

Selectmen's Meeting Minutes

Tuesday, January 30, 2007

Present: Selectman Bowles, Maxfield, and Ives.

Also present: Police Chief, Code Enforcement/Compliance Officer Bob Fiske, Fire Chief Jeff Burr, Deputy Chief Rick Wright, and Road Agent David Rice.

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

- I. Selectman Maxfield moved to approve the Selectmen's Meeting Minutes of Tuesday, January 23, 2007 as presented. Seconded by Selectman Ives. All in favor. Motion carried.
- II. The Board met with Police Chief, Code Enforcement/Compliance Officer Bob Fiske.
 - a. Mr. Fiske presented the Board with a revised sign permit application for their review. Selectman Ives discussed the banners that are left up for long periods during the summer. Mr. Fiske stated this permit allows for the special events banners/signs to be up one week before and one week after a specific event. Mr. Fiske also stated that this permit would be for all signs within the Town of Loudon, not just for special events. Selectman Ives moved the adoption and enforcement of the sign permit application presented by the Loudon Code Enforcement Office for special events signs/banners as well as all home occupation signs. Seconded by Selectman Maxfield. Chairman Bowles asked that the Planning and Zoning Board each get copies of the new permit application. All in favor. Motion carried.
 - b. Chairman Bowles stated for the record that five pistol permits were submitted for signature and approval.
- III. The Board met with Fire Chief Jeff Burr and Deputy Chief Rick Wright.
 - a. The Board reviewed copies of a memo from Chief Burr regarding the meeting room at the Fire Station. Discussion ensued regarding the meeting room schedule for the Community Building and advising Mrs. Little that she should contact the Town Office for availability of the Community Building. It was also discussed that depending on availability and the type of trainings needed by the CERT Team, Chief Burr will do what he can to help with trainings and accommodations if the other Town Buildings are unavailable. Selectman Ives will contact Mrs. Little with the Board's recommendation to hold the monthly or bimonthly meetings at the Community Building.
 - b. Chief Fiske asked what the function of the CERT Team was. Selectman Ives stated it is an acronym for Citizens Emergency

Response Team and they are trained in certain areas to assist the Police, Fire, Highway, and Emergency Management members with some of the smaller tasks during an emergency event. Chief Fiske asked who has the authority to activate the CERT Team relative to any costs associated with it. The Board stated it is their understanding that the CERT Team is strictly a volunteer group. Selectman Maxfield discussed the Emergency Operations Plan update that was needed in order to be able to obtain FEMA money and grants. Chief Fiske asked who would have the authority to open the Emergency Operations Center. Selectman Maxfield said it would be the Emergency Management Director. Chief Fiske asked if there is a job description that goes along with the title. Chairman Bowles said he has been working on getting some of the questions answered and said there may need to be a meeting with all of the parties involved to get this worked out. Chairman Bowles said he has talked to Chris Pope at the State to get some answers to these questions. Selectman Ives said that the CERT Team is a portion of Emergency Management and since it is a new program, he feels that it will be up to all the departments to decide if they need to open up the EOC. Selectman Maxfield said he felt the Emergency Management Director can open up the Emergency Management Operations Center if she sees a need and asked Chairman Bowles to contact Mr. Pope again.

- IV. The Board met with Road Agent David Rice.
- a. Mr. Rice advised the Board the Highway Crew would be working on scraping ice; they have been working at the Garage and painted the bathrooms. Mr. Rice advised the Board that the ceiling tiles at the Highway Garage need to be replaced and that he would like to do the lunch area at the same time. Discussion ensued regarding looking at different materials to be used.
 - b. Mr. Rice advised the Board that the Highway Crew had been working on building barricades to replace ones that had been broken up during the floods. He stated that he would be ordering the slash tape for the barricades, which is quite costly.
 - c. Selectman Ives read a portion of the Emergency Operations Manual relative to the coordinated effort of the Emergency Management Director, Police, Fire, Road Agent, and Selectmen to determine what level of operation to open at during an emergency event. Selectman Maxfield said that this program is in its beginning stages and he is glad that the Town has it. Chairman Bowles said based on the EOP, no one person will be making the determination to open the EOC.
 - d. Chairman Bowles discussed cutting brush throughout Town, especially on Clough Pond Road.
- V. The Board met with Mike O'Brien and Rick Broider of LYAA.

