

Selectmen's Meeting Minutes
Tuesday, January 17, 2012

Present: Chairman Ives, Selectman Bowles, and Selectman Krieger.

Also present: Deputy Fire Chief Rick Wright, Fire Chief Dick Wright, Police Chief Bob Fiske, Stan Prescott from the Planning Board, Dave Powelson from the Zoning Board, Janice Morin from the Police Department and Dave Rice, Road Agent.

Chairman Ives called the Meeting to order at 6:30 p.m.

- I. Selectman Bowles moved to accept the Selectmen's Meeting Minutes of Tuesday, January 3, 2012 as written; seconded by Selectman Krieger. All were in favor. Motion carries.

- II. Chairman Ives opened the Board of Permit.
 - a) Chief Fiske asked about the Growth Management Ordinance, it is his understanding that it is going to expire in the next couple of months. Selectmen Bowles agreed that they are letting it expire. He explained that the law doesn't allow for it to go on forever. Stan Prescott explained that they decided that it is the right time to let it expire as no houses are being built. Mr. Prescott stated that the ordinance can always be instituted again. Chief Fiske asked about the 2% limit that has always been in zoning. Mr. Prescott said that by letting this ordinance expire there will be no limit, he asked Chief Fiske how many permits were given out last year and so far this year. Chief Fiske said eight last year and none this year. Chief Fiske said that he has to come up with the number of permits to give out each year. Mr. Prescott stated that there won't be a number because when this expires there will not be a limit.
 - b) Chief Fiske said that the issue of underground utilities and overhead utilities at the Merrill construction site was brought to his attention by Selectman Bowles. Chief Fiske stated that he researched it and in his opinion it needs to be underground. He explained that the four lot subdivision was done in October of 2003, the amendment that made underground utilities on dead-end roads a requirement happened in December of 2003. Chief Fiske explained that due to 674:39 no substantial activity took place within 24 months of the subdivision approval so the development lost its 5-year exemption. Mr. Prescott stated that in his opinion the Planning Board would want the utilities to be underground. Selectmen Bowles stated that because of the timing and the fact that Mr. Merrill would have to dig up the Red Roof Inn septic lines etc. he doesn't have a problem with the overhead utilities in this instance. Selectman Bowles stated that there is a road plan for the subdivision and it doesn't say the utilities have to be underground. Selectman Krieger asked if because of the rules and regulations is there anyway Mr. Merrill can come before one of the Boards and get that overturned? Mr. Prescott stated that his understanding that what Chief Fiske is saying is that the subdivision is null and void because there hasn't been substantial completion. Mr. Powelson stated that the intent of the law is to protect a subdivision owner from getting an approval and then the next week the Planning Board changing the regulations. Selectman Krieger said it sounds like the Chief is

saying that with this new rule or regulation is that Mr. Merrill is supposed to bury the lines. Mr. Prescott stated that there are two different subjects one being whether there is a subdivision or it has lapsed. Mr. Prescott said they would discuss it at the Planning Board meeting Thursday and come up with a decision.

- c) Chairman Ives explained that Steve Roy on Country Hill Road has a wood business that he's been running for years. A neighbor has an attorney involved and is claiming that Mr. Roy is running a business without a permit and wants him shut down. Selectmen Bowles said that Mr. Roy has been running his operation since 1994 and there was a concrete business run from that location before that. It was decided that they would ask Donna to write a letter to Mr. Roy and Mr. Bouley and ask them to attend the next Zoning Board meeting.

III. Ives closed the Board of Permit and resumed the Selectmen's meeting.

IV. The Board met with Police Chief Bob Fiske.

- a) Chief Fiske submitted a copy of a check received from the Department of Justice for town ordinance fines.

V. Chairman Ives stated for the record that he signed two pistol permits.

VI. The Board met with Road Agent Dave Rice.

- a) Mr. Rice stated that everything is going good, everything is repaired for now.

