

Selectmen's Meeting Minutes
Tuesday, January 19, 2016

Present: Selectman Ives and Selectman Maxfield.

Also present was Road Agent Lance Houle, Sergeant Kris Burgess and Fire Chief Rick Wright.

Selectman Ives called the meeting to order at 6:00 PM.

- I. Selectman Maxfield moved to approve the Selectmen's Meeting Minutes of Tuesday, January 12, 2015 as written. Seconded by Selectman Ives. All in favor. Motion carried.
- II. The Board met with Fire Chief Rick Wright.
 - a. Chief Wright explained that last April he spoke to Arthur Colby and Bob Ordway about the cemetery by the Fire Station. He received paperwork that includes the name of the people buried there as well as the official name of the cemetery which is "Village Cemetery".
 - b. Chief Wright said the paperwork for the grant that he discussed last week has been submitted. He said they should hear something about it in March.
 - c. Chief Wright said he received a quote from Harry O for the alarm system at the highway garage for a complete system; the price is \$9700.
 - d. Chief Wright said the Faith Community Bible Church on Village Road hosted a Loudon Fire Department appreciation night on Saturday, January 16th. He said they provided dinner and music for everybody. He offered his thanks to the entire congregation for recognizing the members of the fire department and the auxiliary.
- III. Selectman Ives explained that they received a request from presidential candidate John Kasich to use meeting space in Loudon to hold a town hall meeting February 1st. Selectman Ives said they expect 120-130 people so the community room isn't big enough. He asked Chief Wright if the Fire Station could be used. Chief Wright agreed that it can be used.
- IV. The Board met with Sergeant Kris Burgess.
 - a. Sergeant Burgess said he had seven pistol permits for review and signature.
 - b. Selectman Ives asked if Officer Posada has started. Sergeant Burgess said he has started and he is working out well; he comes with experience.
- V. The Board met with Road Agent Lane Houle.
 - a. Mr. Houle explained that when they went to put the wing on the grader they found it had a bad valve so they took it to Nortrax and had it fixed.
 - b. Mr. Houle said he dropped his pick-up off at Phoenix Autobody for repair.
 - c. Mr. Houle said his new employee will be starting February 1st.
 - d. Mr. Houle said they've been busy plowing and treating roads.
 - e. Mr. Houle said he went around with someone from Pike to get estimates on roads. Selectman Ives said with this pricing information they can make a decision as to what roads to include in the warrant article.

f. Selectman Maxfield said he noticed trees being cut around town and asked who is doing it. Mr. Houle explained that Asplundh is doing it for Eversource.

VI. Selectman Maxfield moved to go into nonpublic session per RSA 91-A: 3, II (i) at 6:15 PM.; seconded by Selectman Ives. Roll call vote: Ives – yes; Maxfield – yes. All in favor. Motion carries. Selectman Maxfield moved to come out of non-public session at 6:23 PM; seconded by Selectman Ives. Roll call vote: Ives – yes; Maxfield – yes. All in favor. Motion carries. Selectman Maxfield made a motion to seal the minutes for five years because it is determined that divulgence of this information likely would render a proposed action ineffective. Seconded by Selectman Ives. All in favor. Roll call vote: Ives – yes; Maxfield – yes. Motion carries.

VII. The Board began their review of weekly correspondence.

a. The Board received Town Report Bid information. Selectman Ives explained that they only received one bid for printing of the report and one bid for the layout of the report. The Board opened and reviewed the bid from Evans printing. Selectman Maxfield made a motion to accept the bid from Evans Printing for 1000 copies of the 2015 Town Report; up to 100 pages plus the cover, for \$2503.76. Seconded by Selectman Ives. Selectman Ives said this is about the same price a last year. He also explained that they used to print 2500 copies but reduced it the last few years he also explained that the specs are the same as the last few years. All in favor. Motion carried. After reviewing the bid for the layout Selectman Maxfield made a motion to award the layout and design of the Town Report to Debbie K. Graphics for the flat fee of \$1,000. Seconded by Selectman Ives. All in favor. Motion carried. Selectman Maxfield said that both Deb and Evans have done a good job in the past.

b. The Board received a letter from the Clough Pond Association with information and three requests. The Board will take this under advisement until next week.

c. The Board received the property transfers for December 2015.

d. The Board received an email from Mark Stewart a Democratic Presidential Candidate.

e. The Board received information regarding the Bert Lane Petition. The Board will take this under advisement until next week when Chairman Krieger is in attendance.

