

Selectmen's Meeting Minutes
Tuesday, January 13, 2015

Present: Chairman Ives, Selectman Bowles and Selectmen Krieger.

Also present: Police Chief Bob Fiske, Stan Prescott, Planning Board, Dave Powelson, Zoning Board.

- I. Selectman Bowles moved to approve the Selectmen's Meeting Minutes of Tuesday, January 6, 2015 as written. Seconded by Selectman Krieger. All in favor. Motion carried.

- II. Chairman Ives opened the Board of Permit.
 - a. Chief Fiske explained that he received a call from Mrs. Carr from Ledgeview Greenhouses asking if a house can be put on the lot with their greenhouses. Chief Fiske said he made the suggestion that they go to the Planning Board for a discussion. Chief Fiske said he received an email from Donna White who had a discussion with Tom Dow and Dustin Bowles. They indicated that there shouldn't be a problem putting a house on the property. Mr. Powelson said greenhouses are allowed in every district as an agricultural thing, a farming thing and it's not unusual to have a house. Mr. Prescott said there are other places in the same area that put up greenhouses; they were allowed on a residential lot. He asked how the property is taxed. Selectman Bowles said it is taxed residential; not taxed commercial. Mr. Prescott said he would want to be careful that it didn't infringe on parking for the greenhouses. Chairman Ives stated that after hearing the discussion among the Board members they are all in agreement that it is okay.

Chairman Ives closed the Board of Permit.

- III. The Board met with Chief Fiske.
 - a. Chief Fiske explained he has been working on the secretarial aspect of the building department. He said they interviewed a lady from town that he would like to hire. Chairman Ives explained the Selectmen have been coming up with a plan and thinking about this as well. Selectman Bowles explained that the Planning and Zoning Board secretary needs more work. He said in going through the budget and planning the new office it makes sense that the building department will go in the new building. Selectman Bowles said that the Building, Code, Planning and Zoning will all be connected. He said that the feeling is that they begin the transition now and get someone that is already in the office to start learning the process, he feels that she would be quite capable of doing that so they are looking to go in that direction. Chief Fiske said that when he asked for the increase to 24 hours he was being proactive in the transition. He said he needs someone with concrete hours and he can see a dilemma with the Planning and Zoning when Donna says she needs to be in her office when they need her over there. Chairman Ives said they would set it up for her to be there dedicated hours and she could bring work back to her office if she needed to. Chairman Ives said the Chairmen of the Planning and Zoning Boards have given their

okay to move forward in this direction and are on board with it. He said they have a very capable person whose hours are not being fulfilled, they are looking out for where money is being spent and get the most from the people they have. Chairman Ives said if they can fill her hours with work instead of hiring someone from the outside, start getting her up to speed so down the road they have someone that is familiar with the administration of building/code it's a win-win. Chief Fiske asked how that would affect the pay situation. Selectman Bowles said they'd have to go through a transition period and see how it works; the budget would be left status quo this year so they can see how it works. Selectman Bowles said they would like to sit down and work out a set schedule and see if they could come to an arrangement that would work for everyone involved. Chairman Ives said Donnas' pay would remain the same. Chief Fiske confirmed that the budget line he has for the position would remain. The Board agreed that it would sit for now to make sure this works. Chief Fiske expressed his concern with conflicts. Chief Fiske said he would much rather have it the way it is right now, it has worked out well in the past. Selectman Bowles explained that they are going to be moving forward with the new building; at some point building and code is going to change so now would be the time. He explained that there just isn't enough planning and zoning work so why not take the opportunity now to tie it together. Chief Fiske asked if they think planning and zoning are going to get busier. Selectman Bowles said it could pick up but she has a very good system, she works efficiently and he doesn't see it picking up too much. Chief Fiske said he was there a few weeks ago when the selectmen made the fulltime secretary part time because there wasn't enough work, he asked why it can be the same case with this. Selectman Bowles said they are trying to avoid that; with the transition coming down the road if we don't have to cut hours they don't want to. Chief Fiske said it isn't just the administrative work that has to be accomplished it's the work in the field. Selectman Bowles asked if he sends his secretary out to do work in the field. Chief Fiske said they certainly could because they know every move that is necessary to do it; they go over the plans and they know exactly what he is looking for. Selectman Krieger asked how much of this process the fire department is involved in. Chief Fiske said none unless there is a wood fireplace. Chief Fiske said his theory is that if he was in administration it would be fitting for them, the smartest thing would be for the town to send it over there so they wouldn't have to hire another full time person. Selectman Krieger said they are trying to pull things together, to keep taxes down he verified with Selectman Bowles that the former secretary told him that two days wasn't enough. Selectman Bowles said she was getting her work done. Chief Fiske agreed that she was but she was busting her hump to get it done. Chief Fiske said he knows the Selectmen have the final decision but he has objections to it, he knows their trying to save tax money but he believes they have been headed in the right direction. He said it's gone smoothly for twenty years. Chairman Ives said he had a conversation with the fire chief recently and they agreed that eventually if things change health and code should be on the fire side of things. But until we get to that point he thinks that Donnas' position in planning and zoning secretary dovetailing in with building department makes sense so that when it's moved to the new office they have someone with knowledge already in there and that would make the transition easier. Chairman Ives confirmed that they will leave the budget line open for now so

