Others: Auctioneer, Greg Peverly, Town Planner, Dari Sassan, Deputy Fire Chief, Tim Joubert, Planning Board Member, Juliet Harvey, Town Administrator, Joyce Fulweiler, Capt. Ryan Martin, and Gayle Bestick, Administrative Assistant.

Public: Dennis Manning

Call to Order:
Selectman Scanlon called the meeting to order at 4:50 p.m. The Pledge of Allegiance was performed. All selectmen present.

Selectman Scanlon asked to ratify the motion of last week which chose the Chair and Vice Chair. After a very brief conversation, Selectman Dawson moved, seconded by Selectman Saint John to appoint Selectman Jon Scanlon as Chair and Selectman Peter Fogg as Vice Chair. All in favor. Motion carried.

Approval of Minutes:
After the Board reviewed the minutes of March 8, 2018, adding clarification to the paragraph about the youth helping with the Senior Center painting, adding an address for the Deer Street sinkhole and under Selectmen's Reports adding that the cooking done by Joseph Joseph was, to benefit the Senior Center, Selectman Scanlon moved, seconded by Selectman Consentino, to accept the minutes as amended. No discussion. All in favor. Motion carried.

After the Board reviewed the minutes of March 15, 2018, Selectman Scanlon moved, seconded by Selectman Fogg, to accept the minutes as submitted. No discussion. All in favor. Motion carried.

4:57pm
Auctioneer re: Sherwood Drive
Joyce introduced the draft auctioneer agreement, along with the application from Hunt Brooke Estates. Auctioneer Greg Peverly talked about the process of the auction to be held at 128 Sherwood Drive. He will take the qualified/approved, potential buyers to view the property. There was discussion of the need to be pre-approved by the Park owner and to change the language in the agreement to reflect that requirement.

After discussing a minimum price which should include the expenses, taxes, penalties, and the fee of the auctioneer, it was the consensus of the Board to set the offer at $11,000.00, but may be amended upon total of final expenses. Joyce will check on the lot rent owned, paying the plumber, utilities and estimated advertising. Joyce explained anything over and above is filed with the court as a Bill of Interpleader.

Mr. Peverly will begin his advertising process tomorrow, and speak with Mr. Graves about notifying the residents in the Park.

Selectman Consentino asked if an offer came in would the Board accept it. Joyce explained at Town Meeting, disposing of Town Property could be done by auction or as justice may require.
Public:
Dennis Manning, former Fire Commissioner, (not expecting a decision this evening), suggested/requested the Selectmen look into establishing a committee to study the dissolution of the Fire District, and look into pursuing our own fire department. Mr. Manning recognized the need for a building, however noted how Tilton's needs differ from the District's need. He mentioned there were options for land through public/private partnerships. Mr. Manning commented regionalization seems to be out, although; there is a memorandum of agreement between the districts involved - Sanbornton, Tilton Northfield Fire District, Franklin and the Mutual Aid could benefit by being part of the study.

(47:32 into the video)
Town Planner (Dari Sassan) & Deputy Fire Chief (Tim Joubert) - Main Street Numbering:
Dari has been addressing the E-911 numbering, with focus now on Main Street. He spoke of an idea brought forth by Deputy Chief Joubert, involving the community and that grant funding is available to assist with the cost of the numbering and signs for the downtown Main Street area. A handout was distributed showing a matrix of addressing. Dari discussed the need to follow the ordinance which specifies all one number be assigned to a multi unit building. Deputy Chief Joubert confirmed the benefits to identifying the addresses properly. There was a question of what the numbering would look like. Selectman Scanlon asked for clarification in the ordinance relative to the "left" side and "right" side of the road. Selectman Dawson suggested that using cardinal directions would provide greater clarity. Dari confirmed there would be a full list of the numbering to include all the suites and apartments, and that the concerns of 289, 264 and 262 Main Street would be addressed. The Board expressed unanimous support to correct the numbering and move forward with exploring grant funding and community involvement.

(1:00 into the video)
UNH First Impressions Program MOU (Juliet Harvey and Dari Sassan):
Juliet asked the Board if they were interested in any revitalization efforts for the downtown. She noted 8 out of 17 store fronts are vacant in our downtown. From this program, Juliet hopes to have data available for redoing the Master Plan. As far as costs, there are small ancillary costs i.e., gas, refreshments and/or supplies.

There was some discussion of the makeup of the committee. Dari distributed a handout explaining the development of a steering committee, ideally; a 10 to 15 member committee made up of some downtown business owners, would be recommended. Selectman Dawson confirmed any committee needs to maintain minutes, and the committee members would need to be indemnified. Dari explained once the Board signs the Memorandum of Agreement, the process can move forward.

Selectman Scanlon moved, seconded by Selectman Saint John, to accept and sign the UNH First Impressions Memorandum of Understanding. Motion carried. Selectman Dawson declined to vote.