VII. The Board met with Fire Chief Dick Wright.

- a) Chief Wright stated that Rick Wright is back as Deputy Chief. Chairman Ives said the office will prepare an appointment paper for Deputy Wright.
- b) Chief Wright said he has been working on the budget.
- c) Chairman Ives asked Chief Fiske what he wants to do about the Emergency Management Team since his co-chair was the former Fire Chief. Chairman Ives suggested that since Chief Wright is the interim Fire Chief that Chief Fiske continues as the sole Chairman until a new Fire Chief is hired.

VIII. The Board began their review of weekly correspondence.

- a) The Board received a memo from Fire Chief Dick Wright regarding the appointment of Rick Wright to Deputy Chief.
- b) The Board received a copy of a letter from Town Counsel regarding Fortier.
- c) The Board received a NH DOT memo regarding Biennial Inspection of Municipally Owned Bridges.
- d) The Board received a copy of a letter from the NH Highway Safety Agency regarding the Annual Highway Safety Program
- e) The Board received an email from Donna White regarding cistern easements.
- f) The Board received a copy of an email from Deb Kardaseski requesting approval to put warrant articles in the Ledger.
- g) The Board received a copy of letter from NH Dept. of State regarding Use of video cameras in the polling place.
- h) The Board received a copy of an email from Scott Vaughan from Kase Printing regarding Town Report Bids.

- i) The Board received an e-mail asking if the Girl Scout's can sell cookies at Town Meeting. The Girl Scout's will have to check with Mike Labonte.
- j) The Board received an invitation to attend an Eagle Court of Honor for William West.
- k) The Board received past due ambulance bills for review. Selectman Krieger made a motion to send the following ambulance bills to collection: account #50358 in the amount of \$491.00 and account #50328 in the amount of \$823.80; account #6799 in the amount of \$699.20 and account #46375 in the amount of \$531.90 seconded by Selectman Bowles. All in favor. Motion carried.
- l) The Board received the ESMI Self-report for October, November & December 2011.
- m) The Board received a letter from Northeast Resource Recovery Association for their review.
- n) The Board received a copy of Legislative Bulletin #04.
- o) The Board received a copy of an email regarding a public hearing for SB 326-FN-L.
- p) The Board received a copy of the Capital Improvements Program FY-2011/12 to FY-2016/17
- q) The Board received miscellaneous correspondence.

IX. Chairman Ives stated that their regular scheduled Tuesday, January 24, 2012 meeting is being rescheduled to Wednesday, January 25, 2012 at 6:00 p.m. due to the Merrimack Valley School District Meeting on January 24, 2012 at 7:00 p.m.

X. Chairman Ives stated that the second budget hearing will be held on Wednesday, February 8, 2012 at 6:00 p.m.

XI. Chairman Ives stated that the Planning Board will be holding a public hearing for zoning amendment changes on Thursday, January 19, 2012 at 6:00 p.m.

Chairman Ives stated that being 7:00 p.m. they will move right into the budget hearing.

- I. Chairman Ives stated that after the Board reviewed the entire budget they discussed cost of living adjustments (COLA) and decided on 2.5% for both full and part-time employees.
- II. Chairman Ives stated they would review the budget, revenues and then the warrant articles.
 - a) Chairman Ives explained that the Selectmen's Office Wages wage is increased 16.62% due to them hiring an assistant now that Jean is part-time.
 - b) Chairman Ives stated that the lines for printing, office supplies, office equipment computer updates & supplies and advertising have all been decreased and the dues/seminar line has been increased by 5.26%.
 - c) Overall Selectmen's budget is down 2.72%.
 - d) The Landfill testing line is down 23.30% because the Board has hired a new testing firm and they have said they don't need to do as much testing.
 - e) The Historical Society and Conservation Commission are level funded, no changes.

