

Selectmen's Meeting Minutes

Tuesday, January 13, 2008

Present: Selectmen Ives, Bowles, and Maxfield.

Also present: Road Agent David Rice, Police Chief, Code Enforcement/Compliance Officer Bob Fiske, Recreation Committee Chairman Alicia Grimaldi, and Communications Council Chairman MaryAnn Steele.

Chairman Ives called the meeting to order at 6:30 PM.

- I. Selectman Bowles moved to accept the Selectmen's Meeting Minutes of Tuesday, January 6, 2009 as presented. Seconded by Selectman Maxfield. All in favor. Motion carried.

- II. The Board met with Road Agent David Rice.
 - a. Mr. Rice introduced Andy Stockwell, the candidate for the opening in the Highway Department. Mr. Stockwell gave a brief overview of his experience and stated he had been snow plowing for nineteen years. Selectman Maxfield moved to hire Andrew Stockwell of Gilmanston, as a Highway Department employee, at the starting rate of \$13.92 per hour. Seconded by Selectman Bowles. Selectman Bowles stated the probationary period will be six months and the rate of pay will be looked at for possible increase at that time. It was stated that Mr. Stockwell's start date will be Tuesday, January 20, 2009. All in favor. Motion carried.
 - b. Mr. Rice advised the Board that one of the Highway Department trucks had to be sent out to be repaired. He said the Highway Crew had done all the things that were suggested to fix the problem but none of them worked. Chairman Ives asked how the remaining equipment was holding up. Mr. Rice said that other than a wing arm bending, they were just dealing with the general maintenance items. Selectman Bowles said it was good to see bankings and bridges pushed back.

- III. The Board met with Police Chief, Code Enforcement/Compliance Officer Bob Fiske.
 - a. Mr. Fiske stated that he thought the Selectmen had agreed that they would give the Department Heads a chance to discuss the proposed COLA's for Town Employees prior to the first budget hearing. Chairman Ives stated that the Selectmen are going to discuss this issue on Thursday at 4:00 PM as noticed.
 - b. Mr. Fiske asked if the Board had any feedback regarding the memo he forwarded about the Impact Fees. Selectman Bowles stated that the Impact Fee issue will be discussed at a meeting to be scheduled at a later date. Mr. Fiske asked if there would be a list available of the

dates the Impact Fees were collected. Selectman Bowles said he was advised that Mrs. Lee and Ms. White have completed their research and that the Town Auditor has been contacted for his recommendations. Mr. Fiske asked who determines where the funds are expended. Selectman Bowles said that it is based on the original Impact Fee Ordinance, which is specific to road improvements, not road maintenance. He said that the town was divided into three sections. Discussion ensued regarding the difference between road maintenance and improvements.

- c. Mr. Fiske asked if the Board had received notice of the “KLD” meeting scheduled for January 22, 2009 to discuss the \$54,000.00 evacuation grant. The Selectmen said they had.
- d. Mr. Fiske provided a copy of the list of CERT Team members to be forwarded to PRIMEX. He stated that one of the conditions of the CERT Team is that they have to be called out to duty by an authorized public entity during an emergency situation. Mr. Fiske asked who would be making the final decision on if the CERT Team members would be allowed to go out of town relative to the town’s insurance. The Selectmen agreed that if there is a call for the CERT Team to be activated and assist another city or town, the decision to authorize the CERT Team to assist would be handled on a case-by-case basis and would be the decision of the Emergency Management Director/Co-Directors. Chairman Ives stated it would be up to both Fire Chief Jeff Burr, Sr. and Police Chief Bob Fiske as Co-Directors. The Board advised Chief Fiske that he and Chief Burr need to sit down and explain to the CERT Team members that the only way they can be covered under the town’s insurance is if they are authorized to assist in an emergency event authorized by the Emergency Management Directors. Chairman Ives stated this also includes the CERT Trailer and any equipment.
- e. Mr. Fiske advised the Board that he has gone to check on a property as requested by the Selectmen’s Office relative to outstanding taxes and the condition of the property. He said that it is apparent that the current owners are not going to be living in the residence and also apparent that the mobile home park owners are not going to purchase the unit unless all the taxes are abated. Mr. Fiske said he would continue to work on this issue.
- f. Mr. Fiske asked about the proposed Zoning Ordinance relative to Windmills. He expressed his concerns for the way the ordinance is worded relative to the Building Inspector and Code Enforcement Officer. Mr. Fiske reviewed sections of minutes pertaining to this proposed ordinance. Mr. Fiske said that if this ordinance goes through, he would be coming to the Board for an increase in either the Code Enforcement or Building Department budget due to the increased workload for his office. Selectman Bowles discussed the RSA. Mr. Fiske stated that the RSA references Code Enforcement which is usually included in the zoning department of many towns,

