

Selectmen's Meeting Minutes

Tuesday, October 9, 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, Fire Chief Jeff Burr, and Road Agent David Rice.

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

- I. Selectman Ives moved to approve the Selectmen's Meeting Minutes of Tuesday, October 2, 2007 as presented. Seconded by Chairman Maxfield. Majority vote in favor. Selectman Bowles abstained, as he was not present for that meeting.

- II. Chairman Maxfield opened the Board of Permit.
 - a. ZBA Chairman Dave Powelson discussed two-family dwellings. Mr. Powelson said that he had a misconception regarding two-family dwellings and multi-family dwellings and wanted to be sure that everyone was clear on the issue. Discussion ensued regarding the zoning requirements for two-family/duplex and multi-family properties as well as the need for a special exception for multi-family structures. Mr. Powelson said he did not feel that the two-family/duplex issue being allowed in the Rural Residential district applied to a Zoning Board decision for Ray Cowan because Mr. Cowan does not have enough acreage or frontage to meet the requirements. Discussion ensued regarding Mr. Cowan's acreage and frontage, as well as variances.
 - b. Selectman Ives discussed the Growth Management proposal between the Town and Gerald Coogan. He said that based on the meeting the Board had with Attorney Mayer, he feels that it is in the Town's best interest to move forward with this proposal. Selectman Ives said that he proposes \$500.00 comes from the Planning Board budget, \$500.00 from Zoning Board budget, \$2,500.00 from the Selectmen's Office Consultant line, and the \$5,250.00 to come from the contingency fund for a total cost of \$8,750.00. Discussion ensued regarding all the Boards agreeing to move forward with this proposal.
 - c. Fire Chief Jeff Burr discussed the Volunteers of America Senior Housing project on South Village Road relative to the fire cistern. He said that the Fire Department had asked for a fire cistern to be installed in front of the VOA building, which was agreed to during the initial talks but in subsequent discussions, it appears that the fire cistern has turned into a domestic cistern. Chief Burr stated he has been reviewing the plans and there is no fire cistern on the plan. He went

on to say that he had spoken with Tony Marcotte and Mr. Marcotte said he believed the fire cistern was taken off the table during the process and agreed to. Chief Burr said no one came to the Fire Department with the request to not put in the fire cistern. Tom Dow said that he remembered discussion regarding moving the cistern to the front of the building for easier access for the Fire Department, however, VOA wanted to place the cistern around the backside of the building, but he doesn't remember further discussion after that. Discussion ensued regarding the building being only partially installed with sprinklers as well as the 5,000-gallon holding tank. Selectman Bowles said he remembered the discussion regarding wanting the fire cistern moved out front and that the builder felt it would not work, so the Planning Board said they wanted to be sure that if it were placed in the back, the Fire Department would have access to the cistern. Chief Burr said that the Fire Department could not connect to the domestic water system for fear of contamination. Mr. Dow stated that a fire cistern was always to be part of the project and at no time did the Board agree to not require it. Chief Burr stated that he has been trying to contact VOA to get this straightened out but he has not had his calls returned. Chairman Maxfield asked if the Certificate of Occupancy would be held until the fire cistern was installed. Mr. Dow stated he felt that if the requirements of the Fire Department are not met, then the Occupancy Permit should be held. Chief Burr will continue trying to contact VOA regarding this issue and get back to the Board with his findings.

Chairman Maxfield 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. Mr. Fiske advised the Board that Manchester Sand and Gravel, owners of property on Route 106, plan to relocate a portion of the existing building on their property and demolishing the remaining portion.
 - b. Chairman Maxfield stated two pistol permits were submitted for signature and approval.

- IV. The Board met with Road Agent David Rice.
 - a. Selectman Ives asked Mr. Rice about Andrew Knowlton's driveway draining on to Berry Road. Mr. Rice stated that he had not been in contact with Mr. Knowlton yet. Selectman Ives said that the Road Agent and Code Enforcement Officer need to work together to deal with these issues.
 - b. Mr. Rice advised the Board that the Highway Truck he brought to Liberty International needs a new motor. He said he could get a rebuilt motor with a warrantee if the radiator is also replaced at the same time for \$15,000.00. Mr. Rice said the clutch will also be replaced and

is included in the price. He stated that the truck is the one that was involved in the rollover a few years ago.

