

## Selectmen's Meeting Minutes

Tuesday, August 5, 2008

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

**Also present: Road Agent David Rice, Fire Chief Jeff Burr, and Tax Collector Helen McNeil.**

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

- I. Selectman Maxfield moved to approve the Selectmen's Meeting Minutes of Tuesday, July 29, 2008 as presented. Seconded by Selectman Ives. All in favor. Motion carried.
- II. The Board met with Road Agent David Rice.
  - a. Mr. Rice advised the Board that the Highway Crew had been working on the washouts around town as well as getting Sheeprack Road and Goshen Drive ready for paving. Mr. Rice advised the Board that Pike would be starting the paving on Upper City Road in 2 – 3 weeks and that as soon as Sheeprack Road and Goshen Drive are ready, he feels Pike could get to that project within 2 -3 days after he places the call to Pike advising them that the roads are ready.
  - b. Chairman Ives discussed the paving and drainage project at the Safety Complex and Library. Discussion ensued regarding there being enough funds included in the Safety Complex/Library project to hire an outside contractor to do the work for the drainage project. Chief Burr stated that he and Road Agent David Rice had been working on a plan to adjust the pitch for drainage purposes. Chairman Ives advised Mr. Rice that he should put bid specs together so the project can go out to bid. Discussion ensued regarding the design of the project. The Board agreed that if funds are available for this work to be contracted out then that is fine. Discussion ensued regarding the drainage, catch basins and pipes, increasing the exhaust capacity, adding stone, replacement of the manhole cover, addition of another manhole, overflow, and the possibility of having to work further down the swale. Discussion continued on the size of the drainage pipe, the drainage from the upper parking lot at the Library, and the need to keep the water from flowing into the lower portion of the Library. Selectman Maxfield asked if there was any short term fix that could be done to address the issues of flooding at the lower portion of the Library until the drainage project is completed. Discussion ensued regarding either putting a seal all the way across the doorway or utilizing sandbags. Selectman Bowles stated that if the area had been lifted up 8 inches as suggested during the start of the construction, he did not feel this would be an issue.

- c. Selectman Bowles discussed the need to get more ditches open. Discussion ensued.
- d. Mr. Rice advised the Board that he contacted the company that works on the tennis courts. He said it would be approximately \$4,500.00 to seal the cracks and get the surface back in shape. Mr. Rice went on to say that the tennis courts need to be resurfaced in the near future. Chairman Ives stated there is currently \$3,200.00 in the Homer LaBonte Fund for tennis court maintenance. Mr. Rice said that the sealing of the cracks has to be done and he would find the additional money to cover the cost. Selectman Maxfield asked about the cost for resurfacing. Mr. Rice said he did not have the cost figures at this point. The Board agreed that if Mr. Rice could find funds in his budget to cover the remaining costs, then the project to reseal the tennis courts should proceed.

III. The Board met with Fire Chief Jeff Burr.

- a. Chief Burr advised the Board that he obtained a quote for the fire pond on Loudon Ridge and stated the total is \$4,361.93. The Board agreed to encumber the money for this project.
- b. Chief Burr advised the Board that he had received information from the State that the weather outlook for the next few days could bring 1 ½ inches to 3 inches of additional rain to the area. Selectman Bowles asked Mr. Rice if he had any available sandbags that could be placed at the lower level of the Library in an attempt to keep it from flooding again. Mr. Rice said that he had some sandbags that could be filled and stacked up against the door of the lower level of the Library. Selectman Maxfield discussed the issue of the door being an exit, as well as possible placement for the sandbags in an effort to keep the area from flooding but allowing the lower portion of the building accessible. Discussion ensued regarding the possibility of the lower portion of the Library having to be closed just during this period of stormy weather in an effort to keep it from flooding, as well as the availability of sandbags. Selectman Maxfield stated that he would not be in favor of blocking off the exit of the Children's Room at the Library if the room is going to be utilized. Chairman Ives said he felt the Library Trustees would need to decide whether they wanted to utilize the room and take the chance of flooding or block off the exit and not allow the use of the downstairs portion of the Library just until this issue can be fixed. Selectman Bowles said the Town would work as diligently as possible to get this problem fixed; however, it is not going to be resolved instantly. He said with the weather forecast predictions, it does not appear that the rain is going to let up over the next few days, and he would hate to see the flooding of the Library get any worse than it already is. The Board stated they would have Road Agent Dave Rice go to the Library on Wednesday to talk with Library

- Director Nancy Hendy regarding the situation and allow the Library Trustees to make the decision.
- c. Chief Burr stated that he will be forwarding information to the Selectmen regarding the emergency generator.
- IV. The Board met with Tax Collector Helen McNeil.
- a. Mrs. McNeil discussed her desire to hire File Clerk Deirdre Littlefield as her Deputy Tax Collector beginning in September. Discussion ensued regarding the fact that the Deputy Tax Collector does not have to live in the town in which they are employed, as well as the number of Deputy Tax Collector positions allowed. Mrs. McNeil advised the Selectmen that current Deputy Tax Collector Dot Mulkhey would be staying on for a while to help with training. Discussion ensued regarding Mrs. Littlefield's knowledge of the position as she has been the File Clerk for quite a while and is familiar with the position. The Board agreed that Mrs. McNeil should double check the number of Deputies she is allowed and agreed that an appointment paper should be drawn up.
- V. The Board began their review of weekly correspondence.
- a. The Board received correspondence from Loudon Old Home Day Association requesting the Selectmen's participation at the Old Home Day event.
  - b. The Board discussed a request from a parent of a student who received a scholarship. Due to scholarship monies having an affect on work study programs involving some students, the parent requested the scholarship award be paid directly on the student's loan account. The Board said such a request would only be handled on a case by case basis, and as long as the payments were made directly towards a student's loan, the Board may grant such a request.
  - c. The Board received scholarship invoices for review and approval. The Board agreed that the two scholarship invoices equal full-time status and could be paid.
  - d. The Board received copies of a memo from Office Manager Jean Lee regarding the J. O. Cate Memorial Van building donations.
  - e. The Board received copies of the 2<sup>nd</sup> Quarter Host Community Fee Reports and Monthly Compliance Reports from ESMI for review.
  - f. The Board received updated Fuel and Asphalt Cement price adjustments from NH DOT.
  - g. The Board received copies of the J. O. Cate Memorial Van Committee Meeting Minutes for June.
  - h. The Board received copies of the July 16, 2008 Northeast Resource Recovery Association Single Stream Forum Meeting Minutes.
  - i. The Board received notification of a Local Government Center Public Works Toolkit Workshop.

- j. The Board received copies of the NHMA Legislative Bulletin for review.
- k. The Board received scholarship thank you notes.
- l. Selectman Maxfield moved to approve the Town of Loudon Commercial Hauler's Application for Shaver Disposal, Loudon, NH and for Waste Management, New Hampton, NH for the purpose of hauling trash in the Town of Loudon. Seconded by Selectman Bowles. All in favor. Motion carried.

- VI. Mr. John Plummer was recognized from the audience.
  - a. Mr. Plummer asked for clarification on the sandbags for the lower level of the Library. The Board gave a brief explanation of the situation. Discussion ensued. Selectman Maxfield stated that he felt the Library Trustees needed to be the ones to make the decision on how to deal with the water.

Selectman Bowles moved to adjourn the meeting at 7:32 PM. Seconded by Selectman Maxfield. All in favor. Meeting adjourned.

#### THE LOUDON BOARD OF SELECTMEN

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Steven R. Ives, Chairman

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Dustin J. Bowles, Selectman

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Roger A. Maxfield, Selectman