Tilton Board of Selectmen
Minutes
Thursday, May 23, 2019

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

Others: Gary Goudreau, Architect, Eric Pyra, Vice Chair of Police Building Study Committee, Tim Pearson, Finance/IT Director, Town Administrator, Jeanie Forrester, Public Works Director Kevin Duval, and Administrative Assistant, Gayle Bestick.

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

Review/Approval of Minutes:
After the Board reviewed the minutes of May 9, 2019 clarifying the paragraph under Jim Cropsey/Riverfront Place Parking, Selectman Jesseman moved, seconded by Selectman Dawson to approve the minutes as corrected, as amended. All in favor. Motion carried.

DPW Director's Report (Kevin Duval):
Selectman Scanlon complimented Kevin and his crew as he had received calls reporting they were doing a great job. Selectman Dawson noted the Parks Commissioners had also commented how nice the Riverfront Park looked.

Kevin reported on the following:
- all the cemeteries were mowed and ready for the upcoming Memorial Day Holiday. The striping has been done at the Winnisquam Market; however, because of the weather, the remainder of striping and sweeping throughout town is delayed.
  - Cedar Street potholes and dust will be addressed tomorrow; water line work will begin after school lets out, and the drainage work for Linden and Highland will begin soon.

Selectman Jesseman mentioned the culvert on River Road had been replaced by the State; however, there seems to be some ditching needed. Kevin reported the State was up on Lancaster Hill Road assessing the catch basin issues.

Kevin reported the full time employee was working out well, a great asset. He mentioned they would be hosting a UNH T² refresher class at the highway garage in June, then in September, hosting another class. It was suggested to invite employees from the Water and Sewer departments.

Kevin reported he plans to reorganize the transfer station, solid waste, and recycling options - he is looking at numbers. Selectman Jesseman commented it doesn't make economic sense to continue what with the disposal and tonnage costs being capped - he looks forward to Kevin's proposal.

Selectmen's Reports:
Selectman Consentino: Pat reported a yard sale is scheduled at the Senior Center on August 10th, table is $20.00 - call Emily for more info at 527-8291.
- Police Building Study Committee is planning tours to other police stations which have been designed by Cowan Goudreau Architects, PLLC. The survey crew will be out at the site for topographic survey early next week for few days.

There was a brief discussion of having Pat contact the residents (as she has done in past years) who have delinquent taxes, to avoid the town taking their properties.

Pat announced the Memorial Day parade is scheduled for Monday beginning at 9:00 a.m. - taps will be played in front of Pauli's Restaurant in remembrance of all the names inscribed on the front window.

Selectman Fogg: Peter reported a resident concern with trying to get through to Avitar to schedule an appointment; also a social media resident concern with Pinard placing stickers on trash bins - the Administrative Assistant confirmed both issues had been resolved.

Selectman Jesseman: Joe mentioned he will be attending a planning conference in June.

Selectman Dawson: Katherine reported a resident's concern of the speed limit on Lancaster Hill Road after a fatal, dog hit and run. She contacted Bill Lambert from NHDOT to receive information on the process of possibly reducing the limit.

Public Input:
Tom Damon voiced his concern of the new proposed State Liquor Store and asked if it will be on the tax roll. Jeanie confirmed the State will be leasing from Market Basket who would be coming before the Planning Board and yes, it will be on the tax roll.

**Town Administrator Report (Jeanie Forrester):**

*Action items:*
- sonogram quote from GPRS, Inc. ($1k) for Academy Street to check voids under the road. After a brief discussion, it was the consensus of the Board to move forward with the sonogram.
- PD's Collective Bargaining Agreement expiration in June 2020: After a brief discussion, it was the consensus of the Board to have Jeanie issue an RFP for legal services for the next contract.
- Town Hall space needs survey: Jeanie reported there was a strong desire for an employee lunch room. After discussion of the proposal to move filing cabinets and equipment and create an employee lunch room, **Selectman Consentino moved, seconded by Selectman Dawson to approve the move. No discussion, all in favor. Motion carried.**