VIII. Selectman Ives read the following: Notice Of Public Hearing, Town of Loudon in accordance with RSA 32:5-1, The Board Of Selectmen of the Town Of Loudon will hold public hearings for review of the Proposed Budget and Warrant Articles for Fiscal Year – 7/01/2016 To 06/30/2017. The hearings will be held Tuesday, January 19, 2016 at 6:30 pm and Wednesday, February 3, 2016 at 6:00 pm at the Loudon Community Building located behind the Town Offices. The proposed budget will be voted on at the March 2016 Town Meeting.

a. Selectman Ives explained that they will go through the budget lines that have changed. He explained that if anyone has questions or comments to ask. Selectman

- Maxfield stated that the budget is up 4% which represents \$93,712. He explained that \$67,867 is medicare and retirement which they don't really have control over.
- b. Selectman Ives stated that they decided to give out a COLA of 3% this year to all employees. He said they've kept the purse strings pretty tight the last few years and they decided this year to bring employees wages up so they can be competitive with other towns, so they can keep and maintain the good group of employees they have.
 - c. Selectman Ives said the Selectmen's salary is up the 3% COLA; which is the first time in seven or eight years the Selectmen have taken any kind of raise. Selectman Ives read through the Selectmen lines noting that the PT Office line is down 28.28%, the Office Wages are up 23.81%, telephone is up 13.64%, Data processing is up 11.11%, postage is down 25%. He explained that the changes reflect was expended this past year and anticipated for the new year so overall the Selectmen's office portion of the budget is up 2.81%.
 - d. Selectman Ives stated the following:
 - o Landfill testing is down 33.33%.
 - o The Town Clerk's portion of the budget is up 2.14% which includes the 3% COLA for the Town clerk and her Assistant.
 - o Because of the additional elections this year the election budget is up 62.50%. Someone from the audience asked about the large increase in the election budget for postage. Selectman Ives explained that it is for absentee ballots and this is a purge year which requires the Supervisors to do a lot of mailing. He said this budget will decrease next year.
 - o Assessments have increased 91.16% due to the revaluation that will be done. This is also a one year increase and will go back down next year.
 - o Tax Collector budget is down 1.46%.
 - o Treasurer is the same except for the COLA.
 - o Selectman Ives explained that they were going through some litigation last year; things have been settled out of court so they dropped that budget by 42.86%.
 - o FICA/Medicare and Retirement are up 26.82%.
 - o Planning Board budget is down 5.10%. Selectman Ives explained that a lot of that is due to a new secretary that is making less than the previous secretary was making.
 - o Zoning Board budget is down 6.86% again due mostly to the new secretary.
 - o Government Building is down 1% due to a decrease in natural gas. Dustin Bowles asked if the Board has given any thought to painting the Town Hall, it's been awhile. Selectman Ives said it looks to be in pretty good shape at this point. Selectman Maxfield said the community building needs some work especially around the cupola. Selectman Ives stated that with other increases such as the COLA they need to wait on some things and he thinks they can last another year.