- f) Town Clerk wages/salaries are up 2.5%, the rest of the Town Clerk budget staying the same as last year so the town clerk budget is up a total of 1.88%.
- g) Election budget for printing, postage and other election expenses is up because of the state and presidential elections, total budget up 41.93%.
- h) Trustees of the Trust Funds budget is level funded.
- i) Town Auditor no increase.
- j) Assessment/Maps budget is down 43.69% because they did some big assessments this year that won't be done again next year.
- k) Tax Collector budget, wages/salaries went up 2.5%, data processing went up due to equipment they need to buy. Telephone, postage and registry of deeds lines were all decreased. The Tax Collector budget total was increased 0.62%.
- l) Treasurer salaries increased 2.5% everything else level funded.
- m) Selectmen Legal fee's level funded.
- n) FICA is up 4.36% and NH Retirement is up 9.46%.
- o) Planning Board wages up 6.04% due to a merit raise for Donna. Planning Board Consultant went up 250% to redo the Master Plan. Postage and CNHRPC went up. Data processing, office supplies, seminars, and advertising were all decreased. The total budget was increased by 8.30%.
- p) Zoning Board wages up 6.04% for Donna. Postage was increased to more accurately show the postage used by the office. Data processing, printing, office supplies, seminars and advertising were all decreased. The total budget was increased 1.81%.
- q) Town Buildings, gas, building expenses, repairs all decreased. Electricity and street lighting were increased due to an anticipated rate increase. The total budget was decreased by 1.50%
- r) Town Cemeteries budget was increased by 30%.
- s) Employee Benefits – Health & Dental insurance decreased by 3.71%, workers compensation decreased by 6.67%, unemployment increased 6.90%. Total budget decreased by 3.44%.
- t) Police wages and salaries increased by 2.50%. Prosecution increased by 3.00%, electricity and lights increased 7%, everything else level funded with a total budget increase of 1.94%.
- u) Special Events - Chairman Ives explained that this like a revolving fund. It's for things like track details we bill them and it goes through here. Because the expenses have been cut down there, the budget has been cut 12.08%.
- v) Health department wages are up 2.52%, everything else is level funded.
- w) Visiting Nurse is level funded.
- x) Ambulance wages are up 2.51% everything else level funded.
- y) Fire Chief salary is up 2.50%. Chairman Ives explained that the money was left in that line so when they hire a new Chief they have the money to pay him. Dispatch, telephone, medical expenses, electricity equipment maintenance all increased. Building maintenance and truck maintenance have been decreased. Everything else level funded. Total budget is down 3.03%. Roy Merrill expressed his concern that the decreases are in maintenance. Selectmen Bowles said that they looked carefully at those lines and what they have been spending and decided those lines could be cut.

- z) Compliance wages are up 2.50%, everything else is level funded.
- aa) Emergency management is level funded.
- bb) Forest Fire wages are up 2.53%, everything else is level funded.
- cc) Highway wages are up 2.50%. Shop supplies/tools, parts & tires, gas & oil, are all increased. Telephone, signs, parts-grader, parts-sander, parts-tractor, excavator maintenance, Repairs-grader, repairs-sanders, repairs-small equipment, building repairs, were all decreased. Total budget decreased by 2.40%.
- dd) Block Grant road maintenance line is down 51.77%.
- ee) Solid Waste/Landfill wages are up 2.51%. Heat and fuel are increased. Tractor repair committee expenses, tipping fees and electronics disposal are decreased. Total budget is down 1.30%
- ff) Animal control budget is level funded.
- gg) Community Action Program and J. O. Cate Van Operating Expenses lines are level funded.
- hh) Welfare aid for fuel is up 80% and welfare aid for rent is down 25%.
- ii) Recreation program swim lesson wages and lifeguard wages are both decreased. Park Maintenance is increased by 7.69%. Total budget is decreased 2.28%.
- jj) Library Director salary is increased 9.79%, Children's librarian salary is increased 5.50%, part time wages is increased 24.45%, Fica/medicare, electricity, fuel, postage, building maintenance, elevator maintenance passes, supplies and technology have all been increased. NH Retirement and telephone have been decreased. The total budget is up 12.33%. Selectmen Ives stated that they met with the Trustees twice, they aren't completely happy with the budget but they would present it to the town and do support it.
- kk) Patriotic Purposes and Loudon Old Home Day are level funded.
- ll) Economic Development is level funded.
- mm) Contingency fund and Loudon Communications Council are both level funded.
- nn) Payments to Capital Reserves have not been added in yet.