**Police Station Architect, Gary Goudreau:**
Gary Goudreau, Owner/Principal Partner of Cowan Goudreau Architects, PLLC, came before the Board to discuss the comparisons of Construction Management vs. General Contractor Bid contract methods. He explained how the Construction Manger works for the Town, they do all the bids etc., where the General Contractor looks for low bids and is not looking out for the best interest of the owner. Mr. Goudreau then explained a Clerk of the Works is typically someone with construction supervision experience hired by the Town to oversee the work during construction for quality and completeness. He further compared the CM vs GC noting if the General Contractor were used, a Quality Based Selection (QBS) process should be considered to make sure the bidders are qualified. Mr. Goudreau further explained that whichever contract method is chosen, the cost of the project would be identified to be included on the warrant for
town meeting. Eric Pyra, Vice Chair of the Police Standard Building Committee was in the audience and confirmed to Selectman Jesseman the committee had worked with Mr. Goudreau and discussed hiring a Construction Manager. Mr. Goudreau clarified the preconstruction services is a stand alone number (around $10-15k) they would do a constructability analysis while designing, and do the cost estimating. During the RFP phase it can be asked to defer the fee to the successful bidder.

There was discussion of no monies being set aside for this option. Mr. Goudreau explained the drawings specifications are being complete so the drawings can go out to bid - to get a series of general contractors to put a bid together and say build the building for "x" ...this is simply a talking point which came up when there was discussion of a construction management; it doesn't change what Mr. Goudreau is doing and there is no hurry - however; it would be to the Town's benefit, the sooner a construction manager can be brought on, the more they can offer the project. Mr. Goudreau confirmed the town is not being short changed, his process is not affected.

Project discussion: Mr. Goudreau reported he had checked the set backs - the Board reviewed the drawings/parking/football field and skating rink. After a brief discussion, Selectman Consentino moved, seconded by Selectman Dawson to change the side southerly boundary set back to 20 feet. No discussion. All in favor. Motion carried.

It was suggested Mr. Goudreau and/or the Police Station Building Committee give monthly updates to the Board.

**Town Administrator Report continued:**

At 6:35 p.m. Selectman Consentino made a Motion, seconded by Selectman Jesseman to enter non-public session, as per RSA 91-A:3 paragraph II: 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 7:09 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.

Jeanie reported the UNH Graduate Student Intern will begin in June to work on the SOP(Standard Operating Procedure Manual), he'll be here for about 5 months. She mentioned Senator Giuda is working hard on getting the money back in the budget for Calef Hill. The LEAD dinner price on June 1st has been reduced to $75.00 per person. Jeanie, Pat and Joe will plan to attend.

Jeanie mentioned she had been following legislation - HB616 COLA for Retirees - which would impact municipalities. She worked with a group who filed an amendment to the bill asking it to be front loaded, fund it with surplus - the amendment failed; however, she will be drafting a letter on behalf of the selectmen to push on.

Jeanie reported she is also watching a bill relative to the PAFBP(Pease Air Force Base Pollution) and PFAS chemicals where she is working with a group on an amendment for DES to do a cost benefit analysis...another letter of support from the Board of Selectmen will be drafted for their signature.
**Water Discharge Ordinance:**
Selectman Dawson is suggesting adding the sump pump language into the Winter Maintenance Policy that is on the website from 2010. After a discussion of washing of cars, it was agreed to remove the "or any other water" from the paragraph. **Selectman Jesseman moved, seconded by Selectman Dawson to insert the language to existing ordinance, removing or any other water;** No discussion. All in favor. Motion carried. There was a brief discussion of an issue with water and sewer lines on Cedar Street; it was confirmed that one cannot dump sump pump water into the sewer.

Selectman Dawson questioned the traffic ordinance relative to Lot E and the area at the end of Mechanic Street. There was brief discussion of the town not recognizing the rear area as official parking - it is generally used as a snow dump.

**Proposed White Rock and Gaslight Solar projects:**
Selectman Scanlon reported the Vermont Law Clinic had been approved for their grant; however, the Town has not decided on the PILOT. After a lengthy discussion of whether to approve the PILOT, and with still many unanswered questions, **Selectman Scanlon moved, seconded by Selectman Jesseman to not approve the PILOT for White Rock and Gaslight Village Solar Projects.** Discussion. Motion carried 3 to 2, Selectman Consentino and Dawson opposed.

Selectman Consentino voiced her disappointment that two of the people who buried the time capsule 50 years ago where not present today while it was dug up. It was suggested that they be invited to be present and assist with the opening of the capsule on June 30th.

**Adjournment:**
With nothing further, **Selectman Jesseman moved, seconded by Selectman Fogg to adjourn at 8:00 p.m.** All in favor. Motion carried.

**Next Meeting:**
Thursday, May 30, 2019, 4:45 p.m.