

BOARD OF SELECTMEN

NOVEMBER 30, 2015

MEMORIAL BUILDING

7:00 P.M.

The following are to be considered draft minutes only until approved by the Board at their next meeting.

Selectmen present: Don Hill, Chairman; Leigh Callaway and George McCusker.

The meeting was called to order at 7:00 p.m. to meet with department heads regarding 2016 preliminary budget requests. Don reported the Selectmen would also be discussing tax deeding as per the minutes of October 26, 2015.

Library: Trustees present: President, Barbara Cooper; Art Bobruff, Joyce Guinther and Alternate Happy Callaway. Barbara reported they are recruiting for a new librarian for 20 hours per week and will leave the wages the same for now. (The Selectmen offered congratulations to Steve on his retirement.) Books and supplies will remain the same. An additional \$300 is being requested for substitute librarian wages, \$200 for consulting to allow for an overlap for Steve to orient and train a new librarian, \$2,500 for new computerized card cataloging, \$300 for additional librarian training, \$5,000 to implement on-line cataloging, which is a one-time start-up costs. All the books will need to be bar coded and labeled in the new catalog system. The trustees are hopeful they can find volunteers for that. Art noted they might make a grant proposal to cover that. The Selectmen advised the trustees to be sure they are capturing the hours that Steve puts in when proposing a job description for a new librarian. Leigh will forward the NH Municipal Associations Wage Survey to the Trustees. George stated he would like to see Trustees appropriate money to update at least two of the existing computers. Barbara reported they may speak to the Friends of the Library for help with an updated computer for the on-line cataloging which will require some internet changes etc. Leigh noted they may possibly be able to fold the support of those costs into the Town's contract with CCSI.

Fire Department: Present: Pete Lacaillade, Chief; Kevin Roberts, Assistant Chief. The Department is looking at an \$1890.00 increase in the operating budget, primarily due to a department recommendation to increase wages for the Chief (\$500) and Secretary (\$200) with an additional \$500 in response and training stipend for the members. An additional \$500 increase is for new communications to replace 1-2 portable radios per year, and phase out obsolete pagers. Kevin reported the Chief was hesitant about his salary increase, but the department felt the responsibilities are increasing with ongoing meetings and project supervision and time that he has to put in. Pet reported that the CIP program has outlined the need for replacing Self-Contained Breathing Apparatus (SCBA) equipment for a couple of years now, and is on the list for 2016. They have been talking to vendors and getting quotes, which run right around \$100,000 or less. They missed the opportunity to buy with other area towns they work closely with as they replaced theirs all within the last 5 years. They need 10 units total and will purchase them all at the same time to keep the apparatus, the life expectancy and technology all the same as technology changes quickly. They are still looking at what they may do with the

used ones. Don asked about the possibility of leasing. Pete reported that Grantham is leasing theirs. Pete will look into that.

The bid for the hydrant is to come in at the department meeting tomorrow night. If the bid is accepted the contractor is the same one that did the beach hydrant and he feels he can still get it done this year. All are in agreement it should be done this year, if possible.

Police: Tim Julian, Chief proposed his 2016 budget which is essentially unchanged from last year. He included a figure for 3% wage increases as he was not aware what the Selectmen's plan was. For Capital Expenditures, Tim is requesting replacement of the Taurus with an SUV type vehicle like Sergeant Beaulieu's. This has been supported in the CIP and was put off last year. The cost to replace and equip is \$34,000. Tim noted there are 87,000 miles on the cruiser and roughly 3x more than that idling. Tim noted gas prices at Grantham Circle K is cheaper, and closer than the State pump prices, so they have seen a savings in vehicle fuel. Their vests need to be replaced every 5 years, and he has always been able to get them donated.

Leigh noted in terms of debt service, the loan for the rescue truck will be paid off in the middle of 2016, and the loan for the highway truck will be paid off in 2017.

Highway: Pete Abair was not present.

There was a brief discussion about wages. Leigh noted last year the Selectmen proposed increases that would bring department's in-line with the NH median. Social Security is not proposing raises this year, and the CPI is pretty much flat. George stated he would like to see 3% wage increases across the Board. He feels it is important and if it were done in prior years, the town would not have to be "catching up" like they did last year.

Motion by Leigh; second by Don, to enter into non-public session and unanimously approved.

At 8:20 p.m. the Board entered back into public session and unanimously voted to seal the non-public minutes.

The Board reviewed the need for permit enforcement. All are in agreement that there needs to be some increased money appropriated for that purpose. Permits are getting more complicated and there have been recent issues with non-compliance. The Board agreed to recommend \$15,000 and a new line item. George wanted it made clear that this is to move forward with current applications and claims, and is not to be considered "looking for a witch hunt."

The Board accepted, with regret, a resignation from Jon Poston for his position on the Budget Committee.

Selectmen considered options for tax deeding 6 properties for failure to remit 2012 taxes. The Board received communication from Ledyard Bank that they are working with one property owner with a tentative closing date of 12/10. The remaining properties were reviewed to

determine if it was in the Town's best interest to deed them. All of the properties present some odd situations and extenuating circumstances. Motion by Don, in the best interest of the Town, the Selectmen will not exercise their right to tax deed these properties at this time, but will leave them in the tax lien status. The motion was seconded by George and unanimously approved. Deed waivers will be completed and made available for signatures.

