

BOARD OF SELECTMEN

NOVEMBER 28, 2011

MEMORIAL BUILDING

7:00 P.M.

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

Selectmen Present: Chairman, John Chiarella, Don Hill and Leigh Callaway.

Others Present: Brandt Denniston, George McCusker, Josh Worthen, Mike Lawlor, Justin Hastings, Bryan O'Day, Bill Huntoon, Nyla Waddell, John Trachy, and Tim Julian.

Public comments: Brandt reported he has been unable to access some of the older minutes on the website. He also suggested the town consider a non-secure wireless connection to have available for board members to do internet research at meetings. He used to be able to connect through the library connection but recently has not been able to. Don duly noted Brandt's concern. Selectmen will need to review feasibility of providing public wireless availability.

Scheduled appointments: Josh Worthen, President, Mascoma Valley Snow Travelers. Request to amend the previously issued permit to include "Stoney Brook Road (From Deer Hill to the NH Electric Coop lines) as part of MSVT trail system, and to rephrase Deer Hill Road (# 3 School House Road to Nichols Hill Road) to simply Deer Hill Road" The proposal as shown on the map presented, is to ride along the shoulder of the road to the trail access. John Anderson and Kevin Roberts have spoken to Pete Abair, Road Agent and Pete reportedly has no issue with it. Trail delineation, keep right signs and 10 MPH speed limits will be posted. Pete will plow the snow banks to provide a shelf, like he does on Webster Pass. At the I89 underpass, MSVT would like to build a wooden bridge similar to what is on NH 114 in Grantham but they do not have the funds for that this year. The trail would cross along the NW side of the underpass. MSVT long-range plan is to make a trail to get off Stoney Brook Road, but they have encountered numerous difficulties making it impossible for this year. There are also no funds available to build a bridge this year. Their request for funding must be submitted by June 1. Discussion: John Chiarella noted concern with safety around the underpass. Would like to see some sort of barrier that could be leveled and filled with snow to keep the trail off the edge of the pavement and more visible. This trail will connect with Sunapee's trail system. Snow banks would be maintained by the highway department, as much as possible, to provide a shelved area for riding. The club is trying to find another means of access. Trails open December 15. A decision regarding this request is needed before the remaining access is determined. Selectmen would like input from Chief Julian. Motion (John) second (Leigh) to approve the request, subject to Tim Julian's blessing. MVST must build a structure with reflectors at the I 89 underpass, post 10 MPH speed limit and post usual trail delineation and markings. Motion unanimously passed.

Tim Julian arrived around 8:25 p.m. Selectmen discussed MVST request with him. Tim felt if there was some kind of shelf under the I-89 underpass and adequate signage he does not have a problem with it. John Trachy questioned if the town owns the property under the bridge and discussed his concern with adequate snow cover under the bridge. He also questioned if it would be better for the town to allow access to Hogg Hill through the town-owned parcel there. John Chiarella noted this permit is for this season while the club tries to work out a better alternative.

Recreation Department: Brandt Denniston, Treasurer, requests permission for a budget over-run of \$230.00. Nyla Waddell was also present. The Recreation Committee has scheduled a December movie night and Christmas Party and there is not enough money in their budget to cover the expenses. He has \$72.15 cash on hand from other events and would like permission to use it to offset expenses. He asked whether they should continue with the planned events or should they be cancelled. Brandt provided a detailed report of expenses and revenue.

Discussion: Selectmen noted they hate to see planned activities cancelled but addressed concern regarding closely monitoring their budget so they are not in a position to have to seek relief. Advertising costs were discussed. Nyla noted movie night is something new that was introduced this year and was advertised to get the word out. Movies are always the first Friday of the month so should not need to be advertised next year. . Movie nights usually pay for themselves. Selectmen encouraged the Recreation Department to seek donations for funding some of their budget shortfall for the Christmas party. Motion (Leigh), second (Don) to approve a \$158.50 budget over-run for the Christmas party, the remainder to come from donations, to cancel movie night, and be aware of future advertising costs in the shopper. Motion unanimously passed.

Recreation – 2012 proposed budget. Brandt presented budget proposal, showing a slight increase. He is not asking for a warrant article for the expendable trust. Discussion: John Chiarella stated the Selectmen are trying to keep the budget level funded. He noted the proposed budget would be level if movie night advertising is eliminated. Don stated he hated to see the selectmen micromanaging what the recreation committee has decided on for activities. Brandt noted the shopper is the only publication that gets to everyone in town regardless of where they live. A lot of people in town don't use computers or see the marquee. Shopper costs are increasing. They are given non-profit pricing. Following length discussion, motion made (John) second (Don) to recommend a budget of \$5,048.36 for 2012. Motion unanimously passed.

Unfinished business: Review of job description draft for part-time code enforcement position. Leigh reported Newbury's position is 16 to 20 hours per week @ \$23.88 per hour without benefits. John Chiarella stated they are looking to implement a position for a code enforcement employee for Planning/Zoning /Code Enforcement & Inspection similar to the position in Newbury. This person would be responsible for building permit applications and enforcing planning and zoning regulations. Selectmen need to come up with some proposed costs for the budget committee. The idea is for a part-time, flexible position, with some posted office hours to review building permit applications and to help people prepare for the planning and zoning process similar to how it is done in Sunapee. This is a critical position as the Selectmen spend a lot of hours managing and enforcing regulations. Planning, Zoning, and the Budget Committee have recommended this as a part-time position, perhaps sharing this position with another town. Motion (Don); second (John) to accept preliminary draft for purposes of recommending the position to the budget committee. Discussion: recommended draft is amended for up to 20 hours a week, with some fixed windows of time for public contact, but not inclusive of all the hours the town office is currently open. Motion unanimously passed.

