

1 **BOARD OF SELECTMEN**
2 **Draft Meeting July 17, 2017**

3
4 **CALL TO ORDER:** Chairman Ross McLeod called the meeting to order at 7:00 PM.
5 Selectmen Roger Hohenberger, Bruce Breton and Jennifer Simmons were present. Joel
6 Desilets joined by phone. Town Administrator David Sullivan was also present. Chairman
7 McLeod opened with the Pledge of Allegiance.

8
9 **Announcements**

10 Ms. Simmons noted tickets are still available for the 275th Anniversary Gala being held on
11 August 4, 2017. Tickets can be purchased online. Commemorative t-shirts, sweatshirts and
12 baseball hats are also available for purchase. Look for brochures with purchase details.

13
14 **Committee Interview**

15 Martin Finn was present. He was interested in serving on the Conservation Commission. He
16 has been a resident for three years, is an avid outdoorsman and interested in preserving open
17 space.

18
19 **MOTION:** Mr. Breton made a motion to appoint Martin Finn as an Alternate on the
20 Conservation Commission until June 2020. Ms. Simmons seconded the motion.
21 Vote 5-0.
22 Motion carried.

23
24 **Fundraiser Request**

25 Pat Robertson from the Firefighters Association was requesting permission to hold a
26 fundraising event behind the fire department. They will be having a community auction
27 selling furniture, antiques and tools. They will also do a pie auction. It will be held on a
28 Sunday in September, the date to be determined. He also requested to bring in a container in
29 August to hold donations.

30
31 **MOTION:** Mr. Hohenberger made a motion to allow the Firefighters Association to utilize
32 the area behind the fire department for a fundraising event and storage container to store the
33 auction items for the period of one month. Mr. Breton seconded the motion.
34 Vote 5-0.
35 Motion carried.

36
37 **Bid Award for Propane**

38 Mr. Sullivan noted the Town partnered with the school to put out bid requests for propane.
39 They sent out five bid requests and received one bid back from Palmer Gas. They received a
40 price of \$1.20/gallon, which is in line with this year's pricing of \$1.15/gallon.

41
42 In addition, since the Town only purchases 900 gallons of oil for the Senior Center he intends
43 to continue with B&H as the amount purchased is outside the bid requirements. He noted that
44 currently the cost of oil is \$1.95/gallon.

45
46 **MOTION:** Mr. Hohenberger made a motion to approve Palmer Gas as the propane service
47 provider for the 2017/18 winter season. Ms. Simmons seconded the motion
48 Vote 5-0.

49 Motion carried.

50

51 **Highway Bid Waiver**

52 Mr. Sullivan noted last September they put out a bid request for the fourth highway truck
53 under the Salt Ed Grant Program. They received four bid proposals back. They brought the
54 low bid to the State, but since the last year the bid specifications had been changed at the
55 federal level. Through several discussions, they determined the State and Federal authorities
56 may allow the Town to award the bid to Liberty International for \$166,000, with an
57 additional \$1,000 to purchase a 2018 truck, subject to the Board supporting the award and
58 successfully filing a Public Interest Filing (PIF) to the federal government in support of the
59 purchase.

60

61 **MOTION:** Mr. Hohenberger made a motion to waive the bid process and make Liberty
62 International the sole source provider for the dump truck. Ms. Simmons seconded the motion.
63 Vote 5-0.

64 Motion carried.

65

66 **MOTION:** Mr. Hohenberger made a motion to award the bid to Liberty International for
67 \$166,000 plus an additional \$1,000 to purchase a 2018 truck for a total of \$167,000, and to
68 submit the required PIF form. Ms. Simmons seconded the motion.

69 Vote 5-0.

70 Motion carried.

71

72 **Well Use Agreement Update**

73 Mr. Sullivan noted that Attorney Campbell provided a letter of opinion on the documents that
74 were submitted by Mr. Pitcher. Mr. Sullivan, Attorney Campbell and Tim Pitcher met and
75 discussed the drafted documents. Attorney Campbell will work directly with Mr. Pitcher's
76 attorney to fine tune the contracts.

77

78 Mr. Sullivan noted the Board needed to determine whether they wanted the Town to receive
79 any financial return for the conveyance of the wells. They could take into consideration that
80 the water system being developed would result in a tax positive for the Town and the Town
81 would also have the future ability to connect to that line. The law does not allow them to
82 receive money for the water and if they tapped into the line, they would need to pay for the
83 water they received.

84

85 Tim Pitcher agreed with Mr. Sullivan's assessment of the meeting and added that Pennichuck
86 and both attorneys are well versed in how water is handled within the State.

87

88 Mr. Hohenberger indicated he would like to see hydrants located on both sides of the road.

89 Mr. Desilets agreed he would prefer to see a second hydrant, but would go with the
90 recommendation of the fire chief.

