

BOARD OF SELECTMEN

MARCH 25, 2013

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

Others present: Bryan O'Day, Bill Huntoon, Tim Julian, Mike Lawlor, Peter Abair and Justin Hastings.

Meeting called to order at 7:00 p.m.

Daphne Klein reported Conservation Commission would like to do annual Green-Up day on May 4th from 9 a.m. to 11 a.m. People may sign-in at the highway garage. The CC will provide gloves and bags. Daphne will get publicity information to Pixie. Daphne reported that participation has remained consistent. Many people pick up trash on their own. The highway department will pick up the bags after. Motion by Leigh Callaway to approve as requested, seconded by Don Hill and unanimously approved.

Hazard Mitigation Plan Update: Motion by Don to approve as reviewed and presented, seconded by Leigh and unanimously passed.

Minutes: March 11, 2013. Motion by Leigh to approve as written, seconded by Don and unanimously approved.

March 18, 2013: Department Liaison List was not attached to the minutes and needs to be. Motion made by Leigh to approve as amended with the attachment, seconded by George and unanimously approved.

Ongoing projects list of March 17, 2013 reviewed. Selectmen will prioritize the list and estimate costs. Review of the status of priorities and projects will take place at the first meeting of each month.

George McCusker reported Durgin and Crowell is willing to donate materials to patch up the sand shed and make it safe.

Janet reported a user of the ramp at the library has encountered difficulty as there is no rail that extends from the bottom of the wooden ramp to the area where the cement meets the parking lot. Selectmen will put this on the list and make it a top priority. Pete and Bill Huntoon discussed possible solutions. Pete felt it was something the highway department could do. If not, the Selectmen will find someone "post haste".

Leigh reported he has put together a scope of work for the steeple and windowsill project. They will be two separate projects so someone could bid on one or both. He would like Don and

George are to review the scope and have it ready for the Board's next meeting on April 8th so it can go out for bids. George McCusker suggested there should be a Clerk of the Works hired. Don and Leigh agreed. Funds for a Clerk could come from the consultant line.

Buildings and Grounds Maintenance List: The Selectmen agreed to continue tonight's meeting to Wednesday, March 27th at 10:00 a.m. to review and make a first attempt at prioritizing the projects list.

Pete Abair reported the two furnaces at the highway garage had stopped working and he called Mason to repair them. Mason reported the fire boxes are cracked and need replacing. Mason is to get back to him with a cost to replace. Discussion: The Town has a service contract with Irving and will also check to see if this is something that is covered under contract. Irving is scheduled to clean the furnaces in May. The furnaces were replaced in 2009. Peter stated water running down the stacks may be some of the problem, though it has been better since the stacks were capped a while ago. Mason also discussed with Pete the possibility of building a chimney. A chimney had been discussed back when the furnaces were replaced.

Ordinance review: Board members identified ordinances they felt should have further review for possible updates and modifications.

84-01 Building Ordinance was adopted by the voters in 1984. Leigh noted this may need to be modified to "pass muster" in today's day and age.

95-01 Security System False Alarms: Needs to be re-validated and signed.

97-01 Heavy Hauling on Class V Highways: Needs to be amended to read "subject to a fine up to \$1,000 per ~~Ordinance~~ Occurrence".

Winter Parking Ordinance was discussed and agreed that it was established as a means to regulate parking on town roads during the winter months, causing a hindering snow removal.

George McCusker discussed the closing of Class VI roads to wheeled vehicles during certain months of the year. His concern is there are no provisions that give landowner's access to their property during those times.

Leigh noted the building ordinance (84-01) seems to be the ordinance that addresses the issue of trailers. The Selectmen need to review whether to enforce or not.

The Board agreed they may require legal assistance in the update process.

Don reported that in 2006 and again in 2008 the Selectmen drafted a letter they took to the Planning Board outlining a process to document home businesses and home occupations. A process for doing this was discussed with Vickie Davis (from Upper Valley Planning Commission) but the project stalled. Don proposed setting a deadline of July 1 for the

Selectmen to review the previous letter and work to come up with a letter that might be mailed to every resident outlining what zoning requires. George and Leigh will review the document and make suggestions. The Board agreed this is a process that will involve letting people know what the requirements are and perhaps getting a voluntary survey. They are not going to be looking backwards, this project would be a means of determining what exists now, and what the requirements are if someone is wishing to expand a business or home occupation. Selectmen noted they will have legal counsel review the document before it is mailed.