- c. Mr. Rice advised the Board that the Highway Crew would be finishing the Landfill Closure work this week as well as work on winter sand screening. Chairman Maxfield asked if the Highway Crew would be grading roads again before winter. Mr. Rice said that was the plan.
- d. Chairman Maxfield asked Mr. Rice about the policy of removing tree limbs. Mr. Rice said that the Highway Crew removes some trees or tree limbs but when they are in the power lines and the Power Company will not take care of the trees or limbs the Highway Department cannot do it. He said the Highway Department does not have bucket trucks and the equipment needed. The Board advised Mr. Rice to contact the property owner and advise them that they need to contact the Power Company.
- e. Selectman Bowles talked about backing up gravel on some of the roads. He asked about the header on the culvert near Polly Touzin's property on Berry Road. Mr. Rice said he was told to stop right where they did. He said that Andy from DES told him not to go any higher with the stones. Selectman Bowles said he was concerned about heavy rains washing out that area. Mr. Rice said that he wanted to raise that area up, but was told that it was sufficient. He said that he followed the plan, as it was prepared so that there would be no question about the project. Selectman Bowles talked about the ditching along Clough Pond Road. Mr. Rice said the Highway Crew had been working on the ditching.
- f. Mr. Rice advised the Board that he had a request from a landowner just over the Canterbury line of Flagg Road to have the Highway Department plow the snow and turn around in his yard. He stated that many years ago the Highway Crew did plow to that property, as it is easier for the plow truck to turn around there. Mr. Rice said that the house was unoccupied for a while and the Highway Crew stopped plowing that far; now, the house is occupied and it is more convenient for the plow truck. He said the landowner has agreed to keep the area for the plow truck to turn around cleared. The Board agreed.

V. The Board met with Fire Chief Jeff Burr.

- a. Chief Burr advised the Board that he has begun the paperwork for a grant for a tabletop workshop. He stated the grant requires the Town to pay the costs and then submit for reimbursement. Chief Burr went on to say that it appears that there is funding to cover the costs of hiring a company to setup the exercise and perform the evaluations. Selectman Ives asked when the timeframe would be for this exercise. Chief Burr said in the spring.
- b. Chairman Maxfield talked about the CIP meeting and stated one idea is to have a fulltime mechanic for the Town. He voiced his concerns stating that he felt many of the repairs that are needed are too big for a

Town mechanic to handle and the cost of salaries and benefits would outweigh the benefit of the position. Discussion ensued regarding concerns and costs associated with having a fulltime mechanic. It was agreed that at this time, it would not benefit the Town to have a fulltime mechanic. Chairman Maxfield will bring this information back to the CIP Committee.

- c. Chief Burr stated that the Harvest Supper would be Saturday, October 13, 2007.

VI. The Board met with Emergency Management Director Sigrid Little.

- a. Mrs. Little advised the Board that the State had contacted approximately 30 of the 243 towns in NH for a meeting regarding leftover 2006 grant money. She said Loudon was identified as one of the Town's having critical infrastructure and may benefit from some of the grant money. Mrs. Little went on to say that during the last two race events, Loudon opened the Command Post with representatives from Federal, State, and Local agencies and much of the cost associated with this event was covered by grant money. She said the grant money is for Police, Fire, and Emergency Management needs. Mrs. Little said the Town has to sit down and figure out what they need for training and equipment. She stated that the grant application must be completed by December 5, 2007 and that she needs the Selectmen to agree that they can move ahead with the grant application. Chairman Maxfield asked if this was the type of grant that the funds had to be paid out first and the grant money would reimburse the Town. Mrs. Little said that as the grant application is prepared, it would list the items that each of the departments is looking for. She stated that there has been a lot of work done at Fire Station #2 to prepare the facility for use as a command center. Mrs. Little said that the Fire Department would like to obtain a larger generator for the facility. She said that the State would look at the items requested in the grant and determine which items they would approve. Chairman Maxfield said it sounded like the Town did not have to put money up front. Mrs. Little said she did not think so, that it is money the State has to disperse. Selectman Ives asked what Mrs. Little needed from the Selectmen to move forward with this grant application. Mrs. Little said she just needed to know if the Board wanted to move forward with this grant and agree that either the Chairman or a representative of the Selectmen would attend a few meetings. Discussion ensued regarding types of equipment that could be obtained from this grant. The Board agreed to move forward with this grant application. Selectman Bowles asked about how this would affect the Town in the future if there were no grant funds to cover the cost of setting up the command post. Discussion ensued regarding the other agencies involved during the race events and that the intent is to obtain as much

