TILTON BOARD OF SELECTMEN
MINUTES
Thursday, August 30, 2018

Present: Selectmen Chair, Jon Scanlon, Vice Chair, Peter Fogg, Selectman Pat Consentino and Selectman Katherine Dawson.
Guest: Juliet Harvey

Call to Order:
Chairman Scanlon called the meeting to order at 4:50 p.m. The Pledge of Allegiance was performed. Selectman Consentino arrived shortly after.

Approval of Minutes:
After the Board reviewed the minutes of August 16, 2018, noting several minor corrections, Selectman Jesseman moved, seconded by Selectman Dawson to accept the minutes as corrected, as amended. No discussion. All in favor. Motion carried.

First Impressions (Juliet Harvey):
Juliet Harvey came before the Board with information on the First Impressions Committee meeting scheduled for Thursday, September 27, 2018, at the Tilton School at 6:00 p.m. where the UNH Cooperative Extension presentation will begin. UNH will present the information obtained from their assessment of downtown Tilton identifying opportunities for improvement, along with other data obtained from the First Impressions group. Ms. Harvey explained, based on the strengths and weaknesses obtained, groups will discuss feedback. There will be future meetings to discuss the action plans. The event is open to the public, all are welcome.

There was conversation of burying the wires on the Main Street - Juliet spoke of the possibility of obtaining grants. There was discussion of what ideas could begin sooner than later, i.e. simple tasks like hanging welcoming banners. Selectman Scanlon asked about the area which the committee is covering. Dari Sassan recalled possibly from Salmon Run to Riverfront Park. Selectman Scanlon suggested the need to pick boundaries to define the downtown area. Dari talked about vegetation trimming projects which need to take place. He reported an upcoming meeting to debrief with the group from Pittsfield (who assisted with the assessment) would take place soon. Juliet closed inviting everyone to the September 27th meeting at Tilton School.

Selectmen's Reports:

- Building Permits Fee Schedule (Dari Sassan):
Dari reported he had recently received several complaints about the building permit fees, in particular; should there be a building permit fee for routine maintenance. He presented information from other communities who offer flat fees. Dari stated he was open to reducing fees for maintenance work. There was discussion of what is considered routine maintenance, what is renovations - alterations. Also discussed were the application fees for residential versus commercial. Dari will review the fee schedule, which he agrees should be fair and reasonable, and come back to the Board. In the meantime, the current fees will be collected and if the schedule is revised, there may be refunds as of August 23rd.

- All State Asphalt Chip Seal motion: the Board reviewed the Finance/IT Director's report explaining the need for a motion to pay for the Chip Seal project. Selectman Fogg moved, seconded by Selectman Scanlon that as authorized agents for the Roads, Streets, Bridges, and Sidewalks Capital Reserve Fund, instruct the
Trustees to withdraw $98,572.60 to pay for the chip seal work done on Manville Road, Crystal Lane, Hill Road Autumn Drive, and Andrews Road. No discussion. Motion carried 3 to 1. Selectman Dawson declined to vote and Selectman Scanlon abstained.

**IMC Licenses (Chief Cormier):** Chief Cormier reported there is a recurring issue where there is insufficient availability for use with the IMC system and that an additional 3 licenses would help. The Chief confirmed licenses assigned were per station - per user, per station. There was discussion of setting timers for logging off/out, which wasn't recommended by Tritech support. The Chief will contact Tritech and invite Mark to come in to explain further. Sgt. Luke Pinault explained how everything they need to document, doing checks, arrests etc., is IMC based and there is a minimum of 10 licenses being used at the same time. He recommended additional licenses to improve efficiency.

**Public Input:**
None

**Town Administrator Report (Joyce Fulweiler):**
- Brief comments about Gaslight Village not connecting the gray water to sewer prior to the Board signing the CDBG payment form.
- Budget Workshop: Joyce reserved the space - Jeanie will plan to attend.
- List of items leftover from Public Works Director leaving: After a brief discussion, it was the consensus of the Board to have the public works crew install the granite posts at Riverfront Park, once the priority items are complete.
- Municipal parking Lot H: o.k. to use ledge pack to fill in the pot holes.
- Sewer pump station painting: after clarifying the need to have the pump station painted, it was determined any ideas should be sent to the Board of Selectmen for their approval. i.e., a theme and who would be doing the actual painting.
- Taste of Trails Annual Auction: Joyce announced the fundraiser would be held Thursday, October 11th at the new Elks Club in Franklin. She asked the Boards permission if the trails committee could hang their banners. It was the consensus of the Board to hang the banners - one on Salmon Run/town side(Ernies) and one on the Island Park railing.
- Letters to Legislators to override Governor's veto regarding the Biomass plants were signed by the Board.
- Discussion of 91-A requests: Joyce explained how to search and save the pertinent information relative to Bittern Lane.
- Winnisquam Project: Selectman Dawson asked whether another meeting would be held or a notice be sent instead. Joyce reported she had met with Chris Harris from Porter Paving and is waiting to hear back on a commencement date. She confirmed the encroachments would not be done this year and would be sending that information out in a letter to the interested parties, along with the date the project is to begin.
Island Meeting with Northfield Selectmen: As Selectman Fogg and Selectman Jesseman were absent from the meeting the Board decided to recess briefly to discuss the legal matters.

