

SELECTMEN'S MEETING MINUTES WEDNESDAY, FEBRUARY 1, 2006

**PRESENT: Selectmen Maxfield, Bowles and Little.
Also present was Road Agent David Rice.**

Chairman Maxfield called the meeting to order at 6:30 P.M.

- I. Selectman Little moved to accept the Selectmen's Meeting Minutes of Tuesday, January 24, 2006 as written. Second by Selectman Bowles. Selectman Little noted that he had made a correction to the date at the beginning of the minutes to read 2006 instead of 2005. All in favor. Motion carried.
- II. Chairman Maxfield noted that the next item were the Selectmen's Meeting Minutes of Friday, January 20, 2006 with a representative of the H. L. Turner Group and Robert Ordway. Dustin Bowles moved to accept the Selectmen's Minutes of the January 20, 2006 meeting as written. Second by Selectman Little. All in favor. Motion carried.
- III. Chairman Maxfield stated that the Board had before them an appointment paper to appoint Gregory G. Wells to the position of Assistant Director of Emergency Management. Selectman Little moved to appoint Gregory G. Wells to the position of Assistant Director of Emergency Management. Second by Selectman Bowles. Chairman Maxfield noted that the new director of Emergency Management and that she is doing an exceptional job. All in favor. Motion carried.
- IV. The Board met with Road Agent David Rice. Mr. Rice said that every thing seems to be going as usual for this time of year. Mr. Rice said the crew will be filling potholes on both tar roads and dirt roads where needed.
- V. The Board met with Elmer and Marilyn Green to discuss a replacement-building permit. Mr. Green said he wants to remove the barn and construct a new house in its place and then tear down the existing house on the parcel. Chairman Maxfield stated that a bond would need to be established to cover the demolition costs; a fee would be required for the town's attorney to draft an agreement between the Town and the property owner. Selectman Bowles advised the Greens that they would only have 12 months to complete their project. Chairman Maxfield said the Selectmen would confirm the fee to prepare the agreement with town counsel.
- VI. The Board began their review of weekly correspondence.
 - a. The Board acknowledged a request from Police Chief Bob Fiske to designate School Street to be one-way traffic in a southeasterly direction between the hours of 8:15 A.M. to 9:15 A.M. and 3:00 P.M. to 4:00 P.M. beginning March 8, 2006 for the duration of the construction at the elementary school. Chief Fiske also requested that proper signage containing this information be erected. Selectman Little moved to adopt Chief's recommendation as presented. Second

- by Selectman Bowles. Selectman Little asked if March 8 was the starting date of the construction. Selectman Bowles said the start date could be adjusted if needed. It was also stated that the direction would be from Oak Hill Road to Village Road. All in favor. Motion carried.
- b. The Board received a memo from Jean Lee regarding Town Report and Budget questions. The Board agreed that Deborah Kardaseski's name would be included as a Selectman under Town Officers. They also agreed that the Cooperative Extension Report would not be included in the Town Report.
 - c. The Board received a memo regarding the Recreation Committee Winter Carnival scheduled for February 11.
 - d. The Board received correspondence regarding requirements for Hill Top Drive as well as Terry Drive. Roy Merrill said the Town has not required a construction bond on a Class VI road in the past. The Selectmen agreed that no bond would be required to upgrade a Class VI road provided that an inspection takes place prior to the issuance of a certificate of occupancy. Mrs. Lee was directed to draft a memo to the Code Enforcement Officer relative to this decision.
 - e. The Board received a memo from Bob Fiske requesting approval to submit a permit application for the proposed mosquito control program. Selectman Little stated that the Town does have to apply for a permit. There is no cost to the Town to apply for the permit. Mrs. Lee was directed to inform Mr. Fiske to go forward with the permit application
 - f. The Board acknowledged the receipt of a letter from Michael Harris regarding the warrant article for mosquito control. Selectman Little said it was unfortunate that Mr. Harris was not at the public hearing as the fact that the program is not aerial spraying. Chairman Maxfield asked Selectman Little to call Mr. Harris and explain that there would be no aerial spraying. Selectman Little said he would contact Mr. Harris.
 - g. The Board received an opinion from town counsel regarding landowner's responsibilities to maintain access to their driveways. The Board will sign the letter to Ms. Maratea at their February 7 meeting.
 - h. The Board received a copy of new rules from Department of Environmental Services regarding public beaches. These rules take effect immediately. The Board will take this under advisement at this time. Chairman Maxfield read the requirements for signage if portable radios or telephones are not available at the site. Mr. Jones was recognized from the audience and asked if this would be considered to be an unfunded mandate. This memo will also be forwarded to Bob Fiske.
 - i. The Board acknowledged a letter from Shirley Gowing regarding drainage problems on Berry Road.
 - j. The Board reviewed past due ambulance bills.

