

Selectmen's Meeting Minutes

Tuesday, July 11, 2006

Present: Selectman Bowles, Maxfield, and Ives.

Also present: Deputy Fire Chief Rick Wright, Police Chief, Code Enforcement/Compliance Officer Bob Fiske, Bob Ordway Planning Board member, and David Powelson, ZBA Chairman.

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

- I. Selectman Maxfield moved to approve the Selectmen's Meeting Minutes of Tuesday, June 27, 2006 as presented. Seconded by Selectman Ives. All in favor. Motion carried.
- II. Chairman Bowles opened the Board of Permit.
 - a. Bob Fiske discussed the Hawker and Peddler's application for Speedway Convenience Store. He stated the application is the same as last year. Discussion ensued regarding the paperwork not being in on time. Chairman Bowles said he felt a letter should be forwarded to the applicant advising them they need to submit all their paperwork in a timely fashion. The Board agreed the cutoff date to submit a Hawker and Peddler's application for the NEXTEL race events will be the second Tuesday in June from this year forward.

Chairman Bowles closed the Board of Permit and reconvened the Selectmen's Meeting.
- III. The Board met with Police Chief, Code Enforcement/Compliance Officer Bob Fiske.
 - a. Chief Fiske presented three pistol permits for signature and approval. Chairman Bowles stated for the record three pistol permits were signed.
 - b. The Board received a memo from Chief Fiske regarding an increase in Special Events pay for Janice Morin. Chief Fiske stated he did not feel an increase would be an issue as the billing would be the same amount as the Special Events Police Officer. Discussion ensued regarding responsibilities. Chairman Bowles said he did not feel comfortable having this come in a few days before the event. He said he would have liked to have gotten it a few months ago. Chairman Bowles said it is not that he feels an increase is not deserved; it is that it comes at the last minute. Chief Fiske said this is not the first time this has been submitted. The Board said they would consider an increase later, just not right before the race. They wanted time to look into it. Roy Merrill asked if the Board would support the request if Bob Bahre gave his approval. The Board said not right now. They want more time to think about it. Selectman Ives said that once the Fire

Department finds out about this it will cause a domino effect. Chairman Bowles said that the Board would have to deal with that if it occurred, but for now he felt they should just deal with this issue. Chief Fiske said he would have no problem with going to Mr. Bahre for his approval; however, he does not feel that is all there is to it. Chairman Bowles said he did not want Bob Bahre to find out about this in the Ledger, or by someone in Town that might not understand the number of work hours or responsibility involved with that position. Chairman Bowles said he would be more willing to see a smaller increase, but agreed that Ms. Morin has many responsibilities. Chief Fiske asked if the Board had a problem with him going to Bob Bahre and discussing this issue with him. He said he would come back to the Selectmen later with the results of the conversation. The Board said they had no problem with it.

- c. Chief Fiske provided the Board with copies of the grant audit report.
 - d. Chief Fiske advised the Board the septic tank at the Police Station has been pumped.
- IV. The Board met with Deputy Fire Chief Rick Wright.
- a. Deputy Chief Wright discussed the Concord Rescue Truck. He stated the paperwork is being drawn up and he believes Chief Burr has offered \$100.00 for the truck. Deputy Chief Wright will keep the Board informed.
 - b. Deputy Chief Wright advised the Board that fire personnel would be stationed at the racetrack beginning on Thursday.
- V. Chairman Bowles said he had gotten an update from the Highway Crew.
- a. The culvert on Shaker Road has been replaced and the swamp is draining. He stated they are going to have to call Mr. Paradise to trap the beavers, as they are becoming more than a nuisance.
 - b. The Highway Crew are working on relining the ditch on Beck Road, and resigning Chichester Road with “Road Closed”, “Bridge Out”, and “Detour” signs as people are ignoring the signs currently in place.
- VI. The Board met with Emergency Director Sigrid Little.
- a. Chairman Bowles discussed the Emergency Management meeting that was held on Friday, July 7, 2006. He stated he felt things went well and discussed the importance of updating the Emergency Operations Plan. Mrs. Little discussed a meeting she had with the NHIS regarding the role Emergency Management plays at the track. Mrs. Little stated she has advised Chief Burr and Chief Fiske that if Emergency Management can be of assistance to their departments they are more than happy to help.
 - b. Mrs. Little stated she had spoken with the 12th Civil Support Team of the NH National Guard and they want to sit down and discuss what supports they can give to the Town in an emergency.
- VII. Chief Fiske said the State of NH Office of Emergency Management Director will be placing a trailer at NHIS and will be on site during the race events. Chief Fiske went on to say that if there was an emergency event, the State