6:58 p.m. Selectman Scanlon moved, seconded by Selectman Jesseman to take a Brief Recess. All in favor. Motion carried.
7:13 p.m. Board reconvened

Island: Selectman Scanlon noted a copy of the deed was necessary prior to the transfer of same. Selectman Consentino moved, seconded by Selectman Dawson to hire an attorney to obtain a written opinion and interpretation of the Island deed. No discussion. All in favor. Motion carried.

Island Maintenance: Selectman Consentino reported Northfield would share in the maintenance, and that an estimate should be obtained for painting of the bridge and railing. Also, Northfield would be mowing and trimming, every other week.

Other:
Selectman Scanlon suggested installing a 4-way outlet near the Deputy Town Clerk Tax Collectors desk to prevent the wires from causing a trip hazard.

Island Post: brief discussion of the damaged pole accident noted the need for documentation in the employees file. The need for back up cameras on the public works trucks was also raised again.

Selectmen's Reports:
Selectman Consentino:
Pat reported the pergola/arbor like structure which was purchased for the Senior Center was installed by inmates from the prison - they did a great job!

Selectman Dawson interjected stating inmates had repaired bricks in RiverFront park, also doing a great job! She hopes to do a write up with pictures if allowed.

Pat reported the following:
- Vicy Virgin Food Drive, Saturday, September 8th from 9am to 1pm at Market Basket
- Senior Center Week Open House: Thursday, September 20th is the luncheon
- Mr. Cropsey garbage bin/retaining wall discussion: Pat complimented Mr. Cropsey's newly built retaining wall, however; questioned where the Town's boundary line was located and why it seems businesses don't abide by the established setbacks. After a brief discussion it was determined this would be a question for Code Enforcement.

Pat suggested bringing in the new Town Administrator a few weeks early. She recommended October 1st. After a brief discussion, it was the consensus of the Board to check with the Finance Director, and the new hire to confirm this recommendation.

Selectman Jesseman:
Joe asked for clarification on the motion appointing him interim selectman and to confirm he would be appointed for more than 5 months. Selectman Dawson found in the minutes where it stated he would serve the remainder of Selectman Saint John term, until March 2019.
Joe plans to attend the NHMA conference on Friday, 9/14. He will come back and report to the Board. As the newest selectman there were no committee assignments, however; he and Selectman Consentino will be glad to switch positions on the Planning Board. **Selectman Dawson moved, seconded by Selectman Fogg, to appoint Selectman Jesseman as the Ex-Officio to the Planning Board. No discussion. All in favor. Motion carried.**

**Selectman Fogg:**
Peter spoke about property for sale in his neighborhood and asked why one resident is not being taxed for property he owns. It was determined this would be a question for the Assessor.

**Selectman Scanlon:**
Jon reported the Wall along Route 3 (the State's Wall) the integrity is worsening and the rocks are falling into river. The State needs to be made aware.

**Selectman Jesseman:**
Joe questioned the length of time some items remain on the list of old business, specifically the tree streets issue. Selectman Scanlon explained how there seemed to have been a stale mate. Selectman Dawson noted the need for parking enforcement. A suggestion was made to discuss the matter at town meeting.

**Selectman Dawson:**
- Trees on Main Street: discussion of the tree in front of the old Providian Bank Building. If Squires says it should /could be trimmed - have it trimmed appropriately.

Selectman Scanlon mentioned the two crab apple trees near THOP (Lot G) should also be trimmed.

- Bollards at railroad tracks need to be installed.
- Deer Street/Kettlehead overflow parking: Chief Cormier commented if it becomes a problem no parking signs should be posted.
- Academy Street retaining wall: need estimates from engineering, pending.
- Academy Street parking: Selectman Dawson suggested removing the one no parking sign that's left until the safety matter is resolved.
- Main Street weeds: Katherine reported how bad the weeds looked. She suggested one of the public works employee get their herbicide license, but in the meantime, have Squires spray.
- Have Kevin check about Deer Street sinkhole, State is supplying product.

Discussion: add Main Street maintenance back to Public Works budget or subcontract out? Need to know how to budget...get estimate(s) from landscapers; need definitive list of what needs to be done - sweep, weed, trim, use pesticide...it was suggested to ask John Bilodeau who has been with the department the longest.

**Adjournment:**
At 8:09 p.m., with nothing further, Selectman Jesseman moved, seconded by Selectman Fogg to adjourn. All in favor. Motion carried.

**No meeting on September 6th**

**Next Meeting:**
Thursday, September 13, 2018 at 4:45 p.m.