91

92 Mr. Pitcher noted a hydrant on Route 111 would not be in a practical location, as the hose
93 would need to be dragged across a busy road.

94

95 The Board further discussed the idea of a second hydrant and determined they would like to
96 see one located at the Armstrong building.

97

98 The Board completed the public discussion on the matter and indicated that they would
99 discuss further in non-public later this evening.

100

101 **Indian Rock Realty, LLC – Tower at Enterprise Drive**

102 Mr. Sullivan noted they received Attorney Campbell’s legal opinion on the updated lease.
103 The only remaining issue is the question about how it will be taxed. The Board could
104 establish an assessment for the property; and/or issue an abatement for the total tax amount.
105 They could also assess a nominal assessment, which Mr. Sullivan suggested \$5,000, which
106 would be \$10/month in taxes. He added if it were taxed at full value, it would include the
107 structure, the land and the improvements.

108

109 Mr. Breton stated he would like the Board to place a real value on the property, as it could
110 become part of the Town’s inventory. He would then like to abate the taxes for good cause.
111 That way when Mr. Letizio donates the structure to the town, he will have a true value for tax
112 purposes.

113

114 Mr. Hohenberger did not want to have it donated to the Town. He would like Mr. Letizio to
115 maintain ownership, but give the Town rights to use the property. If the Town owns the
116 structure, there will be maintenance costs. He agrees with abating any taxes assessed.

117

118 Mr. Sullivan stated that he could work with the town assessor and determine a realistic
119 assessment for the property. He added that if the Town gave the property to Indian Rock
120 Realty, the town would need an easement to allow such things as placing of snow there in the
121 winter.

122

123 Mr. Sullivan added that the taxes would need to be abated on a yearly basis and the concern
124 that there may be a Board that does not want to abate them in the future.

125

126 Mr. Desilets preferred to set a minimum land value on the property and keep it simple.

127

128 The Board determined they would put a realistic assessment on the property for a one-year
129 lease and discuss again late this Fall to determine a long-term plan.

130

131 **New Business**

132 Mr. Sullivan stated with heightened concerns of PFOA and PFOS, the staff had the State test
133 both community wells at the Senior Center and Town Hall. The State threshold is 70 parts
134 per trillion and the water at the Bartley House and the Senior Center tested at 72 parts per
135 trillion. He advised that no one can drink the water at the Senior Center and Bartley Building
136 and signs have been posted to advise same. The Town Hall had combined results of 26 parts
137 per trillion which is below the threshold. He advised that the staff has been notified and that
138 further all buildings have always had bottled water for drinking available.

139

140 He expressed concern about a community spigot where people fill up water bottles. He
141 questioned if they should notify residents or not allow them to use it.

142

143 Mr. Breton did not believe that spigot should be used as potable water for anyone.

144

145 Mr. McCartney noted there was a spot at Griffin Park where a spigot could be installed.

146

147 Mr. Hohenberger noted people have been using that water for many years. He suggested
148 putting a sign stating what the levels are and let them decide.

149
150 Mr. McLeod questioned what the long-term plan was for the Senior Center and Bartley
151 House. Mr. Sullivan noted they would repeat testing and advise the Board of the results and
152 decide at that time the direction to take.

153
154 **Correspondence**

155 There were three tax timber cutting warrants to be signed off on.

156
157 The Board received a letter from the assessors regarding charitable tax exemptions. They
158 researched those that are currently receiving exemptions and are looking to make sure they
159 are assessed properly. They will be meeting with everyone that currently receives the
160 exemption. Any changes will take place in 2020.

161
162 The Board received a letter from the fire chief as an FYI. There were mice found at the
163 middle school radio box where one of the “radio voter repeater” sites is located. The
164 department is working on a resolution, but there may be sporadic coverage in the area until
165 that is taken care of.

166
167 Ms. Haas received a letter from Value Homes of New England. They are looking to install a
168 home on York Road on July 27, 2017 and asked permission for overnight storage for three
169 48’x8’ wide trucks at Griffin Park. They would arrive late afternoon on July 26th and would
170 leave in the morning of July 27th. The trucks would take up approximately six parking spaces.

171
172 Mr. McLeod was opposed to having a for-profit institution use town property for free. They
173 should make other arrangements.

174
175 Mr. Hohenberger and Mr. Desilets had no issue.

176
177 Ms. Simmons questioned if there would be any liability issues. Mr. Sullivan noted they
178 would have them sign a hold harmless agreement.

179
180 **MOTION:** Mr. Hohenberger made a motion to allow Value Homes of New England to store
181 three trucks at Griffin Park with a signed liability clause. Mr. Desilets seconded the motion.
182 Vote 2-3. Mr. McLeod, Mr. Breton and Ms. Simmons opposed.

