

Selectmen's Meeting Minutes

Tuesday, July 3, 2007

Present: Selectman Maxfield, Ives, and Bowles.

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

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 26, 2007 as presented. Seconded by Selectman Bowles. Selectman Bowles asked if this is where he would make an amendment to a motion from last week's Minutes regarding pay raises, or should he wait until later in the meeting. Chairman Maxfield stated it should be addressed later in the meeting. All in favor. Motion carried.
- II. The Board met with Road Agent David Rice.
 - a. Mr. Rice advised the Board that the Highway Crew has completed the piping of the first section of Clough Pond Road. He said that they need to install one more dropped inlet pipe, which will be put in to cross Old Shaker Road and one more culvert for Clough Pond Road. Mr. Rice said that brush cutting would continue. He stated that the little John Deere Tractor is being worked on.
 - b. Mr. Rice said that patching roads is ongoing and advised the Board that Alan Minery would begin roadside mowing this month.
 - c. Selectman Bowles asked about the catch basin at the end of Flagg Road relative to its height. Mr. Rice said that due to the need to change the approach with Clough Pond Road, the catch basin was put in 6 inches lower than it needs to be. He said that it would be adjusted during the work on Clough Pond Road.
 - d. Selectman Ives discussed the pavement at the Village Dam parking area. He advised Mr. Rice that the dry hydrant needs to be worked on and there is a chance that the pavement might need to be dug up. Mr. Rice said that they could leave the area where the dry hydrant is alone. Chairman Maxfield reminded Mr. Rice that the Town has an easement for this area. He also stated that Mr. Smith had requested a barrel be left at the Village Dam and it appears to have been removed. Mr. Rice said he would place another barrel at this location.
 - e. Mr. Rice reminded the Board that he would be on vacation next week.
- III. The Board met with Fire Chief Jeff Burr.
 - a. Chief Burr advised the Board that the company working on the insulation at the Safety Building appears to be finished. He said that

he would be contacting them to get the official word as to when the work would be complete.

- b. Chief Burr advised the Board that he had met with a representative from DES – Dam Bureau regarding the Dam on the corner of Chichester Road and Ricker Road. He said the Dam had been registered with the State. Chief Burr went on to say that due to the condition of the Dam, DES would treat it as if it were a new Dam application. Chief Burr discussed the culvert on the other side of the road. He stated that the representative of DES advised him, that he should contact the Town’s Engineer to review this site. It was stated that the next closest water source to this area is on Bee Hole Road. Discussion ensued regarding liability, costs associated with rebuilding a new Dam, and ownership. The Board agreed that Chief Burr should have the Town Engineer come out and do a site visit when Chief Burr is back from vacation. Selectman Ives talked about the possibility of putting a cistern in on a piece of Town owned property. Chief Burr stated he is trying to get cost estimates so he would have an idea before budget time.
- c. Chief Burr reminded the Board that he would be on vacation beginning next week. He said Deputy Chief Rick Wright would be in charge.
- d. Selectman Ives said he was impressed with the technology used at Station #2 for the NHIS Race Event last week. He said he was unable to go to Police Station R to view their operations. Chief Burr said there were a lot of State and Regional entities that worked together. Selectman Ives thanked everyone involved.

IV. The Board met with Helen McNeil.

- a. Mrs. McNeil discussed the Arthur McNeil Gazebo at the Recreation Field relative to trees, shrubs, and flowers. She advised the Board that she had spoken with Gary Tasker of Tasker Landscaping, and he gave her a proposal to remove, cut back, and replant new trees or shrubs that will not grow over three feet high. Mrs. McNeil said that Jon Huntington, of Pleasantview Gardens donates the annual flowers that Mr. McNeil’s family and friends plant each year and that the Gazebo has been built and maintained by volunteers, it has not cost the Town very much money over the years. Mrs. McNeil provided the Board with the proposal from Tasker Landscaping. Discussion ensued regarding the proposal, and that the Gazebo has been in place for approximately 13 years. It was noted that Mr. Tasker would be donating his services and the costs associated would be for the material. The Board discussed funding options with Road Agent David Rice. Mr. Rice said he felt that he had enough money in the Park Maintenance budget to cover the costs. The Board agreed that Mrs. McNeil could move forward and the money would come out of the Park Maintenance budget. The Board thanked Mrs. McNeil for