- k. Chairman Maxfield announced that the deadline for petition warrant articles to be submitted is Tuesday, February 7. The Merrimack Valley School District will hold a public hearing on their warrant articles Wednesday, February 8 at 7:00 P.M. at the High School. The final budget hearing for Loudon's budget and warrant articles is Thursday, February 9, 7:00 P.M. at the Community Building.
 - l. Selectman Little moved to forward the following past due ambulance bills to collection: Account #1752 in the amount of \$633.52, #31576 \$449.44, #21338 \$670.52, #31586 \$432.44, #31752 \$645.02, and #30813 \$65.35. Second by Selectman Bowles. All in favor. Motion carried.
- VII. The Board discussed a proposal from Cartographic Associates to re-map the town, over a three-year period. The Board is contracted with this firm to maintain the current maps but feels that an entire re-mapping project is not necessary at this time. This proposal will be taken under advisement at this time.
- VIII. The Board met with Fire Chief Jeff Burr.
- a. Chief Burr presented the Board with a proposed increase in the base rate for ambulance billing fees. This change is needed to coincide with changes in the amounts Medicare will cover. Selectman Bowles questioned the date on the form. This will be corrected to read January 1, 2006.
 - b. Chief Burr reported that he had met with the NH Department of Labor regarding the fire department payroll issues. He provided the information that will be given to each employee. He said it was suggested to him that each employee sign an acknowledgement that they have received this information. Selectman Bowles asked Chief Burr if was going to meet with his personnel to review this material. Chief Burr said he was.
 - c. Selectman Little asked if Chief Burr had contacted Comcast regarding the Broadband connection. Chief Burr said that he had, the paperwork has been completed and faxed back to Comcast. Selectman Little asked if his budget would need to be adjusted. Chief Burr said he would look at this again to ensure enough monies are budgeted. It was also suggested that Chief Burr speak with Chief Fiske regarding a shared drop from Comcast with firewall protection.
 - d. Selectman Bowles said he cannot emphasize enough the need for Chief Burr to communicate to his personnel the new requirements for submitting payrolls, especially the forestry personnel. The employees must be very clear in what is required of them and Chief Burr needs to work with the employees on this issue.
- IX. Chairman Maxfield stated that he is in possession of a docket for superior court regarding the Town's litigation against Lee Eddins of C & S Engineering Inc. to obtain the 2005 Tax Map material. Selectman Little moved to authorize the Chairman to sign the docket as presented. Second by Selectman Bowles. All in favor. Motion carried.

- X. Chairman Maxfield moved to enter into an executive session with Fire Chief Jeff Burr to discuss a personnel matter. Second by Selectman Little. Roll Call vote, Selectman Little yes, Selectman Bowles yes, Selectman Maxfield yes. Motion carried. Chairman Maxfield noted that the Board adjourned the executive session with Fire Chief Jeff Burr at 8:44 P.M. The purpose of the executive session was to discuss administrative and personnel matters for the fire department. Chairman Maxfield moved to seal the minutes of the executive session until February 1, 2011. Second by Selectman Bowles. All in favor. Motion carried.
- XI. Chairman Maxfield acknowledged Al Jones from the audience. Mr. Jones said that he would like to see the Town purchase their insurance a little differently and reviewed the multi-facet discounts available if all insurance was purchased through one carrier. He asked that the Board review this material and contact him if they are interested in obtaining a quotation. Selectman Bowles moved to adjourn at 8:50 P.M. Second by Selectman Little. All in favor. Motion carried.

LOUDON BOARD OF SELECTMEN

Roger A. Maxfield, *Chairman*

Dustin J. Bowles, *Selectman*

David M. Little, *Selectman*