and not separate like Loudon. Selectman Bowles discussed the process that has taken place relative to the development of this ordinance. Mr. Fiske asked why the abutters needed to be notified by certified mail if the ordinance is such that the Windmill will be permitted anyway and cannot be stopped. Selectman Bowles said that the abutters need to know what is coming in. He said the Town can make the regulations stricter than the State. Roy Merrill was recognized from the audience. Mr. Merrill stated he thought the RSA stated that there had to be a thirty day notice given to the abutters by law. Mr. Fiske read a portion RSA 674:66 for those present relative to noticing and Regional Impact issues. He stated it sounded like this would be turning into a full-time job. Selectman Bowles said changes like this are why he feels that Mr. Fiske should attend the meetings and workshops. He said that according to the way this RSA was written, the Code Enforcement Officer is a big part of this. Mr. Fiske asked about the increase in funding. Selectman Bowles said all the fees will be the responsibility of the applicant. He said that the Boards are working on putting this through zoning in an effort to take some of the work away from Code Enforcement.

- g. Mr. Fiske asked about the wording on the changeable message signs and if it applied to all districts. Selectman Bowles said the Boards were looking at site specific but he is not sure that is the best idea. Mr. Fiske said he felt it would be a problem if the ordinance went through as it was presented to him. Selectman Bowles stated that this is the reason that he feels it is important for Mr. Fiske to attend these meetings so that the issues are addressed at the time of the meetings. Discussion ensued.
- h. Chairman Ives stated for the record that two pistol permits were submitted for signature and approval.

- IV. The Board met with Recreation Committee Chairman Alicia Grimaldi to discuss their proposed budget and warrant article for town meeting.
 - a. Chairman Ives discussed the wording for the establishment of the Recreation Committee Revolving Fund for all fee-based programs in an effort to get the Recreation Department self-funding for special events. Chairman Ives stated the Selectmen have not received information regarding if a donation was made to the Recreation Committee if the monies could be placed in the Recreation Revolving Fund or would it have to go to the general fund. Mrs. Grimaldi stated she had inquired about donations as well as fundraising money. She inquired if the proposed warrant article would need to say that it would or would not affect the tax rate. The Board stated that sentence would be included in this article once they finalize the wording for the warrant. Mrs. Grimaldi stated that originally the Recreation Committee was planning on having \$1,000.00 out of their Special Events line to be used as seed money for the Recreation Committee Revolving Fund, but has learned from the State that it would not be

proper to do so. She said Mrs. Lee had advised her that DRA stated the initial \$1,000.00 would need to come from the Unreserved Fund Balance. Mrs. Grimaldi asked if she and the Committee members needed to be the ones to educate the public on this issue. Chairman Ives stated yes.

