

## Selectmen's Meeting Minutes

Tuesday, June 12, 2007

**Present: Selectman Maxfield, Ives, and Bowles.**

**Also present: Planning Board Chairman Tom Dow, Zoning Board Chairman David Powelson, Police Chief, Code Enforcement/Compliance Officer Bob Fiske, and Deputy Fire Chief Rick Wright.**

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

- I. Selectman Ives moved to approve the Selectmen's Meeting Minutes of Tuesday, June 5, 2007 as presented. Seconded by Selectman Bowles. All in favor. Motion carried.
- II. Chairman Maxfield opened the Board of Permit.
  - a. Bob Fiske presented a Hawker's and Peddler's Permit for Speedway Sports Park owned by Harry Franssen. Mr. Fiske stated the paperwork is in order and there are no changes from what has been approved in the past.
  - b. Mr. Fiske presented a Hawker's and Peddler's Permit for Sprint/Nextel COW Tower at Sunnyside Maples. He said the only issue is that the mast, when extended, should not hit the high-tension wires if it should topple over. All the paperwork is in order. Mr. Fiske stated there is a stipulation that the mast must be lowered during the four weeks between the Nextel Cup Race events, and the unit is removed within one week after the Fall race.
  - c. Mr. Fiske discussed the request from Lazy Pines Enterprises to make an apartment in the basement of the office building. Mr. Fiske discussed the zoning requirements and the conversation he had with Mr. Cowan. He stated the reason he is bringing it back to Board of Permit is that he is not sure if it is cut and clear with the zoning on Mobile Home Parks. Chairman Maxfield said he does not like the idea because he feels they are using separate areas to make the 3-acre amount required for zoning. Selectman Ives said he agrees that he does not like the idea. Mr. Dow said he felt the regulations do not allow for this. The Board agreed that they stand by their decision to not allow this.
  - d. Mr. Fiske discussed the ESMI/Levi Ladd gravel pit on South Village Road. Mr. Fiske said that Mark Aubrey of ESMI has contacted him regarding the possible purchase of Levi Ladd's gravel pit to mine the remaining gravel/sand. Once the mining is complete, ESMI would like to use treated soil from ESMI to reclaim the gravel pit. Mr. Fiske

stated the use of ESMI treated soil has been limited to Commercial property, with the exception of Greenview Drive. Mr. Aubrey was inquiring which Board he needed to speak with to find out how to proceed. Chairman Maxfield stated he felt Mr. Aubrey needed to see the Planning Board, as did Currier Roads Holdings on Currier Road. Mr. Dow said that property is very close to the river. Selectman Bowles said during the last three floods the river has backed up onto Mr. Ladd's property. Discussion ensued regarding the property being in the Village District, not the Commercial District as well as which Board Mr. Aubrey would need to meet with. Mr. Fiske was instructed to have Mr. Aubrey meet with the Zoning Board first.

- e. Mr. Dow discussed the parking permit for Speedway Convenience Store. He said that a parking permit was renewed in February as had been done in the past. Mr. Dow inquired if there were concerns regarding the parking permit for this site. Mr. Fiske said that when he discussed the Hawker's and Peddler's Application for this site last month there was concerns regarding parking. Discussion ensued regarding having the vendors onsite and parking issues due to all of the vendor spaces as well as a history of issues with people parking on the side of Route 106 to access the vendors. Mr. Fiske stated it is the same square footage utilized for the vendors as in the past. Mr. Dow stated there is no signed permit in the file nor is there a State Driveway Permit on file. Mr. Dow asked if the parking permit had ever been revoked for this property. Mr. Fiske said that this property was one of the last ones to be allowed to have both the parking and vendors. Mr. Dow said he felt that not all of the information was in order for this property. Mr. Fiske asked what the Board wanted to do. Discussion ensued regarding the enforcement issues with this site and fire lanes. The Board agreed that if the State Driveway Permit is not received and the parking permit requirements were not met, there would not be any approval for parking. The Code Enforcement Officer will be keeping an eye on the location to be sure that there are no safety issues and all requirements are met. If there are violations, the parking permit will be revoked and the property owner will be required to meet with the Planning Board.
- f. Selectman Bowles talked about reopening School Street for two-way traffic. Mr. Fiske said he had contacted Fred Regan of Merrimack Valley School District regarding the issue. He said he felt that since school will be out next week it should wait until school is out before returning to two-way traffic. The Board thanked the residents of School Street, Lovejoy Road, and Oak Hill Road for their patience during the construction. It was discussed that the speed limit will be strictly enforced and the Officers will patrol the area.

Chairman Maxfield closed Board of Permit and reconvened the Selectmen's Meeting.

