Present: Selectmen Chair, Jon Scanlon, Vice Chair, Joseph Jesseman, Selectman Pat Consentino, Selectman Katherine Dawson and Selectman Peter Fogg.

Others: Town Administrator, Jeanie Forrester; Town Planner, Dari Sassan, Public Works Director, Kevin Duval, and Administrative Assistant, Gayle Bestick.

Public: Juliet Harvey-Bolia from the Main Street Committee, and Judy Tilton representative from the 150th Celebration Committee.

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

Review and Approve Minutes:
After the Board reviewed the minutes of March 28, 2019, making a minor addition under the DPW Directors report noting the multi-one will be used for sweeping remaining roads, Selectman Jesseman moved, seconded by Selectman Dawson to accept the minutes as corrected. All in favor. Motion carried.

Town Planner Report (Dari Sassan):
Dari reviewed what the Landuse office would need to manage upon his departure. He spoke of working with NH Department of Safety/E-911 to ensure all addressing is in compliance with our town ordinance and compliant with the State's requirements. Tax Maps - when plans come through the registry as part of deed downloading, those plans need to be submitted to Avitar. iworQ system - recommends the Board obtain log ins to review reports. Dari suggested having the Landuse Technician and/or new folks obtain training from the State agencies regarding the E-911 system.

Dari distributed the chart of Landuse Office Responsibilities and reviewed that tool which could be used to shape the department moving forward. He spoke on the break up of departments proposing the code enforcement officer could potentially play the role of zoning administrator. Dari talked about the need to keep the digital parcel files updated. He mentioned the case files management, specifically following up with the conditions of approval etc., would be something he could assist with.

There was discussion of the roles and tasks of the Landuse Technician, Code Enforcement Officer, and Building Inspector and the various changes and possibilities.

Dari was asked if there were any upcoming big projects - he mentioned there may be something coming into the area across from Lowe's on Rte 3, near 80 East Main Street; the expansion of sewer on the west side of town, and possibly an Urgent Care Center in the Hobby Lobby parking lot area which through that case, could be a potential opportunity to improve traffic flow.

There was a question of an upcoming planning board training being a non meeting. Dari explained it was the recommendation of the attorney and by approval of the planning board chair to have the non meeting. There was further discussion of including other boards to be included in the training. Jeanie will clarify with Attorney Ratigan the context of the training and
who should be included. Selectman Jesseman thanked Dari for all he has done for the Town and looks forward to him continuing to attend the Zoning and Planning Board meetings.

**DPW Director Update (Kevin Duval):**
Kevin reported R & D Paving would begin the Cedar Street Project at the end of April, beginning of May - they'll give a two week notice. A letter will be going out to the residents and the variable message board will be used to inform the residents affected by the construction. Kevin is researching cost effective reflective paint for the line painting; his crew is readying for amnesty week and he is researching the right source to dispose of propane tanks. He mentioned his budget is in really good shape and the heating bill at the shop has been lower due to their conserving awareness. Kevin reported they will be hosting UNH T-Squared classes for flagger certification on June 27th and chainsaw safety in September. He's continuing with obtaining his herbicide/pesticide license and ASCE certifications.

Kevin reported Eversource/Asplundh is doing a large tree cutting project throughout town including along the river by the Island, in the Civil War Monument Park and Riverfront Park. The two trees removed from each of the parks will be replaced with lower growing ones.

There was discussion of implementing a license plate number on the dump stickers and having a coupon system for the transfer station keeping it open year round, and doing away with the twice a year clean-up weeks. Kevin will speak with the Town Clerk/Tax Collector about the dump stickers.

Kevin reported he was waiting to hear back from a company in Connecticut who does imaging of looking for voids on Academy Street. He will report back with the estimate.

Selectman Dawson announced the Park Commissioners turned over to the Public Works Department the maintenance of the Parks and the 132 Ballfield. The Finance Director is working on transferring figures from the Parks budget to the Public Works budget.

There was a brief discussion of the plowing at the Senior Center parking lot now that the concrete curbing has been relocated. Pat explained the snow could be pushed straight back as there is no longer an easement in place.

