

BOARD OF SELECTMEN
Minutes of January 30, 2006

MEMBERS PRESENT: Chairman Roger Hohenberger called the meeting to order at 7:00 PM. Selectmen Galen Stearns, Bruce Breton, Alan Carpenter, and Margaret Crisler were present. Town Administrator David Sullivan was also in attendance. Mr. Hohenberger opened the meeting with the Pledge of Allegiance, then requested a chorus of "Happy Birthday" be sung in honor of Mr. Carpenter.

ANNOUNCEMENTS: Mr. Breton introduced Mr. Bob Parson, owner of Just Play Sports, a new sporting goods store on Route 28. Mr. Parson gave a brief summary of his company, which he explained is owned by him and his wife and offers quality supplies and reasonable prices, and thanked the Board for the introduction.

LIAISON REPORTS: None.

TRANSFER STATION BID: Mr. Poulson advised the Board that the 45', 1990 Bobco trailer had been advertised for sale. He noted that, despite his additional efforts to solicit bids, only one had been received from Steco Trailer in the amount of \$1500.

A brief discussion ensued regarding the feasibility of scrapping or repairing the trailer, and whether the Station would ever have need to utilize it again. Mr. Poulson indicated the trailer is in need of serious repair and that, even if the Town were to do so, there are already two working trailers available to staff.

Mr. Stearns moved and Mr. Breton seconded to dispose of the 1990 Bobco trailer from the Transfer Station for the bid price of \$1500 from Steco. Passed unanimously.

FINANCE DIRECTOR: Mrs. Dana Call presented draft copies of the financial reports to be included in the 2005 Annual Reports for the Board's review. She then highlighted several key areas for the Board, including: a significant increase in interests of deposits for the year; the status of the Police Contracted Services funds and the Conservation Land Trust; and the Employee Wage and Benefit report.

PETER ZOHDI: Mr. Zohdi, Edward Herbert Associates, approached on behalf of his client Mr. Mesiti, to request authorization to drill test wells on Fellows Road in the area of the Police Station to establish the availability of water there. He presented detailed maps of the area, and extended his thanks to Mr. Turner for preparing them.

Mr. Zohdi pointed out that the majority of the property in question is in the wetlands/WWPD, and that the purpose of test wells will show the availability of water for a possible system to service the entire area including: Fellows complex, Town Hall complex, and a future extension to Fellow's Road. Mr. Zohdi stated that if adequate water is found to be available, his client would return to the Board at that time to propose a community system, possibly operated by Pennichuck, which could be run up to the Village Center District (VCD).

Mrs. Crisler inquired as to the status of the test wells Mr. Mesiti had intended to drill in the area the cell tower on 111, as presented to the Planning Board. Mr. Zohdi stated they had not been drilled, as yet.

Mr. Turner stated he had spoken with Mr. Zohdi regarding this request, and walked the area several times. He advised the Board that a service road runs between the flood plain and WWPD in the area, which could be utilized by the drilling company, and that there is some nice, high and dry land there as well.

A brief discussion ensued regarding the possibility bringing water out to Center School in the future, if necessary. Mr. Hohenberger inquired about the fire pond on Route 111, and Acting Fire Chief McPherson replied that it is slowly drying up and water to the school would be of help to the Department.

Mr. Stearns inquired how much water Mr. Zohdi was hoping to generate, and Mr. Zohdi replied that, initially, they were seeking 57,750 gallons per day. Mr. Stearns then inquired as to the size of the pump house and how many wells were anticipated. Mr. Zohdi noted that the pump house would be approximately 16'x20', and that two wells were planned to start. He felt that that amount of water could be obtained between two wells within 25' of each other.

Mr. Turner pointed out that the Board should discuss any possible liability before approving the request, and also ensure that a written agreement is place regarding the testing phase and level of commitment.

Mrs. Crisler expressed concerns regarding possible future impacts to Collins Brook and the quality of water in the area due to a water system, but indicated she did not see an issue with approving the test wells.

Discussion ensued regarding testing the water at the time of drilling, and whether hydrants/sprinkler systems will be required within the VCD.

Mr. Carpenter felt that the test wells should be approved, but beyond that lengthy discussion needed to take place regarding Pennichuck's involvement, the density of the VCD and the amount of water required, and possible impacts to Collins Brook. He felt that a meeting with the Planning Board should also be planned prior to any further action.

Mrs. Crisler and Mr. Hohenberger concurred with Mr. Carpenter, and felt the Planning Board and Conservation Commission should be notified immediately following the results. Mr. Carpenter also suggested a hydrologist be consulted regarding the impacts, and pointed out that the Town could own the system and have it overseen by Pennichuck.

Mr. Sullivan agreed that the test wells should be dug, but pointed out that he did not believe the Board had the authority to enter into a long-term agreement, rather it would require a vote at Town Meeting.

Mr. Charles McMahon approached to urge the Board to keep in mind as they explore this matter that elderly housing was once intended to be built in the area in question.

Mr. Carpenter then moved and Mr. Stearns seconded that to permit Mr. Mesiti to proceed with the drilling of two (2) test wells as requested subject to the following: the Town will retain ownership of the drilled wells and no fees, financial responsibility or liability will be incurred; the wells will be tested at the developers expense and the results provided to the Town; and the location of the wells will be determined by Town staff.

Mr. Hohenberger requested that Mr. Carpenter amend his motion to state that the developer will have no implied rights of usage to the water, and Mrs. Crisler requested the motion be amended to require a memorandum of agreement be drafted with the Town and Mr. Mesiti. Mr. Carpenter concurred, and amended his motion as such, and Mr. Stearns then amended his second.