OEM Director is the person who would be making the call on emergency services and resources that are available. Selectman Maxfield asked about the DOT Traffic Control meetings. Chief Fiske said that he had been questioning if the roads could be closed down on Friday or Saturday like they do on Sunday if there was an emergency event. He said he has finally gotten the answer that the State feels they can reroute or shut the roads down within 1 – 1 1/4 hours. Chief Fiske said that other than the discussion of an emergency rerouting or shutdown, all other traffic plans have stayed the same as last year. The Board commended all the departments involved in the race event for their hard work.

- VIII. The Board met with Tony Merullo regarding the subdivision bond for Creek Water Lane.
- a. Mr. Merullo stated he has deposited \$153,000.00 with TD Banknorth and provided a collateral account transfer agreement. He stated that if the Board agrees to sign the agreement no money can be withdrawn from that account without the Boards authorization. Mr. Merullo went on to say that, it is a Money Market Account and within that account, there are a couple of CD's that need to be setup. He went on to say that the account is actually in his sister Denyse Merullo's name as she is the landowner. Discussion ensued regarding how the bank knows no money can be withdrawn from the account without the Boards authorization. Mr. Merullo said by signing the collateral account transfer agreement. Chairman Bowles said that it was his understanding that typically all the money that is put in an account for a bond remains in the account until the work is completed or time is up on the bond. Mr. Merullo stated that with the Money Market Account all the money is tied to the same account and the Money Market Account controls the CD. Chairman Bowles asked what happens with the CD in six months and nine months when they come due. Mr. Merullo said it goes back into the Money Market Account. He said that Darin H. from Primevest through TD Banknorth is available to answer any questions the Board may have. Mr. Merullo stated the Town would receive a monthly statement for their review. Discussion ensued regarding the sale of land and when that sale goes through there will be a request to put \$83,000.00 into a nine month CD and the remaining \$12,000.00 into the Money Market Account to give a total amount of \$248,000.00. The Board thanked Mr. Merullo for coming in.
- IX. The Board began their review of weekly correspondence.
- a. The Board received the final June 30, 2006 weekly expenditure report.
 - b. The Board received the revised plan for Deedee Maratea's driveway. Chairman Bowles stated he had spoken with Engineer Tony Puntin regarding the changes to the driveway plan and Mr. Puntin still has concerns regarding the plan. Discussion ensued regarding concerns for the plan as well as issues with the embankment. Chairman Bowles discussed forwarding a letter requesting a guarantee the work will be

done as well as questioning if the bond in place is enough to cover work. Discussion ensued regarding engineering fees. The Board discussed obtaining a guarantee from Ms. Maratea that she would follow the plan exactly, to include riprap, paving, and be responsible for any erosion that occurs down Berry Road.