**Main Street Committee Update (Juliet Harvey-Bolia)**
Juliet distributed a map of proposed lamppost locations for downtown. There was discussion of Eversource rebates and/or possibly obtaining a grant through Northern Borders for the lampposts. Juliet plans to meet with JP Carter Electric to establish the location and cost of the conduits for the lamps. Juliet mentioned she may be implementing an informal newsletter to better communicate with the downtown businesses. She also mentioned if the business owners could not park in front of their stores. Selectman Jesseman reported the river group of the committee would be sponsoring a riverbank cleanup from the Salmon Run dam to Riverfront Park at the end of April, beginning of May, coordinating with the Middle School and the Tilton School.

**Judy Tilton (150th Celebration Committee):**
Judy came before the Board to ask them to reconsider their decision that the street fair vendors carry insurance. Jeanie explained the "tulip" insurance provided through Primex. Judy reported the cost of the insurance is cost prohibitive for the general crafter. There was discussion of the application; resident/non resident fees, and booth fees. **Selectman Consentino moved,**
seconded by Selectman Fogg to not require the Hawkers & Peddlers form for the 150th Celebration Street Fair, and allow Judy to come up with an application for booth space vendors. Discussion: make sure there is language which holds the town harmless, obtain positive identification, placards will have cell numbers. All in favor. Motion carried.

Selectman Dawson moved, seconded by Selectman Fogg, to waive the insurance requirement from crafters selling non consumable, high risk products, (Products to be determined at the discretion of the committee). Discussion: be more specific about consumables. Judy explained there is a right to refuse applications. All in favor. Motion carried. It was confirmed the checks would be made payable to the Town of Tilton.

Selectmen's Reports:
Selectman Dawson: 
Katherine asked about the Town Planner's part time hours and description of what his duties will be. Jeanie reported she had spoken with Dari who estimated 5 hours per week which would include attending and staffing the Zoning Board and Planning Board meetings. She read his email with all the details which is more than just attending meetings.

Katherine asked about the agreement with John Bernard for Pest House Road. There was discussion of town walls/boundaries. Jeanie will contact Mr. Bernard to discuss.

Selectman Jesseman:
Joe announced the Senior Center will be co-hosting with other area senior centers, a breakfast at the Elks Lodge in Franklin on April 14th at 8:00 a.m.

Selectman Fogg:
Peter announced Amnesty Week is scheduled Wednesday, April 24th through Friday, 9:00am to 3:30pm; and on Saturday, April 27th from 8:30 am to 4:30p.m.

Selectman Consentino:
Pat announced the Executive Committee would be meeting on April 23rd. She talked about a parking request from Awakening Chiropractic on Thursday evening's. Pat will reach out to the new owner and discuss the matter.

Town Wide Yard Sale will be Saturday, April 20th; Egg Hunt at Riverfront Park, Saturday April 27th, 8:00 a.m.

Town Administrator:
Jeanie reported although the Board had decided against it, the Vermont Law School would like to meet with the Board to discuss their solar project. After a brief discussion it was decided to add them to the schedule in two weeks. Jeanie updated the Board on the Sanborn Road property noting deadlines will be met.

Updated Town Planner Job Description: After some discussion of the different versions, Selectman Dawson for the record, noted she does not approve the Town Planner job description. She will plan to sit down with Jeanie to review the various duties required are included.
Non Public Session:
At 7:08 p.m. Selectman Scanlon made a Motion, seconded by Selectman Consentino 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 yes P. Fogg yes J. Jesseman, yes J. Scanlon, yes

At 7:55 p.m., Selectman Jesseman moved, seconded by Selectman Fogg to seal the minutes as they pertain to personnel, permanently. All in favor. Motion carried.

Adjournment:
With nothing further, Selectman Jesseman moved, seconded by Selectman Fogg to adjourn at 7:55 p.m. All in favor. Motion carried.

Next Meeting:
Thursday, April 18, 2019, 4:45 p.m.