TILTON BOARD OF SELECTMEN
MINUTES
Thursday, January 31, 2019

Present: Selectmen Chair, Jon Scanlon, Vice Chair, Peter Fogg, Selectman Consentino, Selectman Katherine Dawson, and Selectman Jesseman.
Others: Town Administrator, Jeanie Forrester, Finance/IT Director Tim Pearson, Town Planner Dari Sassan, Public Work Director, Kevin Duval, Attorney Prosecutor, Jesse Renauld-Smith, and Administrative Assistant, Gayle Bestick.
Public: Resident, Jason Wright

Call to Order:
Selectman Chair Scanlon called the meeting to order at 4:49 p.m. All members present. The Pledge of Allegiance was performed.

Approval of Minutes:
The Board reviewed the minutes of January 16, 2019 making three minor corrections. Selectman Jesseman moved, seconded by Selectman Dawson to approve the minutes as as corrected. All in favor. Motion carried.

Non Public Session:
At 5:02 p.m. Selectman Scanlon made a motion, seconded by Selectman Dawson 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. AND: 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 5:53 p.m., Selectman Consentino moved, seconded by Selectman Dawson to seal the minutes as they pertain to personnel matters, permanently. All in favor. Motion carried.

Landuse Report (Dari Sassan):
Dari distributed his departmental update for the Board's review which included an updated town planner job description and a copy of his proposal on how the additional hours for the landuse technician would be utilized. He continued his report reading his memo about the zoning amendments which were rejected by the Planning Board. There was discussion of the lighting ordinance and how to enforce it. Dari was asking the Selectmen for permission to obtain legal guidance on how to most fairly and effectively enforce those zoning regulations when it was suggested he obtain an estimate for those legal services. Dari continued his report noting the progress with the Master Plan and the need for agreement on the Highland Ridge Cluster Subdivision Letter of Credit Reduction. Selectman Dawson moved, seconded by Selectman Jesseman to allow a letter of credit reduction in the amount of $257,230.85 for the Highland Ridge Project. No discussion. All in favor. Motion carried.

Selectman Consentino asked for an update on the IworkQ system. Dari will present a full screen report at his next scheduled meeting, then prepare to submit on a quarterly basis.

There was a brief discussion of the possible transfer of Bittern Lane to MB Tractor. Because the discontinuance of a road needs to go before the legislative body/town meeting; (the submission of a warrant article being too late for this year), the Town submitting a driveway permit and other
wetland violation issues, the matter will be discussed further at a later date. Dari completed his report reviewing the recent workshops, meetings and events he had attended. He confirmed there was a process in place to address wetlands violations.

Selectman Fogg asked Dari about the recent ZBA hearing regarding RSA 674:33 were there was a 2 to 2 vote. Dari clarified it was not a failed vote and that the case was simply continued and decided at a subsequent hearing.

**DPW Report (Kevin Duval):**
Kevin reported he will be able to access the State's catch basin near Town Hall to repair the recent pipe leak. He distributed copies of draft RFP's (Cedar Street Project and the Main Street Sidewalk project) and a draft of the updated Winter Maintenance Policy for the Boards review. Selectman Fogg offered his suggestions for the sidewalks requiring square yards to tonnage. Selectman Jesseman gave Kevin and his crew compliments from the downtown business owners. Selectman Dawson noted the need to place the sidewalks in priority order in the Winter Maintenance Policy, referencing the litigation from the "Tinker" case. Selectman Consentino agreed the priority list should be incorporated.

Town Administrator Forrester referenced the two warrant articles pertaining to the highway department where Selectman Dawson questioned if the amounts were adequate. Kevin confirmed they were. He will obtain estimates for the remaining projects.

**Town Administrator Report (Jeanie Forrester):**
Jeanie reported she had spoken with the contact at Jensen's, the Town Planner and the Code Enforcement Officer regarding the moving and installation of the trailer which Jason Wright brought before the Board last week. There was discussion of the manufacturing and HUD standards and that the trailer will comply upon installation.

Avitar Appraisals: Jeanie explained the need for an appraisal for the 2017 MC&G appeal. Selectman Jesseman moved, seconded by Selectman Consentino to authorize the Chair to sign the Avitar document. Motion carried, 4 to 1. Selectman Dawson opposed.