if it doesn't work out they can hire someone in but he would like to pursue this and see if they can make it work. Chairman Ives said that at some point they will not have a police chief/code enforcement officer/building inspector, health officer; one person won't do all the jobs the chief does now. Selectman Krieger asked if Donna can give up 20 hours per week. Selectman Bowles said he doesn't know maybe 2-2.5 days per week. Chairman Ives said that he would think she could bring some work back to her office. Chief Fiske said when Janice is on vacation it's nice to have the same person answering the phones and helping out with the police at the same time. Chairman Ives said he would like to move forward with this and give it their best shot. Selectman Bowles agreed saying it is best for the town. Selectman Bowles said if they need to find someone lined up to help out with police dispatching for vacations they will work with that. He said that it's important to look at the fact that they have people that are not busy enough, if they can make this work they will and if not they will go back. Selectman Krieger said that after what has transpired he is not one hundred percent anymore he'd like another week to think about it. Chairman Ives said they could take a couple of weeks to consider it and have an answer when the Chief comes back the last Tuesday of the month. Selectman Krieger suggested that to be fair to everyone involved they make a decision next week. Chairman Ives commented that when the other secretary left they lost someone with all the training, he feels that being a full time position it is a lot more stable and it they would be able to retain a person. Chief Fiske said he agreed to a point but money talks and if something better comes along they are going to go. Chairman Ives said they will take it under advisement and make a decision for week.

- b. Chief Fiske said they have been working with Comcast on the phones and are close to switching from TDS to Comcast; it appears they will be able to save money going with Comcast. Selectman Bowles asked how this affects the budget line. Chief Fiske said the line should remain the same as it is now.

IV. Selectman Krieger moved to go into nonpublic session per RSA 91-A: 3, II (c) at 6:34 p.m.; seconded by Selectman Bowles. Roll call vote: Krieger – yes; Bowles – yes; Ives – yes. All in favor. Motion carries. Selectman Krieger moved to come out of non-public session at 6:50 p.m.; seconded by Selectman Bowles. Roll call vote: Krieger – yes; Bowles – yes; Ives – yes. All in favor. Motion carries. Selectman Bowles made a motion to seal the minutes for five years because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board. Seconded by Selectman Krieger. All in favor. Roll call vote: Krieger – yes; Bowles – yes; Ives – yes. Motion carries.

- V. The Board began their review of weekly correspondence.
- a. The Board received a letter of resignation from Road Agent Dave Rice effective Friday, January 23, 2015.
 - b. The Board received the Merrimack Valley School District January 2015 invoice in the amount of \$662,830.23.
 - c. The Board received an email from NHDOT regarding a meeting with Chief Fiske to discuss traffic control for the 106 and Staniels Road intersection work.

- d. The Board received a letter of completion of Pavement Rehabilitation on 106 from NHDOT.
- e. The Board received six overdue ambulance bills for their review. Selectman Krieger made a motion to send the following ambulance bills to collection: account #2046 in the amount of \$686.00, account #4838 in the amount of \$92.78, account #5954 in the amount of \$671.60, account #6117 in the amount of \$159.23, account #6289 in the amount of \$641.60 and account #5633 in the amount of \$826.10. Seconded by Selectman Bowles. All in favor. Motion carried.
- f. The Board received information from the Fire Marshal's Office regarding fireworks. A copy will be forwarded to the police and fire departments.
- g. The Board received a letter from CRSW/RRC regarding invoicing from Wheelabrator instead of the Co-op.
- h. The Board received information from Comcast regarding annual notices for customers.

