

Minutes
Board of Selectmen Meeting
Tuesday April 22, 2014 @ 7:00 PM

Selectmen Present:
Colin Stubbings and Ernest Hartley

The meeting was called to order @ 7:06pm by Chairman Stubbings.

Chairman Stubbings announced that the meeting was being recorded for the purposes of preparing the minutes.

Treasurer – Erik Wagstaff stated that he had provided a monthly reconciliation and things are looking good. Mr. Wagstaff noted that there is a school payment due in May, but money has been coming in, so it looks like we won't have to borrow any money to cover the payment.

Police Department – Chief Garvin reported that TASCOS Security has completed the installation of the new security system at the police department. There is a lock on the outside door that is no longer needed and needs to be taken out and a dead bolt needs to be put in. Chief Garvin also stated that the Memorial Day permit was requested today.

Chief Garvin said that he had spoken with Tim at TASCOS about security at the other town buildings and Tim looked at and assessed the Fire Department and the Town Garage. He did not look at the Selectmen's office building, but Chief Garvin can arrange for him to come back and look at the office. Tim has already provided written quotes for prices of what he recommends for security systems for each building. Chairman Stubbings asked for copies of those quotes. Road Agent, Frank Rodimon and Fire Chief Bruce Henry said that they would bring in a copy for the Board.

Emergency Management – Bernie Marvin informed the Board that the installation of the base radio and the antenna in the Old Church Building will take place on April 29th. The end of the grant period is May 31, 2014. Mr. Marvin noted that everything has gone well to this point. Mr. Marvin thanked Mr. Wagstaff for all the work that he had done to help get the Emergency Operation Center up and running. Mr. Marvin noted that he did run the center last week because of some flooding concerns in the area. Paul Hatch showed Mr. Marvin how to track flooding. Mr. Marvin will get together the paperwork needed to request reimbursement from the EOC grant and submit it.

On June 11th, Mr. Marvin will be attending an Emergency Management conference in Manchester, NH.

Police Department Revisited – Selectman Hartley asked Chief Garvin to talk about a print out that Chief Garvin had submitted to the Board concerning the speeding on River Road. Chief Garvin explained that he had put the radar trailer out on River Road on March 21st due to some concerns from residents on the road about speeders. The trailer was there from 8:00 am until 3:00pm. There were 81 vehicles that drove by between 36-45MPH; 1 reading between 51-55MPH, which was not from a vehicle. Chief Garvin stated that this reading comes from a tuning fork that he uses to make sure that the radar trailer is calibrated correctly. There were 3 vehicles between 46-50MPH; 40 vehicles between 41-45MPH; 50 vehicles 31-35MPH and 15 vehicles between 0-30MPH. The radar trailer also indicates the times that each vehicle goes by.

Resident George Mertz wanted to know what happened after 4:00pm. Chief Garvin noted that the radar trailer was removed and put back in the garage. Mr. Mertz would like Chief Garvin to put the radar trailer back out to record traffic that is going by after 4:00pm because that is when most people are coming back home.

Highway Department – Frank Rodimon stated that he had a conversation with Doug King, who works for Division 2 of the NH DOT. They talked about the intersection by the Town Common. The State archeologist came and said that she feels that the Town Common was not a cemetery. However, there might be an issue with the Louise Glass residence. She wants her driveway to come out on Route 25, which will cause issues with the State getting the line of site that they need. Mr. Rodimon and Mr. King will meet with Ms. Glass on Friday at 10:00am to see if a solution can be reached. If an agreement can't be reached then the project may be put on hold indefinitely.

Mr. Rodimon wanted to know if the Board had contacted Nancy Mayville to find out what the hold up is now concerning the bridge project on Indian Pond Road. Chairman Stubbings said that the Board would look into that.

Mr. Rodimon noted that he will be taking the pistons off the grader and taking them up to Littleton. He stated that after 25 years they have started to leak and need new seals put in.

Mr. Rodimon said that the Town has been extremely lucky with our roads this year. There were a couple issues with some culverts, but other than that the roads are looking pretty good. Fox Run has been graded. The black truck has been taken out of storage for the summer.

Mr. Rodimon also wanted to know if the Board still wanted to go ahead with fixing the garage at the Town Office building so that the Hummer and the cruiser can both be stored there. He would like to get the Hummer out of his garage because he has a few people that pay to use his barn and he needs the room. The Board said that this needed to be done so Mr. Rodimon could start work on it whenever he could.

Chief Garvin stated that he was going to be moving back into Town within the next couple months and wanted to know what the Board wanted him to do with the cruiser at that point.

Would he be able to keep the cruiser at his home like before? Chairman Stubbings and Selectman Hartley said that they would talk with Selectman Lang and decide what to do.