183 The motion failed.

184
185 Mr. Sullivan noted they received a request to have a deposit refunded for an event that was
186 scheduled to be held at Searles Castle on 10/20/18. The refund amount would be \$650.28.
187 The contract states that there would be no refunds.

188
189 The Board noted the event was over a year away and there was plenty of notice so they
190 would likely be able to schedule another event there.

191
192 **MOTION:** Ms. Simmons made a motion to refund the deposit of \$650.28. Mr. Hohenberger
193 seconded the motion.

194 Vote 5-0.

195 Motion carried.

196

197 **Review of the 6/26/17 Minutes**

198 **MOTION:** Ms. Simmons made a motion to approve the 6/26/17 minutes as written. Mr.

199 Hohenberger seconded the motion.

200 Vote 5-0.

201 Motion carried.

202

203 **NON-PUBLIC SESSION:** Mr. Hohenberger made a motion to go into non-public session in

204 accordance with RSA 91-A:3 II (a, c, d) Ms. Simmons seconded the motion. Passed

205 unanimously. Roll call vote all “yes”.

206

207 **Personnel - Hiring**

208 Mr. Norman requested permission from the Board to hire an intern for the Community

209 Development Department to help increase their social media presence and work with

210 mapping to identify opportunities for marketable land. The candidate is an honor student at

211 Pinkerton High School and comes with good recommendations.

212

213 The Board discussed the pros and cons to utilizing social media.

214

215 **MOTION:** Mr. Hohenberger made a motion to hire the intern for the Community

216 Development Department. Ms. Simmons seconded the motion.

217 Vote 5-0.

218 Motion carried.

219

220 **MOTION:** Mr. Hohenberger made a motion to waive the typical background check other

221 than the physical. Ms. Simmons seconded the motion.

222 Vote 5-0.

223 Motion carried.

224

225 **Personnel - Hiring**

226 Mr. Norman requested the Board support the reorganization of administrative staff for the

227 Community Development Department by promoting Ms. Suech to Department

228 Administrative Assistant, Grade 10, and then advertising to fill the vacant position of Part

229 Time Administrative Assistant at Grade 9 The Board discussed the changes and resulting job

230 descriptions.

231

232 **MOTION:** Mr. Breton made a motion to support the reorganization of the administrative

233 staff in the Community Development Department as recommended by Mr. Norman; Mr.

234 Hohenberger seconded the motion.

235 Vote 5-0

236 Motion carried.

237

238 **Reputation Matter**

239 The Board discussed an employee matter which Mr. Norman and Mr. Sullivan are working

240 on and supported the direction being taken to resolve any working issues.

241

242 **Land Sale**

243 The potential buyer for Lot 13-K-34B has accepted the town’s purchase price.

244

245 **Personnel – Compensation**

246 Mr. Sullivan presented an employee’s request for a leave of absence for three plus days due
247 to vacation request and not having sufficient earned time to cover full time leave.

248

249 **MOTION:** Mr. Hohenberger made a motion to approve the leave of absence as requested.

250 Ms. Simmons seconded the motion.

251 Vote 5-0.

252 Motion carried.

253

254 **Personnel – Compensation**

255 The Board discussed the pay grade for the General Services Manager.

256

257 **MOTION:** Mr. Desilets made a motion to increase the General Services Manager to Grade
258 21, Step 1 which is a \$3,000 increase. Mr. Breton seconded the motion.

259 Vote 2-3.

260 Motion failed.

261

262 **MOTION:** Mr. Hohenberger made a motion to allow, subject to satisfactory performance, a
263 step increase to Grade 20, Step 2 in six months for the General Services Manager. Mr.

264 Desilets seconded the motion.

265 Vote 5-0.

266 Motion carried.

267

268 **Union Matter:**

269 Mr. Sullivan noted that a police union grievance relative to Overtime was settled. Chief
270 Lewis will issue a general order to address any similar future situations.

271

272 **MOTION:** Mr. Desilets made a motion to authorize Mr. Sullivan to sign the grievance
273 settlement. Ms. Simmons seconded the motion.

274 Vote 5-0.

275 Motion carried.

276

277 **Well Use Agreement Negotiations:**

278 The Board further discussed its negotiating position relative to the proposed agreement to
279 allow use of the Town wells on Fellows Road. Mr. Sullivan will follow-up with the
280 developer and provide the Board’s position.

281

282 **MOTION:** Mr. Hohenberger made a motion to adjourn. Mr. Breton seconded the motion.

283 Vote 5-0.

284 Motion carried.

285 Meeting adjourned at 9:24 p.m.