VI. The Board received the following reminders.

- a. Thursday, January 15, 2015 at 6:00 pm – Public Hearing for Zoning Amendments
- b. Thursday, January 15, 2015 at 7:00 pm - Planning Board Meeting
- c. Friday, January 16, 2015 from 11:30 am to 4:00 pm – Senator Ayotte will hold a Town Hall meeting in the community building (barn).
- d. Monday, January 19, 2015 – Martin Luther King Jr. Day – town office is closed.

VII. Chairman Ives read the following: The Board of Selectmen of the Town of Loudon is requesting bids for the printing of the Annual Town Report. Specifications may be obtained from the Selectmen's Office, 29 S. Village Road, PO Box 7837, Loudon, NH 03307 or by email to selectmensoffice@loudonnh.org. Sealed bids, clearly marked "Town Report Bid" are due at the Selectmen's Office no later than 4:00 P.M. Tuesday January 13, 2015. Bids will be opened during the next regular Selectmen's Meeting. The Board of Selectmen reserves the right to accept or reject any and all bids. Chairman Ives opened a bid from Evans Printing for printing 1000 copies of the annual report. The bid amount is \$2,457.97. Chairman Ives opened a bid from Debbie K. Graphics for the layout, scan, corrections, cover design and printing prep for \$1,000.00. Selectman Bowles made a motion to accept the bids from Evans Printing and Debbie K. Graphics for the annual report. Seconded by Selectman Krieger. All in favor. Motion carried. Chairman Ives explained that they came up with the idea to ask the 5th grade class at Loudon Elementary School to have a contest; they were asked to draw a picture depicting "My Life in Loudon" the winner's picture will be the cover of the town report. The judging will be done by members of the Young at Heart.

VIII. Chairman Ives recognized Julie Robinson representative from the Conservation Commission and Sally Cole and David Ladd representing the Ladd family. Julie explained that the Conservation Commission has been working with the Ladd family for over a year on a piece of property that the Ladd's want to put a conservation easement on. She said they don't want any money from the town; they just want the town to take over

monitoring of the easement for perpetuity. Julie explained that the only cost would be for legal fees and those fees would come out of the conservation commission's budget. She said that they have been working on the language for the easement; the Ladd's would prefer not to have a lot of legalese. Julie explained that knowing how the easements that they have in town work she knows that if you don't have it in there it becomes hard to go after a liability. They came up with language that the Ladd's agreed to, sent it to the town attorney, he looked at it and came up with a lot of holes in it. Julie said she shared the letter with Sally and David Ladd and explained that her concern is for when she and the Ladd's are gone. Julie said that the conservation commission doesn't feel that the language is too restrictive it just tightens things up. David Ladd explained that they had their attorney write up the easement according to state law, they wanted something very simple. He said the whole premise of this is to be sure houses can't be built on it; not to say how it can be farmed, he feels that the one they had written up covers the law. Selectman Bowles said this is a very generous easement but they need to find something that has what the Ladd's want and what the town needs. Julie suggested that the LCIP easement language that is used on adjacent properties be used for this property; she said this would make monitoring of it easier because they would all be the same. Julie explained that the LCIP language is not as restrictive and thinks it would be a good compromise. Chairman Ives said that they want to be sure that the land is protected years down the road the way the Ladd's intended it to be. Conversation ensued about whether this needs to go to town meeting or not. The Board said because this is an easement only, no money is being expended, they will check but they think this easement can be accepted at the public hearing and will not have to go before town meeting. Julie will get the LCIP easement language and forward it to Sally and the Selectmen and see if they can come up with something that will work for all. Chairman Ives said this is a very generous offer and they appreciate it.

Selectman Bowles moved to adjourn at 7:35 p.m. Seconded by Selectman Krieger. All in favor. Motion carried.

LOUDON BOARD OF SELECTMEN

Steven R. Ives, Chairman

Dustin J. Bowles, Selectman

Robert P. Krieger, Selectman