- X. The Board met with Tax Collector Helen McNeil.
- a. Mrs. McNeil provided the Board with copies of the properties for tax deeding on August 4, 2006. Mrs. McNeil asked that the Board review the list and give her their decisions on August 2, 2006. Mrs. McNeil will provide the Board with an updated listing on August 2.
- XI. The Board continued their review of weekly correspondence.
- a. The Board reviewed a copy of a letter sent to Deedee Maratea by DES regarding a wetlands complaint.
 - b. The Board received a copy of a disallow letter from DRA regarding a vote at the 2006 Town Meeting. The Board met with DRA last week regarding the emergency spending for the flood damage. Chairman Bowles read the letter into the record as follows “it was discovered that warrant article 9 voted upon in March 2006, must be disallowed. The original article as presented on the warrant was to raise and appropriate \$250,000.00 from the unreserved fund balance to acquire land for the future construction of town offices. At the town meeting however, an amendment was introduced to raise and appropriate \$250,000.00 for the unreserved fund balance for the construction of a town office building with said funds to be placed in the capital reserve fund for Town Office Building. Per RSA 39:2 the subject matter of all business to be acted upon at the town meeting shall be distinctly stated in the warrant, and nothing done at any meeting...shall be valid unless the subject thereof is so stated. The stated purpose was to acquire land for the future construction of town offices, not to place the funds into a capital reserve fund for Town Office Buildings. As a result of this discovery, the \$250,000.00 raised and appropriated from the unreserved fund balance is disallowed and will remain in the unreserved fund balance. Your total appropriations raised for tax year 2006 is now \$4,984,939.00. I am sorry for any inconvenience this may cause you and also for the lateness of the discovery”. Chairman Bowles stated DRA was very glad that the Selectmen requested the meeting as not very many other towns had done so.
 - c. The Board received copies of a letter from Robin Robinson regarding Moore and Mount Hope cemeteries not being mowed. Chairman Bowles stated those cemeteries are not ones that the Town is in charge of mowing and they are handled differently than the other cemeteries. Selectman Maxfield said Wilbur Maxfield had contacted him regarding the same thing. The letter has been forwarded to Bob Ordway and he was aware that the mowing was not done. Selectman Ives stated he would be getting a hold of the contractor in charge of the Town’s cemeteries to trim the cemetery near the Town Office.

- d. The Board received copies of the \$1,000.00 administrative grant for NH Volunteer to pay Terri Barton for her work which she submitted an invoice for \$800.00.
- e. The Board received correspondence from The Local Government Center for the most recent payment to Fifield Restoration.
- f. The Board received the Septage Lagoon permit renewal from DES through to July 10, 2016. Discussion ensued regarding needing to move forward on finding an alternative plan for the future.
- g. The Board received a notice of surcharge tipping fees from DES for septage received by the Franklin facility.
- h. The Board received the July 20, 2006 Planning Board agenda.
- i. The Board received discretionary easement samples from Assessor Dave Wiley. The Board will review these samples and make a decision at a later date.
- j. The Board received a copy of a note from Tom Early of Lower Ridge Road that the Tax Collector received with his tax payment.
- k. The Board received three Scholarship thank you notes.
- l. Selectman Ives moved to appoint Patrick Kiley as Deputy Treasurer with a term to expire March 11, 2008. Seconded by Selectman Maxfield. All in favor. Motion carried.
- m. Selectman Maxfield moved to award a proposal to the H. L. Turner Group, Inc. for Professional Engineering Services Mill Pond Dam and North Village Road Abutment Repair Project in the total amount of \$170,600.00. Seconded by Selectman Ives. Selectman Maxfield stated John Lavigne on the Turner Group hopes that this project will come in under budget. He stated there is approximately \$11,000.00 budget for the Turner Group in addition to the \$170,000.00 budgeted for the project. All in favor. Motion carried. Selectman Maxfield moved to amend the previous motion to allow the Chairman sign the proposal. Seconded by Selectman Ives. All in favor. Motion carried.
- n. Chairman Bowles stated he had been in contact with The Louis Berger Group regarding bridge update for Chichester Road and Cross Brook Road. He said he has requested that every Tuesday afternoon the Board receive an e-mail from Jason Gallant of The Louis Berger Group with the bridge update. Chairman Bowles stated Chichester Road project is close to going out to bid; they are waiting for a revised survey. Cross Brook Road needs easements to cross the four abutting properties in order to work on the culvert when they are ready to replace it. Chairman Bowles stated the Town was able to bypass boring as Wayne Thistle provided the Town with his reports of borings that had taken place when the road was constructed. He stated this saved the Town a lot of money. Chairman Bowles said Cross Brook Road is approximately 1- 1 ½ weeks behind Chichester Road in the permitting process but once they submit the survey they feel it will be ahead of Chichester Road. Chairman Bowles stated he know it is frustrating but with a little patience it will all be worked out.

Chairman Bowles discussed the application for preliminary estimate on bridge aid for Chichester Road.

- a. Raymond Cummings discussed the bond for the Merullo subdivision on Creek Water Lane. Discussion ensued regarding money being insured at the bank.

Selectman Ives moved to adjourn the meeting at 8:21 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