III. Proposed 2012 Warrant Articles.

- a) Selectman Bowles explained that the first two articles will be the results of the voting for Town Officers and the Zoning Amendments.
- b) Selectmen Bowles read Articles 3 – 6:

ARTICLE 3: To see if the Town will vote to raise and appropriate the sum of \$420,000.00 for the purchase of a fire engine and equipment with funds to be withdrawn from the Fire Department Capital Reserve Fund and further to appoint the Board of Selectmen as agents to carry said purpose into effect. *The Selectmen recommend this article.*

Selectman Bowles stated that engine 2 was on the docket to be replaced last year, it didn't pass. The plan this year is to replace engine 2 and the heavy rescue truck with this one truck.

ARTICLE 4: To see if the Town will vote to raise and appropriate the sum of \$21,700.00 for the purpose of purchasing a stainless steel truck body for truck T-3. *The Selectmen recommend this article.*

Selectman Bowles explained that the body on this truck is falling apart so they want to try a stainless steel body. They hope that the body will last and when the truck is traded they can take this body and put it on the next truck. Selectmen Bowles stated that they don't want to pull the money out of a capital reserve fund because that will effect when the next truck needs to be purchased.

ARTICLE 5: To see if the Town will vote to raise and appropriate the sum of \$231,500.00 for the purpose of shimming and paving 4200 feet of Loudon Ridge Road from NH Route 106 up and 3800 feet of Bee Hole Road from NH Route 129. \$190,000.00 to be withdrawn from the Roadway Improvement Capital Reserve Fund and \$41,500.00 to be raised by taxes and further to appoint the Selectmen as agents to carry said purpose into effect. *The Selectmen recommend this article.* Selectman Bowles explained that both of these roads are in serious need.

ARTICLE 6: To see if the Town will vote to raise and appropriate the sum of \$45,000.00 for the purpose of the reconstruction of two tennis courts. \$15,000.00 to be withdrawn from the Recreation Maintenance Fund and \$30,000.00 to be raised by taxes. *The Selectmen recommend this article.*

Selectman Bowles explained that the recreation committee has been asking for a few years for the tennis courts to be redone. They have been patched however they need to be completely ground up, compacted, graveled, repaved and the lines repainted. He explained that there is a little money in the Homer Labonte fund that will be used to repaint the lines and fix the fence.

c) Selectman Krieger read Articles 7-10:

ARTICLE 7: To see if the Town will vote to adopt the provisions of RSA 41:14-a to give the Board of Selectmen authority to acquire or sell land, buildings, or both; provided, however, they shall first submit any such proposed acquisition or sale to the Planning Board and to the Conservation Commission for review and recommendation by those bodies. If adopted, the provisions shall remain in effect until specifically rescinded by the Town at any duly warned meeting. *The Selectmen recommend this article.*

Selectman Bowles explained that the reason for this is because the town is starting to build quite a Capital Reserve Fund for a Town Office building and they need to start looking at purchasing a piece of property. Selectman Bowles explained that this article goes hand in hand with Article 8.

ARTICLE 8: To see if the Town will vote to change the purpose of the existing Town Office Building Capital Reserve Fund, established by the March 2004 Town Meeting and to allow the appropriations deposited in said fund to be used for land acquisition, and/or the purchase, future construction, or renovation of a Town Office Building and to further name the Board of Selectmen as agents to expend

from this fund. This article is contingent on passing of the previous warrant article.
The Selectmen recommend this article. (2/3 vote required.)

