TILTON BOARD OF SELECTMEN
MINUTES
Thursday, October 4, 2018

Present: Selectmen Chair, Jon Scanlon, Vice Chair, Peter Fogg, Selectman Pat Consentino
Selectman Katherine Dawson and Selectman, Joseph Jesseman.
Others: Tim Pearson, Finance/IT Director, Town Administrator's, Joyce Fulweiler and Jeanie
Forrester, and Gayle Bestick, Administrative Assistant.
Public: Senator Robert Guida

Call to Order:
Selectman Chair Scanlon called the meeting to order at 4:45 p.m. The Pledge of Allegiance was
performed. All Selectmen were present.

Acceptance of Minutes:
After the Board reviewed the minutes of September 13, 2018 making a few minor corrections,
Selectman Jesseman moved, seconded by Selectman Consentino to accept the minutes
as corrected, as amended. No Discussion. All in favor. Motion carried.

Acceptance of Minutes:
After the Board reviewed the minutes of September 20, 2018 making two minor amendments,
Selectman Jesseman moved, seconded by Selectman Fogg to accept the minutes as
corrected, as amended. No Discussion. All in favor. Motion carried.

Public:
Senator Robert Guida visited the Board to follow up on the Deer Street sinkhole matter, pleased
to hear work will begin next week. He congratulated Jeanie as the new Town Administrator and
asked for a brief update on the rock wall along Rte 3 & 11 which is need of attention. Selectman
Scanlon explained the rocks are being displaced by the overgrown trees and bushes, the
guardrail posts need replacing, and the road is eroding. Selectman Consentino noted the site
visit last spring with Executive Counselor Joseph Kenney and DOT Commissioner Sheehan
which resulted in the Commissioner determining the area was not a priority. There was further
discussion of the road being an important corridor and if there were ever any type of closure, it
would cause the emergency services to be separated along with causing a major detour.
Senator Guida offered to look into this matter.

Non Public
At 5:08 p.m., Selectman Scanlon made a motion seconded by Selectman Jesseman, To
Enter Non-public Session, as per RSA 91-A:3 paragraph II (a) The dismissal, promotion or
compensation of any public employee or the disciplining of such employee, or the investigation
of any charges against him, unless the employee affected (1) has a right to a meeting and (2)
requests that the meeting be open, in which case the request shall be granted.
(b) The hiring of any person as a public employee.

On a Roll Call Vote: P. Consentino yes  K. Dawson yes  P. Fogg yes  J. Jesseman yes, J.
Scanlon yes.

At 6:14 p.m., Selectman Jesseman moved, seconded by Selectman Consentino to seal the
non public minutes as they pertain to personnel, permanently. All in favor. Motion carried.
Discussion of Porter Paving invoice having incorrect language stating the project was complete. The Board will hold the check until a revised invoice is received reflecting a partial payment, and that they will return in the spring for applying the wearing coat at the quoted price.

6:17 p.m.
**Finance/IT Director (Tim Pearson):**
Tim referenced his report noting the TAN request in the Board's To Be Signed folder. There was a brief discussion of the Trustee Request and that the check to Porter Paving would be held, however; when payment is made a motion is required to expend the funds. Tim talked about the reformatting of the 2019 Budget which will include a base Selectmen's budget comprised of current and contracted wage and personnel lines for 2019, with the balance of the budget lines containing the 2018 approved budget.

Reviewing further, Tim noted the DRA MS-434 Estimated Revenues and the sample tax rate provided showing roughly a 2.9% increase on the Town's rate. He reported next year is a revaluation year and is prepared to show more money for abatements. There was a brief discussion of not using a fund balance and curbing spending. Tim talked about IT priorities through year end notably the refurbished server, Windows license and Professional Services for the PD. There was discussion of having to overspend the IT budget line to maintain this Federal compliance.

Tim reported the frequent issues at the PD with the broadband provider. He explained the need for fiber access and the benefit of having an SLA - Service Level Agreement - which would guarantee a certain amount of bandwidth. There was a brief discussion of fiber on the poles in Tilton. Tim explained the various services, vendors and costs relative to same.

**Town Hall Surveillance System Replacement:** After a very thorough explanation from Tim of the proposal for the expansion of the 8 new cameras for Town Hall, tying in the existing 3 exterior cameras (for a total of 11 cameras), discussion of grant money and vendors; and Selectman Consentino remembering monies from the Town Hall Maintenance and Repair line being allocated for the pointing of the bricks at Town Hall - Selectman Dawson moved, seconded by Selectman Consentino to accept the proposal from Mango Security Systems to replace the surveillance system at Town Hall for a total of $9,752.00 and pay for the work from the Town Hall Maintenance and Repairs budget line, and to authorize the Finance/IT Director to sign the proposal. Motion carried 3 to 1. Selectman Scanlon recused himself.

Selectman Consentino asked about Officer's overtime versus detail pay submitted for the Tanger 5k Run. Tim explained the Chief signs off on payroll but will plan to speak with the Chief for an answer.