The motion passed unanimously.

TOWN ADMINISTRATOR: Mr. Sullivan presented a request that Finance Director Dana Call's job title/description be changed to "Assistant Town Administrator/Finance Director. He explained that, over the previous two years, Mrs. Call has gradually been assuming greater responsibilities, and

that her main role within the Administration would continue to be that of Finance Director. Mr. Sullivan noted that, if approved, Mrs. Call will also take a greater role in handling citizen complaints, collective bargaining, and will be the individual in charge while he is away. Mr. Sullivan pointed out that, at this time, he was not recommending that Mrs. Call take control over any staff or department. He then noted that this change will include an increase in salary of two grades.

A discussion ensued regarding the Board's support of the change but concerns with the salary increase. Mr. Sullivan pointed out that the salary increase is on par with the Police Captain and Deputy Fire Chief, the only other two "seconds in command", and that Mrs. Call would only be gaining two steps over a two year period, with no immediate effect.

Mrs. Gail Webster approached to agree that Mr. Sullivan needed assistance, however she felt this appeared to be a new position, and inquired about Mrs. Call's credentials and training. Mr. Sullivan replied that the pay scale related to the level of responsibility Mrs. Call would be assuming, and that this was not a new position. Mr. Hohenberger then inquired what qualifications Mrs. Call did possess, to which she replied a Bachelor of Science in Business Administration and an Accounting degree.

Further discussion ensued regarding the Town's salary grades/steps, and Mr. Sullivan reiterated that the change involved only a \$6,000 impact over two (2) years.

Mrs. Crisler moved and Mr. Carpenter seconded to approve the Town Administrator's recommendation to change the Finance Director position to Assistant Town Administrator/Finance Director and to promote the current Finance Director to that position.

A brief discussion ensued regarding two separate motions, and Mrs. Crisler amended her motion and Mr. Carpenter his second to remove the reference to Mrs. Call's promotion.

The amended motion passed unanimously.

Mrs. Crisler then moved and Mr. Carpenter seconded to promote the Finance Director to the position of Assistant Town Administrator/Finance Director at the pay scale recommended by the Town Administrator. Passed 4-1, with Mr. Breton opposed.

Mr. Sullivan thanked the Board for their support, and advised them the change would take effect on February 1, 2006.

OLD BUSINESS: Mr. Sullivan requested the Board re-address a bill for Tokie Enterprises, which had been outstanding for two years. Mr. Sullivan explained the bill was related to a fire on Londonderry Road and the Board had, at the time, decided the bill should be paid by the home owner's insurance. Mr. Sullivan then stated that the homeowner had no insurance at the time, and that as the Fire Department had called the company in it did not speak well for the Town to leave the bill unpaid.

A lengthy discussion ensued regarding the reason for Tokie's presence at the scene, placing a lien against the property to collect, and developing a recourse for the future to collect such funds.

Mrs. Crisler moved and Mr. Stearns seconded to authorize payment of \$750 to Tokie Enterprises, and that a workshop be scheduled to develop a policy to bill homeowners in such instances. Passed unanimously.

Mr. Carpenter expressed concerns at the lack of hot water in the upstairs kitchen at Town Hall. Mr. Sullivan replied that the facility had only a five (5) gallon hot water storage tank, thus it did not last very long.

A discussion ensued regarding use of the facility for functions, and Mr. Carpenter requested that Mr. Sullivan instruct Maintenance Supervisor Allan Barlow to obtain a quote to install an in-line electrical hot water heater. Mr. Sullivan will follow-up.

Mr. Hohenberger noted that a response had been received from Town Counsel relative to the Board's request for a follow-up letter specifically addressing Mr. Coole's inquiry about the Hopkins Road layout procedure.

Mr. Hohenberger then read the correspondence into the record, and thanked Atty. Campbell for his timely response. Staff will forward a copy of the letter to Mr. Coole.

MINUTES: Mr. Stearns moved and Mrs. Crisler seconded to approve the minutes of November 14th and 19th as written. Passed unanimously.

Mr. Stearns moved and Mrs. Crisler seconded to approve the minutes of November 21st as written. Passed unanimously.

Mrs. Crisler moved and Mr. Stearns seconded to approve the minutes of December 5th as written. Passed unanimously.

Mr. Stearns moved and Mr. Breton seconded to approve the minutes of December 19th, January 9th, and January 23rd as written. Passed unanimously.

OLD BUSINESS, CONTINUED: Mr. Carpenter inquired whether staff had notified Scott Bogle of the RPC that the \$3,100 in funding had been removed from the budget. Mr. Sullivan replied in the affirmative.

CORRESPONDENCE: Bond release/Butterfield Jackman Ridge Road Extension. Mr. Stearns moved and Mr. Breton seconded to release the bond in the amount of \$78,120 to Maco Development, retaining \$76,860. Passed unanimously.

Mr. Hohenberger read the public hearing notice into the record regarding the rescheduled reclassification of Pine Hill Road. Mr. Sullivan then inquired whether the Board wished notices to be sent to the residents of Sheffield Street as well, although they are not direct abutters. The Board replied in the affirmative, and Mr. Sullivan will follow-up.

NEW BUSINESS: Mr. Sullivan advised the Board that he had drafted their submission for the 2005 Annual Report, and will forward it to them for review.

Mr. Carpenter moved and Mrs. Crisler seconded to adjourn. Passed unanimously.

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Wendi Devlin, Administrative Assistant

Note: These minutes are in draft form and have not been submitted to the Board for approval.