Transfer Station Ordinance: Town Counsel has reviewed the proposed ordinance. Motion (Don); second (John) to approve the ordinance as printed. Motion unanimously passed.

Minutes of November 14, 2011: Motion (Leigh), second (Don) to approve as written. Motion unanimously passed.

Board and Department Updates:

Leigh reviewed application process for EMPG grant. NIMSCAST update is required before proceeding with grant applications. A NIMSCAST update meeting is scheduled for December 8th. Leigh noted, he is tabling his proposed donation for a grant writer and will see how this process proceeds. There may need to be an amount appropriated in the budget for this.

Server replacement: Discussion: Scheduled replacement/update of server as recommended. Updating equipment is integral to work flow of the office. Money was budgeted in 2011 accordingly. Total estimated cost for server update and installation \$7300.00. Leigh noted he has reviewed executive budget. Motion (John), second (Leigh) to approve the expenditure for a new server and labor for installation. Motion unanimously passed.

Fire Department: Dallas Patten, Fire Chief met to review preliminary 2012 budget proposal. Hanover dispatch was a little higher than expected this year. He does not have proposed numbers for next year. New communications costs reflect FCC mandate that must be completed by the end of 2012. They have some equipment that will need to be replaced or reprogrammed.

Hydrant installation: Some hydrants need work. The hydrant at the beach is compromised. The pipe in the lake needs to be replaced. They have been able to get water out of it but it is not stable and fills with silt. The fire department is planning to dig up a portion under the beach parking area for a short term fix where it appears to be leaking. The priority is to have working by winter. The hydrant was installed in 1984 from used snowmaking pipe from Mt. Sunapee given to the Town from the State of NH.

Replacement of the existing system can be done without permits, but it cannot feasibly be done by town equipment. The fire department is working with NHRCD for a design. RCD will do design work free of charge. In the past they offered cost share grants, but those are no longer available. Leigh stated repair/replacement does not appear to be optional; it is a matter of public safety. Dallas will have more definitive numbers later.

Meetinghouse: Leigh reported he is researching information regarding historic building preservation. He will check with the division of historical resources regarding requirements.

The Selectmen are interested in re-establishing a building committee to review needs at the town hall building and come up with a plan of action. To contact members that served on the previous committee, but would welcome anyone with interest.

Bill Huntoon questioned what the Selectmen decided to do about the roof at the highway garage. John noted they have an estimate to cover the roof with rigid foam insulation and rubber membrane. The Selectmen are recommending the repair to the budget committee. Bill discussed other options that might be considered.

Delinquent taxes at risk for deeding: Today was the deadline for contact or payment in full. Three properties remain outstanding. Selectmen reviewed e-mail from one party requesting an extension.

Don duly noted the request for extension. He felt the Selectmen should continue with the process but abandon if the payment is received as stated. There has not been communication from the other two property owners. Motion (Don); second (John) to proceed with the deeding process. Motion unanimously passed. Legal counsel will be contacted.

Correspondence:

Notice from NH Department of Homeland Security. Letter of Intent for culvert project on Stoney Brook Road has been determined eligible for Hazard Mitigation grant processing. Motion (Leigh); second (John), to continue with process. Motion unanimously passed. Leigh will attend informational meeting in Newbury on December 12.

Review of letter received in response to Selectman's letter of November 15 requesting that the matter be tabled until they can make arrangements to move the structure. Discussion: Structure needs to be moved or taken down. They are in violation of zoning. Difficulty is they were denied a building permit and zoning variance and continued without permits in place. Warranty and safety issues were noted.

Daily penalties could be involved. Selectmen are in agreement this is in violation and needs to be remedied. Don stated the property owner should be given a reasonable amount of time to remedy this but the Selectmen cannot remedy this. The structure has to come down or be moved. He is willing to give time for the owner to make arrangements to do so. Building permit approval is required. A written response will be sent to the property owner. Motion (John), second (Leigh) to send a written response that the property owner has 60 days to remove the carport. Motion unanimously passed.

Bill Huntoon inquired as to enforcement of this issue relative to a situation that could be considered similar on Hazard Road. John Chiarella noted the situation is not similar. This situation involved denial of a building permit and zoning approval. In the latter issue, the taxes have been paid and the applications have been filed.

Signatures:

Letter to Van Web

Report of Cut form for Brooks Lot

Miscellaneous Business: Discussed information from Unifirst. The former contract with Unifirst could not be cancelled. Pete would like uniforms. Selectmen will review information with Pete and discuss at their budget work session on December 5th.

At 9:30 p.m. – Motion (Leigh), second (John) to enter into non-public session per RSA 91: A – legal.

At 9:45 p.m. Selectmen entered back into public session after voting unanimously to seal the non-public minutes.

Meeting adjourned 9:45 p.m.

Respectfully submitted,
Janet Roberts