Police Department: Tim Julian reported that Newport Police Department is beta testing a couple of tablet computers. He would like to purchase a tablet through their program to update cruiser computers. The laptop he currently shares with Pixie for data entry could remain in the office. An enhancement with the new system is as a mobile data terminal in the cruisers so less urgent type calls can be sent through the system, saving on dispatching costs.

Tim reported he had applied for a grant for IMC, a computer writing program that backfills reports requiring much less data entry, but the grant was denied.

A \$500 donation to the Police Department was received from Jere St. Angelo. Tim would like to use the money for the new cruiser. Motion by Don to accept the \$500.00 donation to use at the disposal of the Police Department as they see fit, seconded by George McCusker, and unanimously approved.

Tim reported that he recently received grant money for radio programming that was done from last year's budget. He has another radio to be programmed and wondered if the money from last year could be applied to the new bill. He will be putting in for reimbursement for programming the second radio but does not have any idea when the funds may be received. The auditors will be here on April 10th and 11th and they may be able to tell Tim how best to proceed.

Tim stated the last topic he had notified the Selectmen of should be dealt with in executive session. The Selectmen agreed and will address this at their session on March 27th.

Deputy Health Officer: George McCusker stated that he is trying to get more people involved with the Town. Ryan Peterson is interested in serving as the Deputy Health Officer. Motion made by George to appoint Ryan Peterson as Deputy Health Officer, second by Don Hill and unanimously approved.

Tim reported that a property management company for the bank has been at the property on Hogg Hill Road.

Leigh reported that the Cemetery Trustees will hold a meeting on Wednesday, April 10, at 5:00 p.m. to begin discussing project plans.

George noted that his seat on the Budget Committee is vacant until the next election cycle. George voted to nominate Bryan O'Day to fill the position until the next election, seconded by Leigh and unanimously approved.

Ford Motor Company application signed for the police cruiser.

Leigh reported the Conservation Commission will meet with the Planning Board on April 4th at 7:00 p.m.

Don reported the Planning Board scheduled a work session to be held April 4th to begin the process for which the grant was approved to look at wetlands mapping and come up with a plan to come back before the voters with next year.

Correspondence:

Notice of Federal Disaster Declaration for the snowstorm of February 8th through 10th. Communities that incurred eligible costs may be eligible for reimbursement. Request for Public Assistance meetings are being held throughout the State. Following discussion with Peter Abair, Road Agent, and the Selectmen agreed the storm was not significant and they would be hard pressed to document unprecedented costs associated with that storm.

The Fairpoint Appeal hearing has been rescheduled.

Signatures:

Request from Community Alliance – Family Services Division for disbursement of their contribution approved at town meeting.

Purchase orders approved and signed for annual budgeted contributions.

Intent to Cut approved for S & M Forestry

MS-2 – Appropriations Voted approved and signed

Building Permit renewal approved for M. Hansen.

Miscellaneous Business:

Leigh will sign checks for one more week. George will sign checks in April.

The person who has the responsibility of signing checks for the month will also be the on-call person if a department liaison is not available.

Tom Duling reported that the owner of the “snack bar” on 114 has filed a building permit application. Mike Howard is planning to put a foundation under the camp. Mike is in the process of looking into what, if any, requirements there are for wetlands permitting. Tom is holding the building permit for now.

Leigh shared the scope of work he has drafted for the steeple and windowsill project.

Don and George will review and come back with comments at the next meeting. Leigh would like to get this ready to be advertised.

Bill Huntoon requested the Selectmen enter into non-public session. (91-A:3 II (c)).

The Selectmen announced they would be continuing tonight's meeting at 10 am on Wednesday, March 27 for review of the buildings and grounds list.

At 8:50 p.m. the public meeting was adjourned and the board unanimously agreed to enter into non-public session.

At 9:05 p.m. the Board voted unanimously to seal the minutes of the non-public session.

Submitted by,

Janet Roberts