- III. Selectman Bowles moved to appoint Amanda Masse and Jennifer Pfeiffer to the Loudon Recreation Committee with the appointments to expire on March 31, 2008. Seconded by Selectman Ives. The Board thanked Mrs. Masse and Mrs. Pfeiffer for their interest in the Recreation Committee. All in favor. Motion carried.
- IV. The Board met with Police Chief, Code Enforcement/Compliance Officer Bob Fiske.
- a. Mr. Fiske presented the Board with two appointment papers for Special Duty Police Officers for the NHIS Race Event. Selectman Ives moved to appoint Special Duty Police Officers per the list presented by Police Chief Bob Fiske for June 23, 2007 through July 2, 2007, and September 8 – 17, 2007 for two NASCAR Race events. Seconded by Selectman Bowles. All in favor. Motion carried.
  - b. Chairman Maxfield stated for the record that four pistol permits were submitted for signature and approval.
  - c. Mr. Fiske discussed the Rhodes Motor Sports Motorcycle Dealer Plate application through the State. He stated this application is a correction as the original one should have been for a dealer and inspection station, but was only listed for the dealer. Selectman Ives moved to authorize the Chairman to sign the authorization for a motorcycle dealer/inspection station for Rhodes Motor Sports of 575 Route 106 North in Loudon. Seconded by Selectman Bowles. All in favor. Motion carried. Discussion ensued regarding the approximate number of motorcycles for sale on the premises.
  - d. Mr. Fiske provided the Board with an Office copy of the Radar Grant.
- V. The Board met with Deputy Fire Chief Rick Wright.
- a. Deputy Wright advised the Board that the new Tanker Truck has been delivered. He stated that personnel with their commercial driver's licenses are being trained on the proper procedures and once they have been trained, the Tanker Truck will be in full service.
  - b. Selectman Ives stated that the insulation in the Safety Building is being repaired.
- VI. The Board met with Walter Howard of the J. O. Cate Van Committee.
- a. Mr. Howard said he was meeting with the Board to find out what needs to be done to get the building to house the Van finished. Chairman Maxfield said that the door needed to be ordered as well as the furnace before the end of the Fiscal Year so the money can be encumbered. It was discussed that more lumber has been cut and is ready for use. Discussion ensued regarding the bid process. Chairman Maxfield said the building would be complete before the first snowfall. Mr. Howard said he was concerned about the money and wanted to be sure that the project could be completed. Chairman

Maxfield said the Board would get the bid information out within 7-10 days. Mr. Howard said that if he or anyone on the Committee could do anything to assist the Selectmen, they would. The Board said that they would have bid specs together by next week's meeting. The Board thanked Mr. Howard and the Volunteers for their hard work.

- VII. The Board began their review of weekly correspondence.
- a. Selectman Ives moved to have the Board of Selectmen sign the Conservation Easement Deed for Meurig and Rosann Davies, Tax Map #025, Lot #007, 1155 Route 129, Loudon, NH 03307. Seconded by Selectman Bowles. All in favor. Motion carried. Notary Donna White notarized the Board's signatures.
  - b. Selectman Ives stated that he has found out that Creek Water Lane is listed on the E-911 Maps as "Creek Water Lane", which is what was voted on by the Selectmen.
- VIII. The Board met with Tracy Dow to discuss her NHIS/Town of Loudon Scholarship Application.
- a. Mrs. Dow stated she applied for a 2007 NHIS/Town of Loudon Scholarship and received a letter from the Selectmen advising her that she was not eligible for an award. She said there was nothing on the application that required her to submit paperwork proving she is a full-time student. Mrs. Dow went on to say that she has quit her job to be a full-time student in the Fall. Chairman Maxfield stated that for approximately the first ten years the Scholarships were awarded to High School graduates only, then College students were given the awards as continuation from the High School graduates. He said that the Bahre Family has given the Town the funds and asked that the Selectmen and Scholarship Committee oversee the distribution of the funds. Chairman Maxfield said the Scholarship Committee had agreed that Mrs. Dow's application would be denied because she was not a continuing student from High School to College. Mrs. Dow asked why that information was not included in the application. Chairman Maxfield said that it was not, but the applications are going to be rewritten so that they are extremely clear. Mrs. Dow said that should be done for next year. Chairman Maxfield said he is going to be talking with Mr. Bahre and it is his opinion that the Scholarships go back to High School students only. He said there are almost 50 College students applying for the Scholarships. Mrs. Dow said that the current application and qualifications is what they should be basing their decision on. Selectman Ives said that the transcript that Mrs. Dow included in her application was for being a part-time student, not a full-time student. Mrs. Dow said she was a part-time student this past year, but the application is for next year and she will be a full-time student just like the High School Students. Selectman Ives said that Mrs. Dow had to be a full-time student last year. Mrs. Dow said

