

BOARD OF SELECTMEN
Minutes of April 9, 2007

MEMBERS PRESENT: Chairman Alan Carpenter called the meeting to order at 7:00 PM. Selectmen Bruce Breton, Dennis Senibaldi, Margaret Crisler and Roger Hohenberger were present, as were Town Administrator David Sullivan and Assistant Town Administrator/Finance Director Dana Call. Following the Pledge of Allegiance, Mr. Carpenter read the agenda into the record.

ANNOUNCEMENTS: Mr. Senibaldi apologized to the residents, staff, and his fellow Board members for circumstances that occurred at the end of previous weeks' meeting.

Mr. Senibaldi extended thanks to the Lion's Club and the Presbyterian Church for working with the Recreation Department to make the Easter Egg Hunt a success, indicating he had forgotten to mention them the previous week.

Mrs. Crisler extended thanks to all who had sent cards and phoned her with well wishes after her recent knee replacement surgery.

MINUTES: None.

LIAISON REPORTS: None.

CORRESPONDENCE: Copy of letter to Treasurer Bob Skinner from the Department of Safety reporting on their audit of the 2003 Homeland Security Grants I and II.

Letter received from the Department of Resources and Economic Development, advising that the Town had not been awarded funds applied for through the LWCF Grant Round 22 for use toward the Wonderland Playground. Mr. Hohenberger inquired if staff could ascertain why the Town's application had been refused, and Mr. Sullivan replied he could ask, but he suspected that even if the funds had been awarded the Town would have had to refuse them as the Playground is actually on Cemetery and not recreation land.

Letter received from Chief Lewis advising the Board that part-time Dispatcher Diane Mullaney had submitted notice of her retirement. Mr. Hohenberger moved and Mr. Senibaldi seconded to accept Mrs. Mullaney's resignation with regrets. Passed unanimously.

Notice of retirement received from Transfer Station employee Les Bell, effective June 28, 2007. Mrs. Crisler moved and Mr. Hohenberger seconded to accept Mr. Bell's resignation with regrets. Passed unanimously.

Letter of resignation received from Fire Department Secretary Patricia Ramsden, effective April 24, 2007. Mrs. Crisler moved and Mr. Hohenberger seconded to accept Mrs. Ramsden's resignation with deep regrets. Passed unanimously.

Letter received from Planning Director Al Turner seeking the Board's guidance as to the construction review and approval process for Londonbridge Road. In it, Mr. Turner explained that this construction does not fall under the Subdivision regulations for procedures and evaluation, as it was approved under a rarely used Board of Selectmen road layout procedure.

After a brief discussion, Mrs. Crisler moved and Mr. Hohenberger seconded to direct Mr. Turner to inspect Londonbridge Road as though it were any other Town subdivision road. Passed unanimously.

Letter received from the Town of Derry, inviting the Board members to attend a tabletop exercise at the Derry Town Offices on April 11th from 8:30 AM to 11 AM.

ANNOUNCEMENTS CONTINUED: Mr. Carpenter announced that the Rockingham Planning Commission would be meeting the following Wednesday at the Town Hall, and that the Planning Board would likely be joining them after 8:00 PM.

TAX ASSESSOR: Mr. Norman reviewed a total of twelve (12) abatements with the Board. He noted that each had been inspected and settlement agreements were in place. The properties discussed were as follows:

- 24 Jackman Ridge Road: Was taxed as completed as of April 1st when it was still under construction. Recommended abatement after correction: \$3680.93.
- 124 Castle Hill Road: Errors found in effective age, plus credit for improvements for persons with disabilities added. Recommended abatement after corrections: \$512.69.
- 4 Orchard Blossom Road: Also under construction as of April 1st, but taxed as complete. Recommended abatement after correction: \$5799.23.
- 32 Gov. Dinsmore Rd./Gov. Dinsmore Rd.: Is actually one single lot divided by the rail trail. Separated portion was taxed as a saleable lot. Corrected to combine land areas, with added portion taxed as back land. Recommended abatement: \$331.56.

A lengthy discussion ensued regarding land calculations, and primary versus secondary land.

- 34 Gov. Dinsmore Rd./Gov. Dinsmore Rd.: Same situation as #32. In addition, adjustment was made due to a listing error. Recommended abatements: \$170.39 and \$245.60.
- 50 Morrison Road: Adjustments made due to utility issues, grading, and error in total living area. Recommended abatement \$532.65.
- 2 Oakwood Road: Adjustment made due to error in grade and living space. Also, removed outbuilding. Recommended abatement: \$718.38.
- Gordon Mountain Road: 35 unit condo complex. Were estimated at 20% completion as of April at \$90K per unit. Upon review, the units were found to be selling for less than estimated. Recommended abatement: \$5372.50.
- 17 Roulston Road: Property is residential in a commercial zone. This entitles the owner to a special appraisal, which was overlooked. Recommended abatement: \$2525.08.
- 8 Orchard Blossom: Living area was overestimated, as was the percentage of completion as of April 1. Recommended abatement: \$11442.04.