- b. Mrs. Grimaldi discussed the proposed warrant article regarding the resurfacing of the tennis court and possibly the basketball court. She stated that the Recreation Committee has had numerous requests to have this done. Selectman Bowles stated he had contacted someone about resealing the cracks of the courts and is waiting for the quote. Mrs. Grimaldi stated that she had received an e-mail from Vermont Tennis Courts and asked if the Board wanted her to respond and request a quote for the project. Chairman Ives said if they want to submit a quote that would be fine. The Board discussed the difference between resurfacing and resealing the courts and stated that they did not feel there are enough funds available to do a total resurfacing. Discussion ensued. Chairman Ives stated there could be enough money in the Park Maintenance Fund depending on how much the project costs and it may not need to be a warrant article.
- c. Chairman Ives began the review of the Recreation Committee proposed budget. It was stated that the Swim Program line has been increased by \$800.00 due to the increase in participation and the fact that the additional costs have had to come out of another budget line to cover the unexpected cost. The Board discussed the Lifeguard Salary line. It was stated that this line has been overlooked when it comes to the COLA for this position. The Board stated that people speak very highly of the current lifeguard and the Town has been very lucky to have her. Mrs. Grimaldi stated the requested hourly wage for the lifeguard line is \$11.50 per hour. The Board discussed the Porta-john Rental line relative to decreasing the line if the year round pavilion and skating rink is approved. The Board stated the Parks and Maintenance Supply line is increased by \$500.00. The Board asked Mrs. Grimaldi if this increase was in anticipation of the skating rink. Mrs. Grimaldi stated what the Recreation Committees hope is to see the program grow for items such as picnic tables and if the skating rink is constructed to be used for that purpose as well. She stated that the amount of money in this line is not enough to cover the true maintenance of the recreation fields and the idea is to increase this line a little at a time. Selectman Bowles said he is having trouble with this line. Mrs. Grimaldi stated some of the things the Committee would like to see for the future are to purchase new picnic tables, put in benches by the tennis court, a backboard at the tennis court so people can play by themselves, and other improvements for the future. The Board agreed to increase this line by \$250.00 to bring it to \$1,250.00 and to see how the economy is next year for an additional increase. The Board discussed the Special Events line relative to the \$12,000.00 that had been budgeted previously. The Board asked if the proposed

budget showed the \$12,000.00 split out between \$8,700.00 in the Special Events line, \$1,000.00 for the Revolving Fund, and \$2,300.00 in the Bicycle Safety Program line. Selectman Bowles said that the \$1,000.00 for the Revolving Fund cannot be taken out of the Special Events line and used for the set-up of the Revolving Fund so it will remain in the Special Events line which will then be \$9,700.00. Chairman Ives stated the Recreation Committee is not asking for any increase here, that the \$2,300.00 for the Bicycle Safety Program had always been paid out of the Special Events line and they have asked to separate out the line to show where the money specifically goes. Chief Fiske asked if the Bicycle Safety Program line is an increase over last year's expense. Mrs. Grimaldi stated it is an increase of \$150.00 over last year due to the increase in cost and participation. Chairman Ives said while that line has an increase there is no additional increase in the funding line that it had been paid out of last year. Discussion ensued regarding the set-up of the Revolving Fund and the Bicycle Safety Program line.

- V. The Board met with MaryAnn Steele of the Loudon Communications Council to discuss their proposed budget.
- a. Mrs. Steele provided the Board with copies of their financial breakdown as well as a brief summary for review.
 - b. Chairman Ives began the review of the proposed budget. He stated the current budget is \$12,000.00 and the request for 2009 – 2010 is at \$18,000.00. Mrs. Steele discussed the advertising contracts and stated that when advertisers start getting concerned that there may not be enough funding to print the paper for an entire year, they begin to do their advertising on a month-by-month basis, which creates a cash flow problem. She stated that the number of advertisers has dropped and the mailing costs have increased. Mrs. Steele stated that the Council members have done research to try to cut costs but have found that mailing with Direct-O Mail appears to be the best option. She said that in order to get the advertisers to commit for the year, they have to have a guarantee that all twelve issues of the Ledger will be printed. Mrs. Steele stated that the proposed increase is more than what they may need, but the Communications Council definitely needs more than what they currently have budgeted. Chairman Ives asked to see the financial statement for the Communications Council. Mrs. Steele will get the Selectmen the information for their review. Chairman Ives stated the current operating expense is \$24,000.00 per year to print the Ledger and the Town funds \$12,000.00 or 50%. He said he felt that the request of \$18,000.00 was too much. Mrs. Steele said the Communications Council had decided to plan on the advertising sales of \$6,000.00 instead of the \$12,000.00 so that is why they have increased the request in the Town budget to \$18,000.00. She said they were looking at worst case scenario of the ad sales. Chairman Ives said it is his opinion to keep this line at level funding