- Cemeteries no increase. Dustin Bowles asked if there is enough money to pay for the cemetery behind the Congregational Church if the warrant article passes.
- Employee benefits are down 0.17%. This includes health and dental insurance, Unemployment insurance, workers' comp insurance and property-liability insurance.
- Police Department regular salaries and part-time salaries are up. Selectman Ives explained that they've had a hard time getting part-time people due to the wages so they upped the rate so they are competitive with other towns.
- Police Department due/subscriptions are up 233.33% which is actually only \$3,500. There was discussion about whether this is the appropriate line for the increase. This will be looked into this for the next budget hearing. Selectman Ives said the training line is up because they want to add additional training for the officers, gasoline is down. The overall police budget is up 4.05%.
- Health Department is up 2.96% due to the COLA.
- Ambulance is up 5.19% overall. Ambulance part-time is up due to increase per diem to cover when Deputy Lake is working Code Enforcement. Ambulance billing fee's are up; Concord Hospital no longer does billing so they had to go with a new company. Chief Wright said runs are up as well. Dustin Bowles asked if the .17% raise in the ambulance wages for fulltime is enough for 3% COLA. Chief Wright said it is because they have had people leave and the new hires start at less money.
- Fire Department is up a total of 4.34% due to COLA's and an increase to lines such as medical expenses, building maint., gas/oil, and truck maint.
- Compliance/Code is down .73% largely due to the change in personnel. The Compliance/Code Enforce Wages has decreased and the assistant wages has increased (full-time secretary).
- Highway Department overall increase of 3.78% which includes the COLA and an increase in training. Selectman Ives said they are encouraging employees to get additional training.
- Solid Waste/Landfill increased .58%. This includes COLA and an increase in telephone to bring it closer to what is actually spent.
- Community Action Program asked for an increase from \$5,691 to \$6,000.
- Welfare is up 2.79%. The part-time wage line is down 67.49%, the rent line is up 25%. Selectman Maxfield (Welfare Director) explained that rent is where the most money is spent and rents are up in the area.
- Library budget is up .24%. The Library Director's wages are down 13.63% because there is a new director that isn't making as much as the retired director. FICA/Retirement went down because of that change. Reference materials, cleaning, building maint., elevator maint., nonprint material periodicals, and passes went up. Selectman Ives explained that there are

repairs that need to be made to the building especially to the area around the children's entrance. Selectman Ives said the library is doing an excellent job working with the rest of town in keeping expenses down and their budget in line with everybody else.

- The contingency fund was increased from 10,000 to \$15,000.
- e. Selectman Maxfield asked the audience if he should read the warrant articles aloud. Those sitting in the audience stated that they had a copy and didn't need it read.
 - Article 3 - Selectman Maxfield explained that article 3 is for a skid-steer to replace the one that is at the Transfer Station. They believe that the one they have is 25+ years old and really worn out. He said the money will come out of the Transfer Station Maintenance Expendable Trust Fund.
 - Article 4 – Selectman Ives stated that the road agent went out and got preliminary pricing for a new dump truck; it came in at about \$180,000 so they are asking for that purchase with the funds to come out of the Highway Department Capital Reserve Fund. Selectman Ives explained that this purchase will include the plow, equipment and a stainless steel dump body. Selectman Ives said if the money is approved they will get additional bids before they buy the truck.
 - Article 5 – Selectman Maxfield said they haven't decided which roads they are going to do this year. They are considering School Street and a few other roads. Selectman Maxfield said they will have a decision and the cost for the next budget hearing.
 - Article 06 - Selectman Ives read the following: To see if the town will vote to raise and appropriate the sum of \$75,000 with \$35,000 to be raised by taxes and \$40,000 coming out of the Police operating budget, to hire a Full-time Police Chief. This amount represents the cost from July 1, 2016 to June 30, 2017 after which the position, if approved, will be funded through the Police operating budget. Selectman Ives explained that according to the Town Attorney the Selectmen do not have to go to the town for approval to hire a full-time Chief. He explained that according to their conscience and how things are done in Loudon they want to get the approval of the town's people; that since they voted for a part-time Chief they should have the opportunity to vote for a full-time Chief. Selectman Ives said they reviewed Chief's salaries in the area to come up with the salary that they are proposing. He said this is not the lowest but certainly is not the highest; it falls somewhere in between.
 - Article 07: Selectman Maxfield read the following: To see if the town will vote to adopt the Mount Hope and Moore Cemeteries as Town Cemeteries and instructing the Board of Selectmen to initiate any legal documentation necessary to acquire said Cemeteries. Janice Morin asked if there is money in the budget to take care of the cemeteries. Selectman Ives said there is, plus the cemeteries come with some money. He explained that if the town accepts the cemeteries an audit of their funds will be done and then turned over to the Town's Trustees.
 - Article 08: Selectman Ives read the following: To see if the town will vote to establish a Town History Capital Reserve Fund under the provisions of RSA

35:1 for the purpose of writing a history of the Town of Loudon and to raise and appropriate the sum of \$10,000 to be placed in this fund. Further, to name the Selectmen as agents to expend from said fund. Selectman Ives said this was brought up by the Historical Society and he thinks it is a good idea. He said it's going to cost a lot to get the history written up and books printed; this will be a good start to the fund to get it going. Dustin Bowles asked if this fund will be built up before the project gets started. Selectman Ives said he believes that is the plan.