1:12 into the video
**Town Administrator Report (Joyce Fulweiler):**
Joyce reported the following:

- Avitar Agreement: Joyce reviewed all necessary documents and confirmed with Loren prior to the Board's signing the Revaluation Update Agreement. There was a brief discussion of changing the assessing dates to coincide with the surrounding towns and schools and changing the formula. Joyce explained a letter could be addressed to the Department of Revenue Administration as they are the authority.
Outstanding Property Liability Claims: Joyce explained the status of the 3 outstanding claims. Selectman Dawson spoke about the damaged wall caused by the True Green accident - she is waiting to hear from the property owner on the claim he intends to file.

DOT projects: Deer Street sinkhole, Calef Hill Road/10 Year Plan and the retaining wall on Route 3 & 11. The Silver Lake Road/Route 3 & 11, Church Street Intersection - Road Safety Audit discussions have stalled. Joyce will leave contact information.

Selectman Scanlon asked if the drain on Center Street near the Tuscan Property was cleaned. Joyce will confirm with the public works department. Jon also asked about the use of the old Providian Bank Building parking lot across from the Tilton House of Pizza. Joyce reported the new owner was not interested at this time.

1:32 into the video
Non Public
At 7:21 p.m., Selectman Scanlon made a motion seconded by Selectman Dawson, To Enter Non-public Session, as per RSA 91-A:3 paragraph II (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

On a Roll Call Vote: P. Consentino yes K. Dawson yes P. Fogg yes J. Jesseman yes J. Scanlon yes.

At 7:30 p.m., Selectman Jesseman moved, seconded by Selectman Consentino to seal the non public minutes as they pertain to acquisition until the matter is resolved. All in favor. Motion carried.

Town Administrator Welcome (Jeanie Forrester):
Jeanie spoke with the Board about her first few days in her new position and how glad she was to be here in Tilton. She mentioned she had attended a Primex conference, set up a meeting of the Police Building Study Committee and has reached out to folks regarding the formation of the 150th celebration committee. It was confirmed the Celebration Committee would be considered a "town committee", therefore; meetings would be posted and minutes taken consistent with other committees protocol. Jeanie reported she has begun reaching out to the business community, developing and/or improving relationships. She would like to develop a business roundtable before the end of the year, develop a citizen survey and is planning to attend the next Rotary meeting. Jeanie does plan to meet with the neighboring town selectmen, however; plans to meet with individuals here first. She would also like to take a drive around town to familiarize herself with the area.

1:42 into the video
Selectmen’s Reports:
Selectman Dawson:
- Mural on pump station in Lot G: after a brief discussion, it seems this painting project may have to wait until spring.
- Refinishing doors: Gayle confirmed public works has the information for refinishing the Town Hall front doors and the Riverfront Park Pantry doors; they will schedule the work to be completed. Selectman Consentino will be available as a resource to assist with the refinishing process.
- Parking: Katherine reported there is an issue with the parking on Mechanic Street where the residents are parking where the tenants should park. She noted residents should
park on their own property and allow those with placards to park in the designated areas. Selectman Consentino commented business owners are parking on Main Street, when they should be parking in the municipal lots. Parking needs to be enforced by the PD.

There was discussion of the Chief returning to the Selectmen's meetings. Jeanie suggested after November 1 implementing a rotating schedule with the Chief, and the Director of Public Works having a set schedule to attend the meetings.

Selectman Scanlon mentioned the Taste of the Trails is scheduled next week from 5:00 p.m. to 8:00 p.m., the tree planting ceremony for Dennis Allen is scheduled at 5:00 p.m. and there is also the Selectmen's meeting. After a brief discussion, it was decided to attend the tree planting ceremony then return to town hall for the selectmen's meeting to begin at 6:00 p.m.

Halloween: the process was explained as follows: The Selectmen judge the businesses and award prizes that the Chief provides. The children's costume parade begins at the Tilton House of Pizza area at 4:00 p.m., and proceeds down to School Street. The Selectmen award prizes for the best children's costumes (gift cards from Walmart are obtained by the administrative assistant). Rotary does a Trunk or Treat event. Jeanie will plan to attend the next Rotary meeting and clarify the plans with the Chief.

Selectman Jesseman: further discussion of painting the mural - have a theme tying into the 150th celebration as part of Tilton's history, or have a contest, and/or paint the 4 sides differently, it was decided Jeanie would touch base with Joyce to clarify the confusion of who and what has been submitted for ideas and how/when it will get painted.

Selectman Consentino asked about the schedule and what day to hold the employee Christmas party. Selectman Scanlon asked to table this discussion and add it to next week's agenda.

Selectman Scanlon reported the First Impression event was well attended at the Tilton School. In attendance was Executive Councilor Kenney, Senator Guida and Scott Haskins as well as people from Northfield. There were brainstorming sessions and more committees to be formed moving forward. Stay tuned.

Adjournment:
With nothing further, Selectman Jesseman moved, seconded by Selectman Scanlon to adjourn at 8:04 p.m. All in favor. Motion carried.

Next Meeting:
Thursday, October 11, 2018 at 4:45 p.m. for an abbreviated meeting.