- a. Mr. O'Brien introduced Mr. Broider as the newly elected President of LYAA for a two-year term. Mr. O'Brien provided the Board with copies of their income/loss statement for the LYAA programs. Mr. O'Brien stated the current focus is on baseball and soccer programs. He advised the Board that the concession stands helped generate income which helps pay for referee fees and such.
- b. Mr. Broider stated that LYAA would like to ask the Board to consider placing a Warrant Article on this year's Warrant relative to funds for safety upgrades to the Recreation Field. He said one project is for dugouts to be built, and the other is for a buried fence along the left side of the field. Mr. Broider said that there is a lot of equipment that is lost and the kids have to go down into the woods to retrieve the items. Selectman Maxfield asked if it was only for the recreation field in the Village. Mr. Broider said it was. Mr. Broider provided the Board with diagrams of what LYAA is proposing. He said the cost figures were for materials only, as there are many volunteers willing to help with this project if it is approved. The quote for both projects is \$7,850.00. Discussion ensued regarding money allocated in the budget for LYAA. Mr. O'Brien stated the money budgeted from the Town goes to paying for the Little League gear. Selectman Maxfield said he thought this request could go into the budget versus being a Warrant Article. The Board said that LYAA would need to be ready to explain their request if anyone were to question it during the budget process or Town Meeting. The Board agreed that since this was a one-time allocation for improvement to the field they felt it could be included in the budget. Mr. O'Brien said that LYAA would put together packets of information to have available at Town Meeting. Chairman Bowles asked that a representative of LYAA be at the budget hearing on Wednesday, February 7, 2007 at 7:00 PM to answer any questions anyone may have. Mr. Broider said he would be able to attend.

- VI. The Board began their review of weekly correspondence.
- a. The Board received a reminder of upcoming meetings.
 - b. The Board reviewed two abatement questions. Discussion ensued.
 - c. The Board received invitations for the CERT Team graduation.
 - d. The Board received information from Emergency Management Director Sigrid regarding upcoming training.
 - e. The Board received copies of a letter from Downeast Maintenance regarding the Town Office and Community Building cleaning. The Board will address this at the budget hearing on February 7, 2007.
 - f. The Board received official notice that Jamie Dow will be our auditor at Revenue Administration for 2007.
 - g. The Board received a notice of resurfacing of Route 129 from DOT.
 - h. The Board received the ESMI compliance report for December.

- i. The Board received copies of correspondence from town counsel regarding a recent court decision.
- j. The Board received copies of a letter from R. M. Piper Inc., regarding the Village Dam project.
- k. The Board received a request from the City of Dover to institute a resolution regarding the town's representation on the Board of the NH Retirement System.
- l. The Board received a notice of a workshop on Economic Development.
- m. The Board received a news release from the Executive Council District 2, a newsletter from the National Flood Insurance Program, Legislative Bulletin #6, and information on various road workshops.
- n. Selectman Maxfield moved to authorize the Chairman to sign the agreement with The Louis Berger Group Inc., for proposal of Professional Engineer Services - January 2007 to June 2008 for Post Closure Monitoring for the Town of Loudon Sanitary Landfill and Septage Lagoons with the breakdown in costs: The Louis Berger Group Inc., \$15,200.00, Eastern Analytical Inc., \$9,189.80. Seconded by Selectman Ives. All in favor. Motion carried.

Selectman Ives moved to adjourn the meeting at 7:51 PM. Seconded by Selectman Maxfield. All in favor. Meeting adjourned.

THE LOUDON BOARD OF SELECTMEN

Dustin J. Bowles, Chairman

Roger A. Maxfield, Selectman

Steven R. Ives, Selectman