

Board of Selectmen

August 28, 2007

Memorial Building

7:00 p.m.

The following are to be considered draft minutes only until approved by the Board at their next meeting.

Present: Bob Anderson, John Chiarella, and Neal Huntoon.

Bob called the meeting to order at 7:05 p.m.

Minutes: The minutes of August 14, 2007 were approved as written.

Old Business: Bob discussed the calls he got from Capitol Alarm recently.

John stated he has reviewed the information received from the census bureau. They are looking for the Town's participation in updating their address information. John suggested the project of renumbering Route 114 (Grantham Road, Main Street, and New London Road) could help alleviate some confusion with addresses.

Special projects were discussed. Janet reported Karen Cook is available for some hours to assist with special projects. Pixie Hill may be interested as well when she has finished training with Town Clerk/Tax Collector. John moved to apportion some available office hours to Karen on a part-time basis to assist with upcoming projects. The motion was approved by Bob and John. (Neal had not arrived yet.)

Cynthia Bruss met with the Board to discuss her concern regarding the status of roads that have been reported to have been discontinued and may not have been legally discontinued. In particular, she discussed the status of Pettengill Road, off George Hill, at the Enfield Town Line. The road has been opened up recently and repairs are being done. It was her understanding that this was not a Class VI road. The Board discussed that there are regulations regarding discontinuing roads leaving land-locked parcels of property. Cynthia stated she felt the Town should research how roads were discontinued, and where Class VI roads may be. John stated that the Selectmen have discussed Class VI roads, emergency ways, and Class A & B trails. They have discussed this as a possible future project.

Christine Walker, Executive Director to the Upper Valley Lake Sunapee Area Planning Commission met with the Board. As the new Executive Director she wants to touch base with all the member towns and see what community needs are. Projects that she is working on involve developing a manual of services offered by the UVLSRPC for member communities. In addition she is suggesting to the Board of Directors member communities being able to use 15% of their annual dues towards regulation update projects.

The Board discussed with Christine the difficulty they are having getting started enforcing new Zoning regulations and how to implement compliance with registration of home occupations, home businesses and commercial business.

Bob stated he is interested in having a joint meeting with local emergency managers to review the local emergency operations plan. Frank Anderson says Springfield's plan is almost complete. John stated the disk provided at the workshop Bob recently attended, provides a format for local emergency operations to input their information into the system. Once this is complete the plan is to move on to implementation of a Hazard Mitigation Plan.

John mentioned that there is some vinyl siding missing and some broken on the exterior of the Library. Neal made note of the needed repairs.

John stated he has had one person return an estimate for permanent signage at the skateboard park. He will get in touch with prison industries for costs.

John stated it looks like he will have time to work on landscaping at the skateboard park in a couple of weeks.

Janet Roberts reported there has been no response on the fencing issue to date.

George Hildum will look at the issue with the Woods Without Gile property when he is next in town.

Bob reminded Board members that the building needs assessment committee is having a public meeting on September 10, 2007.

Neal reported that the paving on Town Farm Road is complete. The roller will be rented for another three-day period and paving in other areas will be taken care of. Neal suggested getting a hired truck to assist with hauling the asphalt.

The Board reviewed an anonymous letter regarding an issue with an employee. After review of the situation with the Police Department it was determined that issues stated in the letter were not correct, and no further action will be taken.

Todd Connors will be here at 1:00 p.m. on Thursday. Neal will meet with him.

The Board discussed the penalty issued by the IRS from 2004 wages. This matter has been addressed with the IRS previously and further information is being presented to dispute the penalty. The Board voted unanimously to pay the penalty now to avoid any further penalty and interest charges while the situation is being dealt with.

The Board reviewed a proposal from Municipal Resources Incorporated to do a one-day assessment to assess the financial needs of the Town. An Internal Controls Audit can also be provided at no cost to the Town as a member of the NHLGC. The proposal also addressed revenue recording procedures and implementation of a system to integrate the revenue process into the general ledger accounting system, as well as assisting the Town in becoming GASB 34 compliant. After discussion, John moved to approve the one-day assessment, seconded by Neal and unanimously approved. Once the assessment is done, and recommendations made, the Selectmen will decide how to proceed.

John reviewed with the Board a letter he drafted to be sent to the Town School Board Representative and Superintendent of Schools regarding students returning to school before Labor Day. The Board unanimously approved sending the letter.

The Board reviewed and signed purchase orders, building permits and building rental applications.

Neal stated that Andy D'Amico has spoken to him again regarding the activities of BAR Industries on Georges Mills Road. The property had been granted a special exception for commercial/light industrial use. The property owner determines what takes place in the building. The Board agreed to contact the owner to request that the Board be informed of the nature of the change of use of the building.

With no further business, the Board voted unanimously to adjourn at 9:40 p.m.

Respectfully Submitted,

Janet Roberts,
Administrative Assistant