Selectman Krieger explained that the way the Capital Reserve Fund was established it doesn't allow for the funds to be spent on land.

ARTICLE 9: To see if the Town will vote to raise and appropriate the sum of \$451,500 to be placed in previously established Capital Reserve Funds:

- Fire Department Apparatus Capital Reserve Fund \$100,000
- Highway Department Capital Reserve Fund \$50,000
- Bridge Capital Reserve Fund \$20,000
- Recreational Facility Maintenance Trust Capital Reserve Fund \$2,000
- Library Collection Maintenance Capital Reserve Fund \$7,000
- Roadway Improvements Capital Reserve Fund \$100,000
- J. O. Cate Memorial Van Capital Reserve Fund \$2,500
- Ambulance/Rescue Equipment Capital Reserve Fund \$40,000
- Conservation Commission Land Capital Reserve Fund \$30,000
- Town Office Building Capital Reserve Fund \$100,000

(Majority vote required) The Selectmen recommend this article.

Selectman Bowles stated that they added \$1,000.00 to the Recreational Facility Maintenance Trust Capital Reserve Fund.

ARTICLE 10: To see if the Town will vote to raise and appropriate the sum of \$100,000 to be placed in the previously established Expendable Trust Funds:

- Transfer Station Maintenance Expendable Trust Fund \$30,000
- Septage Lagoon Expendable Trust Fund \$10,000
- Highway Road Grader Expendable Trust Fund \$60,000

(Majority vote required) The Selectmen recommend this article.

Selectman Krieger stated that they reduced the Transfer Station Maintenance Expendable Trust fund by \$10,000.00

d) Selectman Bowles read:

ARTICLE 11: To see if the Town will vote to raise and appropriate the sum of \$87,500 for the purpose of purchasing the development rights to conserve valuable farmland and forestland and authorize the withdrawal from the Loudon

Conservation Commission Land Fund Expendable Trust established for this purpose at the 2002 Annual Meeting. *(Majority vote required) The Selectmen recommend this article.*

ARTICLE 12: To see if the Town will vote to raise and appropriate the sum of \$_____ to defray Town charges for the ensuing year and make appropriations to the same. This article does not include any of the previous warrant articles.

IV. Chairman Ives reviewed the 2012-13 Revenues.

- a) Property Taxes 1987 – increased 18.51%.
- b) Land Use Tax 1990 Int & Costs – increased 19.61%
- c) Yield Tax decreased 4.76%
- d) Cobra – level funded.
- e) Commercial Hauler Tonnage Fees – includes Commercial Hauler Tonnage Fees, Fire Special Events, Police Special Events, Police Witness Fees, and Ambulance Service Revenue. Chief Fiske questioned the amounts in the Police Special events line. The Selectmen will look into this.
- f) Building Permits – level funded. Chief Fiske questioned the revenue amount; he didn't think the number was high enough.
- g) Motor Vehicle Permits – increased 1.88%.
- h) Dog Licenses – level funded.
- i) Marriage License- level funded.
- j) Bus Lic Permits & Filing Fees
- k) Rooms & Meals Taxes – increased 18.75%.
- l) Block Grants – decreased 16.66%.
- m) Forest Land – decreased 2.45%.
- n) PD Restitution – decreased 15.27%.
- o) Landfill Septage – increased 20.09%.
- p) Sale of Town Property – level funded.
- q) Interest on Dep. – level funded.
- r) Parking fines – increased 33.33%.
- s) Insurance Damage Reimb. – level funded
- t) Transfer from solid waste bond – increased 40.00%
- u) Withdrawals from CRF – Fire – decreased 100%.
Revenue Total decreased 7.67%.

Selectman Bowles moved to adjourn the meeting at 8:35 p.m.; seconded by Selectman Krieger. All were in favor. Meeting adjourned.

LOUDON BOARD OF SELECTMEN

Steven R. Ives, Chairman

Dustin J. Bowles, Selectman

Robert P. Krieger, Selectman