Mrs. Crisler moved and Mr. Hohenberger seconded to approve all abatements as recommended, with the exception of #32 and #34 Governor Dinsmore Road.

A discussion ensued regarding the fluctuations in land value. Mr. Senibaldi felt the Board should approve the Governor Dinsmore properties as well,

and requested Mrs. Crisler amend her motion to include them. Mr. Breton concurred. Mrs. Crisler stated that she agreed with Mr. Senibaldi, however, Mr. Hohenberger had requested more information on those particular abatements.

The motion passed unanimously.

It was the consensus of the Board that Mr. Norman return at a future meeting to discuss the Governor Dinsmore Road properties.

Mr. Sullivan reviewed an additional abatement request with the Board relative to the pending donation of 112 Range Road. He noted that an agreement has been drafted by Town Counsel to abate the taxes due of \$5,040, under the stipulation that if the donation does not occur, Mr. Mesiti will be responsible to pay the abated taxes.

After a brief discussion, Mr. Breton moved and Mr. Senibaldi seconded to approve the abatement as recommended and to authorize Mr. Sullivan to execute the agreement with Mr. Mesiti. Passed unanimously.

ANNOUNCEMENTS CONTINUED: Chief Lewis advised the Board that the Police Association has offered to match the Town's approved purchase of three (3) Tasers for the Department. In addition, he has monies available in the Asset Forfeiture Fund to purchase an additional nine (9) units, which will allow each officer to carry one. Chief Lewis then requested that the Board consider waiving the bid process, as there is only one authorized Taser vendor in the area.

A discussion ensued regarding the donation from the Association, which Mr. Sullivan will post for acceptance.

Mr. Hohenberger then moved and Mrs. Crisler seconded to waive the bid process as Taser is a sole source vendor. Passed unanimously.

LIAISON ASSIGNMENTS: The members reviewed their liaison assignments for the ensuing year. Mrs. Crisler moved and Mr. Senibaldi seconded to approve the following as agreed between the members:

- Cable Advisory Board: Mr. Hohenberger
- Capital Improvements Comm.: Mr. Hohenberger / Mr. Senibaldi, Alt.
- Historic District/Heritage Comm.: Mrs. Crisler
- Historic Committee: Mrs. Crisler
- Joint Loss Management Committee: Mr. Breton
- Fire Union: Mr. Breton
- Municipal Union: Mr. Breton
- Police Union: Mr. Senibaldi
- Union Alternate: Mr. Hohenberger
- Technical Advisory Committee: Mr. Carpenter
- Fire Safety Committee: Mrs. Crisler
- Route 93 Task Force: Mr. Hohenberger
- Depot Advisory Committee: Mrs. Crisler
- Recreation Committee: Mr. Breton
- Haz-Mat District: Mr. Senibaldi
- CTAP Committee: Mrs. Crisler / Galen Stearns (Alt.)
- Housing Authority: Mr. Senibaldi
- Welfare: Mr. Carpenter

The motion passed unanimously.

Mrs. Crisler then moved that Mr. Carpenter be primary Planning Board liaison.

Mr. Senibaldi opened the discussion by advising that he had researched previous Town Reports to ascertain whether the Board of Selectmen Chairman had ever served as Planning Board liaison. He noted that he had found no such instances, and urged the Board to adhere to past practices. Mrs. Crisler felt that Mr. Carpenter was well-informed in Planning Board practices, a rational decision maker, and the best representative of the Selectmen to serve on the Planning Board.

Mr. Hohenberger inquired whether Mr. Carpenter would have time for both positions. Mr. Carpenter indicated that the next few weeks might be difficult as he adjusts his schedule, but beyond that it would be fine.

Mr. Breton extended his thanks to Mr. Senibaldi for his support, but indicated that the Alternate position would be acceptable to him.

Mr. Hohenberger then removed his name from the liaison requests for the Alternate Planning Board position. Mr. Senibaldi requested that Mr. Breton be appointed as the Planning Board liaison with Mr. Carpenter as the Alternate. Mr. Hohenberger indicated that he would support Mrs. Crisler as the Alternate. Mr. Breton requested that, as Mr. Hohenberger has removed his name, the members support his appointment as Alternate, noting that Mrs. Crisler had served the Planning Board well over the years.

Mr. Hohenberger then seconded Mrs. Crisler's motion. Passed 4-1, with Mr. Senibaldi opposed.

Mr. Hohenberger nominated Mrs. Crisler as the Planning Board Alternate. The nomination was seconded by Mrs. Crisler.

Mr. Senibaldi nominated Mr. Breton as the Planning Board Alternate, which was seconded by Mr. Breton.