due to the issues with the economy. He asked Mrs. Steele if she could provide the Board with the additional information by Thursday so this item can be discussed further. Selectman Maxfield said he agreed with the level funding but would like to see the additional information. The Board said they will make their final decision on Thursday after they have a chance to review the additional information. Chairman Ives said he is considering level funding due to the current economic conditions. Mrs. Steele said many residents have commented that reading the Ledger keeps them informed of what is going on in town. Mrs. Steele said that when the Communications Council put their budget request together it was before the economy was in as rough shape as it currently is, and they understand the situation.

- VI. The Board began their review of weekly correspondence.
- a. The Board reviewed a photo for consideration of the cover to the Town Report. The Board agreed to use the photo submitted.
 - b. The Board received information from DOT regarding bridge postings. Discussion ensued.
 - c. The Board received correspondence from Mr. Bill Gabler offering his services to the town in various capacities.
 - d. The Board received correspondence from Louis Berger Group regarding the Landfill Post Closure Monitoring and the current budget. Selectman Maxfield moved to authorize the Chairman to sign the proposal between the Town of Loudon and The Louis Berger Group, Inc., for the Post Closure Monitoring of the Loudon Sanitary Landfill and Septage Lagoon in accordance with the State Environmental Guidelines for July 1, 2008 to June 30, 2009 in the amount of \$8,900.00. This fee is not to include the cost of laboratory bills which will be billed directly by Eastern Analytical to the town. Seconded by Selectman Bowles. Discussion ensued regarding the timeframe. All in favor. Motion carried.
 - e. The Board received copies of a letter from Carole Soule regarding a warrant article to establish a town agricultural commission. The Board stated that it is very difficult to get people to join committees and stay with them.
 - f. The Board received information from Superintendent Martin regarding a meeting scheduled to discuss the Beede property.
 - g. The Board received a thank you letter from Jessica Sprague regarding the Food Basket project for her Senior Project through MVSD.
 - h. The Board received copies of the quarterly fuel usage reports for all the departments from Huckleberry Heating Oils for review.
 - i. The Board received information regarding disaster relief funding for the ice storm damage. It was noted that Loudon did not sustain enough damage from the storm to qualify.
 - j. The Board received copies of the Legislative Bulletin #2.
 - k. The Board received copies of a reminder of the Moderator's Workshop on January 24, 2009.

1. The Board received copies of a Regional Impact notice from the Town of Bow.
- VII. The Board met with Bob Fiske.
- a. Mr. Fiske asked for the Selectmen's opinion regarding having a set building permit fee and doing away with the Impact Fee. Discussion ensued regarding the way the Impact Fee ordinance was set up and the fact that when it was enacted it was only addressing the roads, not the schools, police, or fire department; an amount to increase the building permit fee to if decided upon, whether or not the Impact Fee Ordinance would remain in place if the building fee was increased or not; and questions of boards being in favor or not of a change.
- VIII. Selectman Maxfield moved to authorize the Chairman to sign the Septage Hauling Permit for Paul K. Johnson, 109 Flagg Road, Loudon, NH. Seconded by Selectman Bowles. All in favor. Motion carried.
- IX. John Plummer was recognized from the audience.
- a. Mr. Plummer asked about the status of the repairs for the Town Pound as well as the issue of sound speakers for the Selectmen to be able to hear at Town Meeting. The Selectmen stated that they have not received cost estimates for the Town Pound project yet and Office Manager Jean Lee is in the process of contacting Fred Reagan from MVSD to address the speaker issue.
 - b. Bob Fiske asked the Board about the issue with the food sale at Town Meeting and not being able to bring the food into the meeting area. Chairman Ives said the Board would look into this issue.

Selectman Maxfield moved to adjourn the meeting at 8:13 PM. Seconded by Selectman Bowles. All in favor. Meeting adjourned.

THE LOUDON BOARD OF SELECTMEN

Steven R. Ives, Chairman

Dustin J. Bowles, Selectman

Roger A. Maxfield, Selectman