that is not stated on the Scholarship Application, it says you are going to be a full-time student with a minimum of 12-credit hours, it does not state that you needed to be a full-time student previously. Chairman Maxfield stated the Committee has always given the awards to continuing students. He said the applications would be re-written so they are very clear that it is for continuing students. Mrs. Dow said that should be written for next year, but she is asking about right now. Chairman Maxfield said they apologize. Mrs. Dow asked if that meant that she was out of luck. Chairman Maxfield stated the money is earmarked for each student and has been divided up already. Mrs. Dow said, "So, nobody backs out of going to College ever, and it has always been the same people getting the award?" Chairman Maxfield said as near as he could remember, yes. Mrs. Dow said then the application should say that unless you have received money previously, you don't qualify. Mrs. Dow said she thinks she was misled. Chairman Maxfield apologized. Mrs. Dow asked how that helps her now that she is going to school. She said she feels that she qualifies based on the application and does not think that this is right. Mrs. Dow said she would talk with the Bahre Family. Chairman Maxfield said he felt Selectman Ives was correct that a current transcript needed to be included. He said it says on the application you must have completed 12-credit hours to be a full-time student and they have always said it had to be continuous. Mrs. Dow said it does not say that in the application and she would be willing to go over the application word for word and she could show the Board how she qualifies for an award. She said if the Committee is going to change it, they need to have it in the application. Chairman Maxfield said they would be changing the application. He said he has already drafted the changes for next year's application. Mrs. Dow said that was good that they were changing the application, but it should be for next year, not now. She said the current application does not say that you have to be a previous full-time student; it says you need to attend full-time in the future, not previous. Chairman Maxfield said that potentially there could be many people who apply for the awards, but because the funds are at \$60,000.00, they would not be able to accommodate everyone who applies. Mrs. Dow said she understood that the change should be made in the future, but based on the current application she meets the qualifications for an award. Mrs. Dow said the Committee needed to re-write the application to say for High School students, and College students that have been previously attending full-time. She said she qualifies based on everything the application asked for and she said she feels she deserves some money. Selectman Ives said the award is based on a point system and each member of the Scholarship Committee takes the applications home and reviews them, scores them and then the Committee meets to compare notes and divide the awards, it is not black and white. Mrs. Dow said she had contacted the Town

Office and asked what she needed in order to apply. She asked why she was not told at that point that she had never received money, so she was not eligible. She said she thinks it is wrong to change the rules now, after the applications had been accepted. Chairman Maxfield said they have been consistent with how the Scholarships have been awarded for many years. He said they would make it absolutely, positively clear, as to how they can receive scholarship money. Chairman Maxfield said he was planning to talk with the other Selectmen this evening to make the change to only High School Seniors being awarded the money from now on. Mrs. Dow said that does not help her, it should have been fixed before the applications went out. Selectman Ives said there was another individual that also did not receive an award. Mrs. Dow asked what they were going to do for her now. Chairman Maxfield said nothing. Mrs. Dow said the Board should make the application what it should be because she was relying on getting an award. Chairman Maxfield said there are five Committee members.

- IX. The Board continued their review of weekly correspondence.
- a. The Board received a memo from Office Assistant Bonnie Theriault regarding the E-911 Map acceptance, Cross Brook Road update, and a reminder of the Merrimack Valley High School Awards Night.
  - b. The Board received the Emergency 911 Map System acceptance information for signature. Selectman Ives moved to sign the Emergency 911 Map System Acceptance letter from State of NH Department of Safety for E-911 Maps updated as of May 23, 3007. This information is confidential and not subject to the Right-To-Know Law, and the Board agrees to keep the information confidential and the maps are not for general use. Seconded by Selectman Bowles. All in favor. Motion carried.
  - c. The Board received copies of ESMI's Type 1B Permit Modification Application.
  - d. The Board received a memo from Bob Fiske regarding Special Duty Pay. Discussion ensued regarding the pay increase Janice Morin received last year for Special Duty. Selectman Bowles said that he felt the pay increase from last year was sufficient. Selectman Ives said that he voted against the increase last year and he got a lot of flack for his decision and he is not going to stand in the way this year. He said the Fire Department got a raise and it is not costing the Town anything, it is Special Duty pay, but he would not make a motion for it. Selectman Bowles said he knows the work that Ms. Morin does and there is no question that a lot goes on and there is a lot to keep track of, but he feels that it was addressed with the raise that was approved last year. Chairman Maxfield moved to approve the Special Duty pay increase for Janice Morin to \$37.00 per hour. Seconded by Selectman

