

## Selectmen's Meeting Minutes

Tuesday, August 26, 2008

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

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

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

- I. Selectman Maxfield moved to approve the Selectmen's Meeting Minutes of Tuesday, August 19, 2008 as presented. Seconded by Selectman Bowles. All in favor. Motion carried.
  
- II. The Board met with Road Agent David Rice.
  - a. Selectman Bowles moved to enter into executive session with Road Agent David Rice to discuss a personnel issue at 6:32 PM. Seconded by Selectman Maxfield. Roll call vote: Ives yes, Bowles yes, Maxfield yes. All in favor. Motion carried. Selectman Bowles moved to come out of executive session at 6:45 PM. Seconded by Selectman Maxfield. Roll call vote: Ives yes, Bowles yes, Maxfield yes. All in favor. Motion carried. Chairman Ives stated the results of the executive session were discussion of a new employee for the Highway Department and a pay increase for an existing employee.
  - b. Mr. Rice advised the Board that reclaiming should begin on Upper City Road next week.
  
- III. The Board met with Police Chief, Code Enforcement/Compliance Officer Bob Fiske.
  - a. Mr. Fiske discussed a culvert issue on Wellington Lane. He stated that the new landowner filled in the swale and has now caused issues with drainage. Discussion ensued regarding this property and the initial requirement that it needed a culvert under the driveway. The Board agreed the culvert needed to be installed as originally required. Discussion ensued regarding the pitch of the driveway.
  - b. Mr. Fiske discussed a property on Hemlock Hill Drive regarding a request to turn the home into a duplex. He stated that the frontage is on Route 106 which is commercial. Chairman Ives asked what the acreage requirement is for this use. Mr. Fiske said 3 acres and the driveway is on Hemlock Hill Drive. Discussion ensued regarding that this is a residential property/use within the commercial corridor, being sure that the codes and zoning requirements are met, and the requirement of the building permit. The Board agreed that as long as all requirements are met, Mr. Fiske could move forward on this issue.

- c. Mr. Fiske discussed the August 19, 2008 Selectmen's Meeting Minutes regarding the VOA discussion and the reference that this issue could be turned over to the Compliance Officer. Mr. Fiske said he recalled the Selectmen were going to address this issue with Town Counsel to get an opinion on how to proceed, and he has not heard that there was any response yet. Chairman Ives stated that the Selectmen agreed to have the Planning Board review the property relative to the plantings to be sure that what was planted is what the plans called for. He said that Mr. Tasker reviewed the property and concurred that VOA had planted what they were supposed to plant, with the exception of a few plants dying, they have done what was required. Chairman Ives said that at this point the Board is not sure if this should be a civil issue between Craig Maxfield and VOA or if this is an issue for the town. Chairman Ives said he feels that VOA has met their obligation and does not think that the Compliance Office needs to get involved at this time. Discussion ensued regarding the amount of trees cut and the type of trees planted.
- d. Chairman Ives stated for the record that 5 pistol permits were submitted for signature and approval.
- e. Selectman Bowles moved to enter into executive session at 7:00 PM to discuss an issue with Police Chief, Code Enforcement/Compliance Officer Bob Fiske. Seconded by Selectman Maxfield. Roll call vote: Ives yes, Bowles yes, Maxfield yes. All in favor. Motion carried. Selectman Bowles moved to come out of executive session at 7:23 PM. Seconded by Selectman Maxfield. Roll call vote: Ives yes, Bowles yes, Maxfield yes. All in favor. Motion carried. Chairman Ives stated the results of the executive session were discussion of issues in dealing with NHMS with the Compliance Officer and that a plan of action was formulated.
- f. Mr. Fiske discussed Tax Map 47, Lot 17 relative to Impact Fee questions. He said that after further research it appears there should be an Impact Fee. Mr. Fiske said that the current property owner is going before the Planning Board to contest the fee.

IV. Selectman Maxfield discussed the designated fund being set up to provide funds for the Town to maintain the Veterans War Memorial and Monument. He reviewed the purpose of the fund which states "the purpose of this designated fund is to provide the Town of Loudon with funds to maintain the Loudon Veteran's War Memorial Monument. Maintenance may include the upkeep of the surrounding grounds, new Veterans rosters, flags, flagpoles, walkway, and granite benches. Any funds distributed annually to the Town of Loudon but not expended for these purposes are to be reserved in a separate account for future improvements to the Veterans Memorial Monument site. The Town Selectmen are responsible for the periodic review of this separate account". Selectman Maxfield stated that the fund is set up through the year

2108 and he hopes that the Selectmen in the future will keep an eye on this account. Discussion ensued.

- V. The Board began their review of weekly correspondence.
- a. The Board received a reminder that the State Election Law Training is scheduled for Thursday, August 28, 2008.
  - b. The Board received copies of the revised drainage repair specifications for review and approval.
  - c. The Board received copies of the Zalenski Contracting roof invoices for review and approval. Selectman Maxfield moved to approve the payment to Zalenski Contracting in the amount of \$5,802.50 for removing and replacing the asphalt roof on the Town Office Building, in addition, approve the additional invoice in the amount \$235.00 for nailing down plywood with 8 penny ring shank nails. Seconded by Selectman Bowles. Selectman Bowles said the reason for the additional cost in nails is due to the fact that the original roof was nailed with the incorrect nails for the job and Zalenski Contracting re-nailed the roof to correct the problem. All in favor. Motion carried.
  - d. The Board received the Utility Assessment figures from George Sansoucy's office.
  - e. The Board received copies of an advertisement for R & D Paving for budget purposes for tennis court repairs and resurfacing.
  - f. The Board received copies of upcoming workshops from Local Government Center for review.
  - g. The Board received copies of an abutter notice regarding Concord Ventures Area Development LLC on Tax Map 001, Lot 049 for review.

Selectman Bowles moved to adjourn the meeting at 8:05 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