taking the initiative on this project. Mr. Rice stated he also felt that the cupola on the Gazebo needed to be repaired. Selectman Ives moved to authorize the Chairman to sign the contract with Tasker Landscaping in the amount of \$670.00 to landscape the Gazebo at the Recreation Field per the proposal submitted. Seconded by Selectman Bowles. All in favor. Motion carried.

- b. Selectman Ives stated someone from Diamond Signs would be picking up the “Loudon” sign for repair/repainting and have been advised that it needs to be back in place by Old Home Day.

V. The Board met with Dee Dee Maratea to discuss her request for the Board to release her Bond on Berry Road.

- a. Ms. Maratea apologized that the issue had not been taken care of last November when she thought that it had been done.
- b. Chairman Maxfield stated he had spoken with Ms. Maratea regarding the Board’s concerns regarding the riprap. He said he advised her that she would need to take out the riprap and make it concave. Selectman Ives said there are a lot of issues with this property such as the pitch of the driveway (pitched the wrong way) and the catch basin is not in the correct spot which they let slide. He said the banking has not grown sufficient vegetation for stabilization and the hay bales were down in the riprap, which makes the riprap useless. Selectman Ives said it needs to be dug out and put back so it will act as a drainage area down to the catch basin. Chairman Maxfield said the Board needed to advise Ms. Maratea as to how far down it needed to be placed. Mr. Rice advised Ms. Maratea that she needed to build a swale. Selectman Bowles said that Selectman Ives was correct, that they have let a lot go in the process of the whole project. He said they need to have the ditch correct, that the riprap needs to be pulled out, lowered, and a swale needs to be made. Selectman Bowles said Ms. Maratea needed to make it below the pavement so what little water sheets that way due to the misplacement of the pavement and misgrading of the driveway that it will sheet in there instead of run down along beside it and then down across the road. He said it is a hazard and the bales of hay have rolled down there. Selectman Bowles asked about the issue with a boundary marker. Mr. Bossi stated that the boundary marker is in place and he feels it is in the right spot. Chairman Maxfield asked if Selectman Bowles was talking about the bottom to the very top. Selectman Bowles said yes. Chairman Maxfield asked Ms. Maratea how long it would take her to get the issues addressed. Ms. Maratea stated that she has called around and no one is available to do the work immediately. She said that she had spoken with Jay Berwick and Mr. Berwick may be able to get someone to come in with the machine to do the work. Ms. Maratea asked if Mr. Rice wanted to speak with Mr. Berwick or if the Board wanted her to let Mr. Berwick know that the Town wants her to dig out the whole ditch, dig the ditch further, with

all the rocks just below the paved area. It was agreed that Mr. Berwick would speak with the Road Agent directly. Chairman Maxfield stated the Board agreed that the Bond would remain in place until the work is completed to the Town's standards.