- o Article 09: Selectman Maxfield read the following: To see if the town of Loudon will vote to raise and appropriate the sum of \$491,500 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 \$30,000

Recreation 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

Self Contained Breathing Apparatus (SCBA) \$30,000

Dustin Bowles asked if they considered changing the amounts going into any of these funds. He said for example with the price of roads, they are not gaining in that fund. Selectman Maxfield said they did look at them. He said they decided to leave the Town Office building money in there for one more year because prices are coming in higher than they anticipated. He said this will be the last year for the Town Office Building Fund. Selectman Ives said they discussed taking some of that money and putting it into other Capital Reserve Funds. Selectman Ives said these Capital Reserve Funds have saved the town thousands and thousands of dollars allowing them to purchase things without bonds and paying interest rates. Dustin Bowles said he wondered how much longer they would need to be putting money into the Town Office fund. Selectman Ives explained that the architect had an engineer doing the plans for the plumbing and electrical systems so that it could go out for contractors in town to bid on; the engineer dropped the ball causing the committee months of time. The committee decided to go with Harry O Electrical because he can design and build it; he is in the process of designing it and giving a quote. Selectman Ives explained that they asked Denron Plumbing, whose owner lives in town, to design and quote the plumbing which has been done. He said things are progressing on the project. Dustin Bowles asked what the town's people can expect at town meeting. Selectman Ives said they can expect a completed budget and a rendering of the building. He said they don't expect to break ground until after town meeting. Selectman Maxfield said the goal is to be in the building by October 1st.

- o Article 10: To see if the Town will vote to raise and appropriate the sum of \$60,000 to be placed in previously established Expendable Trust Funds.

Transfer Station Maintenance Expendable Trust Fund \$20,000

Septage Lagoon Expendable Trust Fund \$10,000
Highway Equipment Expendable Trust Fund \$30,000

- Article 11: Selectman Ives read the following: To see if the town will vote to raise and appropriate the sum of \$4,_____ to defray Town charges for the ensuing year and make appropriations to the same.
 - Article 12: Selectman Ives read the following: To transact any other business that may legally come before said meeting.
- f. Selectman Ives said the revenues are an estimate of what they expect to take in. Selectman Maxfield said tax money is coming in very well this year.

IX. The Board received the following reminders:

- a. Wednesday, January 20 through Friday, January 29 is the timeframe for filing for candidacy.
- b. Thursday, January 21 is a Planning Board meeting.
- c. Friday, January 22 at 2:30 is a meeting at the elementary school to discuss the February 9th election location.

X. The Board recognized Bob Fiske from the audience. Mr. Fiske stated that he has grave concern about voting being held at the Elementary School; he wouldn't have a problem if the kids weren't at school but if they are he has concern for their safety. Selectman Ives said they are having a meeting on Friday with police, fire, school and selectmen to discuss that. Selectman Ives said the change to the school was proposed due to the expected turnout for the primary and being the time of the year where having people stand outside could be a safety concern for things like hypothermia. Selectman Ives said the Fire Station is an option but the trucks outside would have to be left running all day so pumps won't freeze up. Selectman Ives said he won't discuss the safety procedures being put in place and personally feels that one of the biggest safety concerns he has is the people discussing it on Facebook and on the internet. Mr. Fiske said he wants to go on the record as saying he is totally against voting at the school. Dustin Bowles agreed with Mr. Fiske. Selectman Ives said these concerns will be brought up at the meeting on Friday.

XI. Selectman Maxfield moved to adjourn at 7:25 PM. Seconded by Selectman Ives. All in favor. Motion carried.

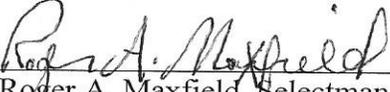
LOUDON BOARD OF SELECTMEN



Robert P. Krieger, Chairman



Steven R. Ives, Selectman



Roger A. Maxfield, Selectman