(1:14 into the video)
Captain Ryan Martin - Cruiser:
The Captain provided the Request to Purchase a 2018 Ford Police cruiser information which included three very close, estimates. The Captain explained Autoserv has always worked out for
the Town, as they also perform service on the vehicles. **Selectman Consentino moved, seconded by Selectman Saint John to go with Autoserv.** **Discussion:** which vehicle would be removed from the fleet? Captain Martin reported the 2004 Crown Vic (which is used by the Prosecutor, and by officers when they go to training) would be removed, however; they would like to keep the entire fleet. If need be, one should be kept for parts. There was discussion of rearranging the fleet, continuing to use the black and whites for details, and the costs of maintaining the fleet. The Captain explained the need for the new cruiser - every year the first new car goes on the front line - that front line adds 40-60k miles, within 2-3 years mileage equals approximately 100k miles. He further explained the department has expanded, they are running the cars longer; officers are providing better coverage, adding more mileage with patrols, getting up to 120-130k miles in 3 years, which goes beyond the warranty. They get a new vehicle every year to ensure they are using the most reliable vehicle to respond to emergency calls.

Selectman Scanlon asked for a plan for the rotating of the vehicles. Selectman Saint John concurred, there needs to be a plan. The Captain further explained they try to keep the older cars for the details which increases revenue for the town.

**Selectman Consentino amended her motion to include the electronics package from OME (Ossipee Mountain Electronics) for $15,394.70. Selectman Fogg seconded for discussion. Selectman Scanlon confirmed going with Autoserv at $28,830 and OME for $15,394.70. No further discussion. Motion carried, 3 to 2. Selectman Scanlon (for getting the car, but would like a plan) opposed, and Selectman Dawson opposed.**

Selectman Dawson raised an issue of the need to enforce the parking ordinance, specifically at Riverfront Park, and the Old Post Office (Lot A). The Captain suggested to call the police department when there is an issue. He will advise the Sergeant of Selectman Dawson's concerns.

6:27 p.m. **(1:42 into the video)**

**Town Administrator (Joyce Fulweiler):**

Items that require Board action:
- Disabled Deferral Agreement - no response to date
- Town Hiring Procedure - postponed to next week
- Calef Hill Road Project - postponed to next week
- RFP for Class V Road off Laconia Road - draft proposal, scope of work and bid specs need Board Approval - Discussion: reclaim or remove all existing asphalt determined it was being reclaimed. There was significant discussion of the unit prices, description and estimated quantities on the Bid Submittal Form. Joyce will update with the correct information.
- Consensus of the Board to begin advertising for Town Administrator's position.

Boston Post Cane Award Ceremony - Selectman Consentino will contact the caretaker and the Senior Center to reserve the 24th or 26th of April.

Discussion about the Town Administrator Search - post in various places to include NHMA Management Association, Primex etc., Interview and narrow down to no more than 5 candidates. Joyce suggests choosing someone with economic development experience, PD
Union knowledge and Human Resource skills. The Board would like to review the job description and decide whether to divide duties and/or restructure.

Joyce suggested the department heads submit thoughts of how they see the next administrator.

Selectman Scanlon asked about the upcoming evaluations and the development of new forms. Gayle will present the draft forms soon.

Island Discussion: Joyce reported Northfield had approved the transferring of ownership. There was discussion of costs and obtaining information from resources familiar with this type of process. Selectman Scanlon talked about temporarily placing the rocks back to protect from further damage, sooner than later.

- Island Lights: Selectman Dawson shared her report of the lights timer noting there definitely was a short in the breaker. It was the consensus to have the electrician trace the short and fix it. It was suggested to let Northfield know there is a problem, and see how they would like to approach it.

7:15 (2:30 into the video)

Selectmen's Reports:
Selectman Consentino: reminder of the Pancake Breakfast at Applebees Saturday from 8am to 10am with the Easter Bunny.

Selectman Fogg: asked about the tree bids for Manville Road, and for clarification in the Public Works Directors report of which truck is truck 2.

Selectman Dawson: Parks Commissioners have hired Byron's for the seasonal porta potties. There was a suggestion to have a second one installed near the Island. It was discussed to have Brock check out the platform for stability and/or to extend to suit the placement of a second potty.

(2:38 into video)
Selectman Dawson: showed pictures and discussed where an open ditch/trench was dug on Bittern Lane. She noted not only is the trench causing a wetlands violation and erosion, but it is on town property. A suggestion was made to have the highway department research. Selectman Scanlon suggested the police investigate, as it is a trespass matter. Selectman Dawson agreed to start with the police.

Adjournment:
At 7:33 p.m., with nothing further, Selectman Dawson moved, seconded by Selectman Fogg to adjourn. All in favor. Motion passed.

Next Meeting:
Thursday, March 29, 2018 at 4:45 p.m.