- VI. The Board began their review of weekly correspondence.
- a. The Board received copies of weekly expenditure reports for review.
 - b. The Board received copies of the percentage increase in the proposed salaries for July 1, for review. Discussion ensued regarding the increase calculations as well as what discussions had taken place during the budget process. Selectman Bowles moved to amend the proposed Police Department wage increases that was voted on during the June 26, 2007 Selectmen's Meeting. Per the discussions during the budget process that the increased wages were for Officers only, was what the Board was assured. Seconded by Selectman Ives. All in favor. Motion carried.
 - c. The Board received a memo from Fire Chief Jeff Burr regarding a promotion for Fire Fighter/EMT Bill Lake. Selectman Ives moved to approve the promotion of Fire Fighter Bill Lake to Lieutenant with an hourly rate of \$18.15 per hour effective July 1, 2007. Seconded by Selectman Bowles. Selectman Ives stated that Lieutenant Lake has the longest tenure of any of the fulltime Fire Fighters. He said Lieutenant Lake has learned his job and has obtained certification as he has been on the job and is willing to take on more responsibility and administrative duties. All in favor. Motion carried.
 - d. The Board received a memo from Library Director Nancy Hendy regarding a pay increase for Rachel Pender from \$7.75 per hour to \$10.00 per hour. Selectman Ives stated the Board could neither approve the increase nor deny the increase.
 - e. The Board received a memo from Library Director Nancy Hendy regarding pay raises for the remaining Library personnel with increases from 3.5% to 11%. Selectman Bowles said that during the budget process the Board unanimously agreed that the Library personnel would receive the 3.25% increase. He said that Nancy Hendy would receive 3.5% by a majority vote of the Board. Discussion ensued regarding that the Selectmen feel the Library personnel should follow the 3.25% increase with the exception of Nancy Hendy getting a 3.5% increase. Selectman Bowles said the Library Trustees need to work with the budget that was agreed upon. Selectman Bowles moved to approve the 3.25% increase for the Library employees, and a 3.5% increase for Library Director Nancy Hendy as discussed at the budget hearing last December. Seconded by Selectman Ives. All in favor. Motion carried.
 - f. The Board received a copy of the payment from NHIS for Police Details for the Loudon Classic event.

- g. The Board received the Fire Department billing for the Lennox 300 race event for approval in the amount of \$42,781.75. Chairman Maxfield moved to forward the Fire Department bill to NHIS for the June 28 – July 1, 2007 Lennox 300 race event in the amount of \$42,781.75. Seconded by Selectman Bowles. Selectman Ives recused himself from the vote as he worked at the Track during the race, he was called in to fill in for another Fire Fighter who had a conflict and could not make his scheduled time. Majority vote in favor. Motion carried.
- h. Chairman Maxfield discussed RSA 265:60 regarding speed limits. Discussion ensued regarding the speed limit on School Street, the issue with the School Zone speed limit of 20 MPH, and public hearings. Selectman Ives moved to reduce the speed limit on School Street from Oak Hill Road to North Village Road to be 25 MPH during non-school hours, and 20 MPH during school hours. Seconded by Selectman Bowles. All in favor. Motion carried.
- i. The Board received a letter from Town Counsel regarding the Conservation Easement purchase thanking Conservation Commission Chairman Julie Robinson for her hard work on the Easement purchase. The Board agreed and said it was good to have another area of Town with an easement to preserve the land.
- j. The Board received legal correspondence from Town Counsel.
- k. The Board received a copy of the Superior Court decision regarding the Alvin Davis litigation.
- l. The Board received copies of the amended May 24, 2007 ZBA Minutes along with the June 28, 2007 draft ZBA Minutes.
- m. The Board received copies of the May 2007 Cate Van Committee Meeting Minutes.
- n. The Board received Scholarship thank you letters from Steven Jewell, and Robert Buzzell.
- o. The Board received the Executive Council District 2 news release.
- p. The Board received notices from DRA regarding mini courses available.
- q. The Board received two notices from PRIMEX regarding upcoming workshops on the Right-to-Know Law and also the Family Medical Leave and Fair Labor Standards.
- r. Chairman Maxfield said that he visited the State Emergency Operations Center last Friday. He described his visit and stated that it is a beautiful facility. Selectman Ives discussed a request by Fire Chief Jeff Burr for aerial photos during the race event, and received the photos within one hour of the request.
- s. Chairman Maxfield asked about the status of the lightening rods for the Town Tall. Selectman Bowles said the company was working on them last week but he is not sure what the status is at this time.

Selectman Bowles moved to adjourn the meeting at 7:52 PM. Seconded by Selectman Ives. All in favor. Meeting adjourned.

THE LOUDON BOARD OF SELECTMEN

Roger A. Maxfield, Chairman

Steven R. Ives, Selectman

Dustin J. Bowles, Selectman