- Ives. Selectman Ives and Maxfield in favor. Selectman Bowles opposed. Majority vote in favor. Motion carried.
- e. The Board received weekly expenditure reports for review.
  - f. The Board received copies of the Union Cemetery Association for review and approval. Selectman Ives said that the bill for the Cemetery maintenance has increased by \$275.00 and the budget was not increased to cover this expenditure, which remained at \$800.00. Discussion ensued regarding Cemetery maintenance, Trust Funds, and budget lines. Selectman Ives moved to take \$225.00 out of Highway Department Parks Maintenance Supplies line # 01-43119-800-844 to combine with the \$800.00 from Cemetery account #01-41951-400-490 for a total of \$1,020.00. Seconded by Chairman Maxfield. Selectman Bowles stated he felt that it would have been a better idea to take this money from the contingency fund and not to take it from the Highway Department line. Selectman Ives and Maxfield in favor. Selectman Bowles opposed. Majority vote in favor. Motion carried.
  - g. The Board received notification that Volunteers of America will be holding an update meeting in the Community Building on Wednesday, June 20, 2007 at 10:00 AM.
  - h. The Board received the notification letter from Harry Franssen regarding overnight parking as required by the Planning Board.
  - i. The Board received copies of the check received from the Town of Gilmanton for snowplowing services.
  - j. The Board received copies of an abutter notice from the Planning Board.
  - k. The Board received copies of the NHMA Legislative Bulletin #24.
  - l. The Board received copies of an e-mail received from Emergency Management Director Sigrid Little regarding FEMA reimbursement for snowplowing during the April 2007 event.
  - m. The Board received an invitation from Central NH Regional Planning Commission to attend their Annual Meeting.
  - n. The Board received the Drug and Alcohol Policy amendment to the Personnel Policy brought back from last week. Selectman Bowles moved to approve the amendment to the Town of Loudon Personnel Policy and Procedures to include the Town of Loudon New Hampshire Drug and Alcohol Policies and Procedures as Appendix B. Seconded by Selectman Ives. All in favor. Motion carried.
  - o. Discussion ensued regarding the bid specs to be drafted for the J O Cate Memorial Van building as well as the furnace at the Town Hall.
  - p. Selectman Ives stated the Board received a letter last week from the State of NH Department of Safety Division of Fire Standards and Training regarding requirements for full-time Fire Fighter positions. Fire Fighter Pearson Souther is currently enrolled in the C2F2 Class, has passed his CDL test, needs to take the practical test, and is enrolled in the EMT-I Class that will meet all of his requirements for continued

employment. Mr. Souther was hired January 3, 2007 and has one-year to accumulate all of his certifications.

- q. Chairman Maxfield stated he wanted to discuss making the changes to the Scholarship program. Selectman Ives said he did not want to take away the College Scholarships, but maybe it could be for the first two years of College for a student with continuous full-time status during those two years. Chairman Maxfield said he felt if the College students are to continue getting a Scholarship, they must be continuing their College education, and have received a High School Scholarship Award. Selectman Ives said he wanted to be sure that the Bahre Family be contacted regarding this before any decision is set. Selectman Bowles stated it is his understanding that in the past, College students who had not been continuing education from High School had received Scholarship Awards. He said that if the Committee wants to make a change, that is fine with him, he just feels that it should be done before the applications go out. Discussion ensued regarding the number of applicants that apply. Selectman Ives said that the three Selectmen do not make all the decisions relative to the Scholarship money, as there is a Committee with two other members who should also have a say in what takes place. Chairman Maxfield said the Selectmen are the ones who select the Committee members and the Selectmen are the ones who make the policy. He said if the decision is to stay status quo the application needs to be changed to be very specific. Discussion ensued regarding the possibility of changing the process to have it be for two years of continuous full-time College status if they received the first award as a High School Senior. Chairman Maxfield said he would talk with the two other Committee members as well as the Bahre Family. Selectman Ives and Bowles said they would like to see that the students continuing in College have an opportunity to receive an award. Chairman Maxfield said he would make the changes to the College Scholarship Application. Roy Merrill gave his opinion that the awards should go to the High School Seniors and it would save on paperwork. Discussion ensued regarding how the money could be distributed. Chairman Maxfield stated that the money goes to the Colleges and if a student does not attend the College, the money is returned to the Town to be put back in the Scholarship account. He went on to say that it does not happen very often. Chairman Maxfield said that it would be a good start for the High School students if they received a larger award the first year of school. He went on to discuss the breakdown of the current awards. Discussion ensued regarding Scholarship Awards that are given out in other Towns and School Districts and ways to make changes to the current program. Chairman Maxfield said he would contact Mr. Bahre and approach it with him that the money goes to High School Seniors.

Selectman Bowles moved to adjourn the meeting at 8:17 PM. Seconded by Selectman Ives. All in favor. Motion carried.

THE LOUDON BOARD OF SELECTMEN

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Roger A. Maxfield, Chairman

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Steven R. Ives, Selectman

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Dustin J. Bowles, Selectman