Building Permit: Update on Woodland Heights. The Board discussed the non-compliance issues. The owners began building without a building permit. It appears they miscomprehended the intent of the building permit "after-the-fact" fee. A septic design was not submitted until after the building was in place. The reference points on the septic design are measured from the non-permitted structure. The State of NH requires septic designs for a structure being served by a well. The designer was asked to amend the plans. Revised plans have not yet been received. There are issues with setbacks and driveway crossings on wetlands depicted on the plans submitted. In addition the driveway length requires different design standards as per the Zoning Ordinance. The Board will send another letter to the owners. If the areas of concern can be corrected then they may re-apply for a permit. If not they can appeal the Selectboard's decision or seek relief from the Board of Adjustment.

Sanborn Hill Road: Don reported he forwarded a copy of the Planning Board's decision to Kevin Lee. The Board thought the intent of the Planning Board was to allow Mr. Lindquist to truck materials from the Sanborn Hill Site only to property owned by him. The property could not become a retail site. Mr. Lindquist notified the town he had made arrangements with Art Conkey to remove the material. Trucking has begun. Mr. Lindquist has placed a bond on file. The Planning Board's decision does not make it clear whether there is a violation of the site plan or not. It is in the town's interest to have the material removed and the site stabilized with the lowest possible impact to the town and neighbors.

Old Grafton Road: Leigh reported he left a message for Mr. Hummel that the Selectmen have reviewed the concern about log trucks on the road. Pete Abair and Tim Julian are aware. Pete will speak to CCM about traffic mitigation issues.

At 9:30 p.m. due to the time and with the highway and other budgets remaining, the Selectmen voted to continue this meeting to Wednesday, December 2, 2015 at 10:00 a.m.

**Continuation of November 30, 2015 Selectmen's meeting.
DECEMBER 2, 2015**

10:00 A.M.

Selectmen present: Don Hill, Chairman, Leigh Callaway, and George McCusker.

The continued meeting was called to order at 10:00 a.m.

George questioned the status of a building permit for a shed on Old Boston Road. Leigh reported that Tom has been in contact by phone with the owner. Motion by Leigh to send a letter to the owner, seconded by George and unanimously approved.

The bid for the Fire Department was received. Motion by Don to approve, and sign a purchase order for the fire hydrant replacement at \$4,450.00. The motion was seconded by Leigh and unanimously approved.

Leigh reported Jim Dewkett installed a breaker with a timer and an outlet for outside lights at the town hall.

Highway Budget discussion with Pete Abair, Road Agent. Uniforms: George does not agree with the cost and would rather see a uniform allowance. Pete stated some employees wash their own, but others do not. It is a lot of wear and tear on a personal washer. Don noted it was more than just a laundry service, the uniforms are repaired or replaces as needed as well.

Pete states he would like to do more paving this year, and has a quote from Blaktop for \$232,920. He is waiting for a quote form Pike. He proposes paving Stoney Brook Road from the area near Coniston Road, 4,250' north to the Grantham Town Line; Stoney Brook Road from Deer Hill 4,065' to Sunapee Town Line; Bowman Road 3,600' on south end and 770' on the north end; and Hogg Hill 3,712' up over the hill to pole # 5. In 2017 he would like to finish George Hill Road. Nichols Hill, Philbrick Hill, Twin Lake Villa, and Shad Hill also need to be considered. He is concentrating on highly traveled roads. Board discussed there were many years where paving was minimal to keep the budget lowered during the depressed economy, and now there are plans to try to catch up. There are 25 miles of paved roads, and there needs to be an average of 3 to 4 miles done a year to keep up. Pete estimates pavement holds up for about 7 to 10 years. Pete will be prepping the roads, removing rocks and replacing culverts prior to paving.

George questioned gravel replacement on Oak Hill and Oak Hill West Roads. It has been a while since those roads were done. Peter has some money in the budget for gravel and discussed the possibility of amending some of the travel surface. George requested that sand and gravel each have a separate line in the highway budget.

The Selectmen spoke with George Hildum, Contract Assessor about the ongoing litigation and appeals by Fairpoint, NHEC and Eversource. The costs to the town are spread-out and shared

between other towns who have contracted with the same legal representation. George updated the Selectmen where in the appeals process each utility is, and reviewed “worst case scenario” issues. The Selectmen are ear-marking money in the Unreserved Fund Balance just in case findings are not favorable to the Towns. In the case of NHEC and Eversource the NH Board of Land and Tax Appeals ruled in favor of the Towns, but the cases are being appealed to the courts.

Motion by Don to seek recommendations from town counsel regarding the updated leave policy, and as long as there are no violations to amend the policy to the Personnel Manual. The motion was seconded by Leigh and unanimously approved.

The Board signed the letter to the owners at Woodland Heights.

Leigh briefly discussed his spreadsheets on the status of the Unreserved Fund Balance and the proposed projects list. The Board will need to review these in more depth. The remaining proposed budget worksheet was looked at as well. Leigh noted that these are just numbers, not decisions.

Meeting adjourned at 11:30 a.m.

Submitted by,

Janet Roberts,
Administrative Assistant