After further discussion, Mr. Hohenberger moved and Mrs. Crisler seconded that Mrs. Crisler serve as Planning Board Alternate. Passed 3-2, with Mr. Breton and Mr. Senibaldi opposed.

OLD BUSINESS: Mr. Senibaldi requested that the Board consider installation of a fountain at the pond at Griffin Park as a deterrent to the geese. He noted he had researched floating fountains, and priced them at approximately \$1,200 with a timer.

After discussion relative to funding availability, it was the consensus of the Board that Mr. Senibaldi get more information and the Recreation Committee's opinion for future discussion.

Mr. Senibaldi inquired whether the Board would support him updating the 2005 Griffin Park landscaping plan. Mr. Hohenberger did not support Mr. Senibaldi's efforts, as he felt there were too many other maintenance needs pending. Mrs. Crisler supported the idea, but indicated she wanted to see a master plan for the area, of which Mr. Breton said there was already one. Mr. Carpenter supported looking at the Plan, but agreed with Mr. Hohenberger's concerns.

Mr. Senibaldi presented a NHDOT paving schedule for the Board's review. Mr. Hohenberger inquired whether any updates had been received from the State regarding the 111 by-pass, as promised by Mr. Cass at the last meeting. Mr. Sullivan indicated he will contact Mr. Stammus, Project Manager, in follow-up.

NEW BUSINESS: Mr. Sullivan requested the Board authorize either he or the Chairman to sign any Department of Environmental Service grant paperwork relative to Conservation Commission land purchases.

After a brief discussion of the resolution, Mr. Breton moved and Mr. Senibaldi seconded to authorize Mr. Sullivan to execute the grants as requested. Passed unanimously.

WORKSHOP/ADMINISTRATION: Mr. Sullivan and Mrs. Call reviewed several items with the Board in workshop session.

- The Board received a tentative long-range calendar of workshops and regular meetings for their review.
- Castle Hill Bridge replacement: Mr. Sullivan is working with Mr. Turner regarding the donation. This item will be scheduled on a future agenda.
- Bartley House Renovations: It has been determined that a lift to the 2nd floor of the facility is not structurally feasible due to space constraints, and will not be required by the State as part of the renovation. A discussion ensued, and it was the consensus of the Board to support moving forward with the project, however, the members would like to see a plan and pricing for installation of an exterior lift.
- Salt Shed and Engineering Study and the Depot Road Improvements and Engineering Study: It was the consensus of the Board to support Mr. McCartney moving forward on both these projects.
- Selectmen Rules of Procedure: It was the general consensus of all to support the Procedures as revised. These will be posted for the next meeting for approval.
- Highway Safety Rules of Procedure: It was the general consensus of the Board to amend the Committee roster to include the Police and Fire Chiefs or their designee, the Planning Director, Highway Agent, and three (3) citizen members.
- Employment Policy and Right of Way Ordinance: The former will be scheduled for a separate workshop, and Mr. Sullivan requested the Board review the latter for future discussion and amendment, as it is not aligned with current procedures.
- Annual Audit: Will begin on April 16th, and will be overseen by a different audit manager from Vachon Clukay.
- Cash/Internal Controls Policy: Mrs. Call will be documenting the current procedures in the future, as well as conducting internal reviews over a period of time.
- Investment Policy: Mrs. Call is working on drafting a policy, which is required by RSA 41:29, for the Board's review. Feedback will also be garnered from the Treasurer, Trustees, and other affected groups.
- GASB 45: Mrs. Call explained that this regulation pertains to accounting for post-employment benefits. Will become effective in 2009, and will require the Town's liability for these benefits to be recognized during the period it is earned.
- Beach Sand Replenishment: Project: Will likely be ready to proceed in mid-May, as the Department of Environmental Services has determined this is not an expedited project. Time to allow the Army Corps of Engineers to comment is required, but the application is expected to be approved. Mr. Carpenter suggested a workshop be

scheduled with the Recreation Committee to discuss improvements to the Beach as a whole. The remaining members concurred. Mr. Sullivan indicated that a workshop with Recreation is currently scheduled for July.

- Nottingham Road Cul-de-sac Conveyance: An agreement is in place with the three (3) abutters, and the plans are finalized. This item will be before the Planning Board in the next few weeks. Mr. Hohenberger moved and Mr. Breton seconded to waive all Planning Board and municipal fees relative to this conveyance. Passed unanimously.
- Mr. Sullivan inquired whether the Board was still in support of the Strategic Plan, to which the members replied in the affirmative. Mr. Sullivan then requested the Board check their schedules for the availability of a Saturday morning to meet with the Strategic Planning Committee.
- Mr. Senibaldi inquired as to the status of the Police Union contract. Mr. Sullivan replied that as the factfinder's report had been rejected, they were back to square one and negotiations would begin again.

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

The meeting was adjourned at 10:30 PM.

Respectfully submitted,

Wendi Devlin, Administrative Assistant

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