**Non Public Session:**
At 7:16 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.  
On a Roll Call Vote: P. Consentino, yes K. Dawson no P. Fogg no J. Jesseman, yes J. Scanlon, yes

At 7:23 p.m., Selectman Jesseman moved, seconded by Selectman Fogg to seal the minutes as they pertain to personnel issues, permanently. All in favor. Motion carried.

**Town Administrator continued:**
There was discussion of the Academy Street retaining wall repair. A suggestion was made to contact Beck & Bellucci for their advice.

After a brief discussion, it was decided to schedule the Candidates Night for Thursday, February 21st, and hold the bond hearing on the 14th.
Warrant Articles:
Selectman Consentino moved, seconded by Selectman Dawson to recommend Warrant Article #3 (Purchase of Land for Police Station building). No discussion. Motion carried, 4 to 1. Selectman Jesseman opposed.

Selectman Consentino moved, seconded by Selectman Dawson to recommend Warrant Article #4 (Soft costs for Police Station). No discussion. Motion carried, 4 to 1. Selectman Jesseman opposed.

Articles #5 & #6: After a brief discussion of cutting $35k to $10k, and adding the $15k amount to the Roads and Bridges line, Selectman Consentino moved, seconded by Selectman Fogg to recommend Warrant Article #5 (Highway Equipment Capital Reserve Fund) for $15,000. No discussion. All in favor. Motion carried.

Selectman Consentino moved, seconded by Selectman Jesseman to recommend Warrant Article #6 (Town Roads Bridges, and Sidewalks CRF) for $94,000. No discussion. All in favor. Motion carried.

Article #7 - Revaluation Capital Reserve fund: After a brief discussion, Selectman Jesseman moved, seconded by Selectman Fogg to recommend the Warrant Article for $5,000 (down from $10k). Motion carried 4 to 1, Selectman Consentino opposed.

Article #8 - Lake Improvement/Maintenance Capital Reserve Fund: Selectman Consentino moved, seconded by Selectman Jesseman to recommend the Warrant Article for $2,000. Discussion: it was reported there is money in the fund, and unless and until there is a plan in place for Tilton's Silver Lake milfoil eradication...2 to 3. Selectman Jesseman, Fogg and Dawson opposed. Motion failed. Warrant Article will be removed.

Selectman Consentino moved, seconded by Selectman Fogg to recommend Warrant Article #9 (Conveyance of Northfield's one-half ownership of Island Park to Tilton), discussion of maintenance costs, engineering costs, etc. All in favor. Motion carried.

Selectman Consentino moved, seconded by Selectman Jesseman to recommend Warrant Article #10 (now #9) Budget Committee sum for municipal operations as written. All in favor. Motion carried.

There was conversation of the Fire District dissolution and that a Petition Warrant Article from Northfield was circulating. Jeanie will research and report back.

Finance Director Pearson distributed a proposal from Mango for security cameras at the Public Works property. He mentioned if the budget were to change, the amount of the proposal ($13k) could be added to the Public Works Department budget. Tim also reviewed the estimate from the Bond Council which could be added to the legal line or taken out of Police Building Study Committee. He discussed the 2020 budget and costs of the two warrant articles with a 4% interest rate. Selectman Jesseman moved, seconded by Selectman Dawson to unseal the non public minutes applicable to the purchase and acquisition of property, contingent upon receipt of the signed letter of intent. All in favor. Motion carried.

Tim described the bond information with the estimated tax rate increase, explaining the overall rates and changes. He distributed the approved budget with the changes the Budget Committee had made noting the change in the Community Action Program (CAP) line which was reduced to $13k.
Selectmen's Reports:
Selectman Scanlon reported on the Budget Committee meeting explaining how CAP was reduced from the requested $26K.

Selectman Dawson raised the issue of Bittern Lane asking what the DOT requirements would be regarding the driveway permit. She mentioned the need for the Lochmere Water District Rep. Selectman Jesseman replied the search was still ongoing.

Selectman Consentino asked for confirmation the payment for the frozen pipe repair at the Senior Center would come out of the Administration maintenance and repair line. Consensus, yes. There was discussion of relocating the pipes to the interior of the building to prevent the pipes from freezing in the future. Estimates will be obtained.

Adjournment:
With nothing further, Selectman Jesseman moved, seconded by Selectman Fogg to adjourn at 8:25 p.m. All in favor. Motion carried.

Next Meeting:
Thursday, February 7, 2019 at 4:45 p.m.