equipment and training as possible to have the Town be self sufficient in setting up the command post.

- VII. The Board met with Transfer Station Manager Steve Bennett to discuss the GAT figures.
- a. Mr. Bennett provided the Board with copies of tonnage figures for the last few years. He stated that the total trash from the 27 Towns in the Co-op is down 8% over last year with two more months to go for the year. Mr. Bennett stated Loudon reduced their GAT from 4,000 Ton to 3,900 Ton last year; this year it appears it will be 3,700 Ton. Mr. Bennett said he feels the GAT for 2008 should be set at 3,600 Ton due to the downward trend. He talked about the way the economy affects the tonnage figures and discussed the monthly figures that have shown the decline in tonnage. Mr. Bennett explained that the Co-op no longer gives recycling credit to adjust the tonnage figures if a town is under the GAT so if the GAT is not met, the town still is required to pay for the additional tonnage. He said if the town's GAT is lower than what is actually delivered, then they only pay for the additional tonnage. Selectman Ives asked about the amount of material being recycled. Mr. Bennett said he did not have the exact figures with him, but that there has been a gradual increase in the recycled tonnage. He discussed the fact that last year Loudon recycled over a million pounds/500 ton. Mr. Bennett discussed commercial tonnage figures and stated there is not as much control over recyclables with commercial waste. Selectman Bowles asked about the cost of the tonnage through the GAT versus if the tonnage goes over GAT. Mr. Bennett stated that there is no longer a two-tier system so the town pays the same rate whether it goes over or under the GAT. He said the current tipping fee is \$42.50 per ton and the tipping fee for 2008 will be established next week. Mr. Bennett advised the Board that over the past few years the Town has paid about the same amount for the tonnage as the changes in tipping fee and the amount of tonnage delivered has averaged out to be about \$165,000.00 per year. Chairman Maxfield stated for the record that he felt that Steve Bennett has done a terrific job with the Transfer Station. Selectman Bowles moved to lower Loudon's GAT to 3,600 Ton for 2008 Fiscal Year. Seconded by Selectman Ives. All in favor. Motion carried.
- VIII. The Board began their review of weekly correspondence.
- a. The Board received an approval from DES for an extension of filing deadline for the initial monitoring report on Berry Road.
 - b. The Board received a thank you letter from Polly Touzin regarding the Clough Pond project.
 - c. The Board received a reimbursement request from Sigrid Little for expenses for the July and September race events. Selectman Ives moved to approve the payment for Emergency Management Director

Sigrid Little in the amount \$229.65 to be taken from account #01-42901-100-190 Emergency Management. Seconded by Selectman Bowles. Selectman Bowles voiced his concerns regarding the food costs associated with the Emergency Management Command Center and supplying meals for outside agencies. Selectman Ives talked about the Command Center and equipment. All in favor. Motion carried.

- d. The Board received a copy of a personnel evaluation report for review.
- e. The Board received an invitation to the Merrimack Valley School Board October 24, 2007 meeting.
- f. The Board received copies of the Library funds audit from the Audit Report for review.
- g. The Board received a notice of a Forest Law workshop.
- h. The Board received copies of the September ZBA minutes.
- i. The Board received a regional impact notice from the Town of Andover.
- j. The Board received a notice of Assessing Boards public forums.
- k. The Board received copies of the Executive Council District Two news release for review.

- IX. Chairman Maxfield recognized Russ Pearl from the audience.
 - a. Mr. Pearl asked the Board about the status of the foundation agreement he submitted. The Board advised Mr. Pearl that they signed the agreement at last week's meeting.

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