Fire Department – Chief Henry stated that they had an illegal burn last Friday on Route 10. They had to close Route 10 because of some downed power lines in Orford on the same day and then they had a flooded basement on Arron Road. They also covered for Bradford on 04/19 while Bradford was at a barn fire.

There is an individual who is interested in joining the Piermont Fire Department. He is currently on the Bradford Fire Department and is Level I & II certified. Eight firefighters will be going to the Twin State Fire School May 3rd and 4th. Last night the department did a grass burn at the Recycling Center. There was a wire problem on the tanker, but that has since been fixed. The equipment all appears to be okay.

Selectman Hartley stated that Walter Gladstone called him and would like to do a grass burn on his property on River Road and wants Chief Henry to give him a call.

Recreation – Erik Wagstaff gave the Board the game schedules for the baseball and softball teams. Currently home plate is not installed and if Mr. Metcalf needs any help installing it, he can get in touch with Jamie Kingsbury who has offered to help. Mr. Wagstaff noted that he would help, but his schedule is full right now.

Chairman Stubbings asked Mr. Wagstaff about some invoices that we had received for items purchased for the baseball and softball programs. The Board needed to know if the items had been received and in good condition so that we could approve the invoices and get them paid. Mr. Wagstaff stated that the items had been received.

Ms. Collins asked if Mr. Wagstaff had ever gotten an invoice for the balls that he had purchased using the check that had originally been cut for the T-Ball team. He said that he is still waiting on that. He should have one after they do the team pictures because by then he will know if the Town is getting a credit or not. If the Town doesn't get credit for taking their teams to pictures, then we will own some more money.

Manifests – The manifests were reviewed and signed by the Board. Ms. Collins asked Mr. Wagstaff which e-mail address he used when setting up the tax collector's phone. He said that he had used the tax collector's e-mail address. Ms. Collins said that she is not receiving any invoices for the monthly charges that are being billed for the tax collector's phone, but she would check with the tax collector to see if they were going to her e-mail address.

Chairman Stubbings noted that he saw a charge for \$979.77 on the February Avitar bill that related to the Bagley abatement appeal. He also noted that Mr. Bagley had requested an accounting of the fees spent on his account and the Board had reported a much lower figure to him for the Avitar charges. Ms. Collins noted that the figure that she had given to Chairman Stubbings had come directly from Avitar. Chairman Stubbings asked Ms. Collins to follow up

with Avitar to find out the correct figure. (NOTE: After further review of the bill, it was determined that the \$979.77 figure was a cumulative total of charges and the figure given to Mr. Bagley was correct).

Selectman Hartley announced that the Town Clerk had informed him that they had run out of registration stickers today so they had been unable to register vehicles. The Town Clerk had gotten in touch with the Warren Town Clerk and we will be getting some of these stickers tomorrow morning so the Clerk's office will be able to register vehicles tomorrow.

Selectman Hartley said that he had suggested to the Recycling Center to purchase a new reflective jacket for one of their employees because it was ruined. There was some talk about dry cleaning the jackets though Unifirst. Mr. Rodimon will check with them when Unifirst comes to pick up the highway uniforms. If they won't clean them, then maybe the Town can look into purchasing new ones from Unifirst.

Executive Assistant – Ms. Collins said that there was an issue with the timber tax bill to Mr. Nichols. It was billed to the wrong person. On the warrant Ms. Collins had inadvertently left off the "A" on the lot number and the timber taxes were billed to White Mountain National Forest instead of Mr. Nichols. The Board signed an abatement to correct the billing error and then resigned a corrected timber tax warrant.

Ms. Collins had drafted a letter for the Board to sign so that the Town could renew their pole attachment license with PSNH.

The Board signed the 1st issue sewer warrant.

Old Business

Bagley Abatement Appeal – The Board will be in court on Tuesday April 29th at the Superior Court in Haverhill at 9:00am for the Bagley abatement appeal.

Camp Walt Whitman Mediation – Chairman Stubbings noted that the mediation for the Camp Walt Whitman abatement appeal will take place on May 14, 2014 in Littleton, NH.

Town Property for Sale – There are two properties that the Town owns that they are interested in selling at this time. A letter to the abutters of these properties will be drafted for the Thursday morning worksession for the Board to review. The Board would like the bids to be submitted by May 30th so that they can be opened at the first meeting in June.

Former Smith Property – Chairman Stubbings noted that the Board had not received any response to a letter that they had sent to Mr. Smith regard his options for reacquiring his property. At this time, the Board would like to proceed with the next steps so that they can get to the point where they can sell the property.

2013 Audit – Mr. Wagstaff has gotten most of his information together and will send to Erica at Melanson Heath. Ms. Collins noted that she had received the information from the library and will send that to Erica. Ms. Collins is also in the process of getting all her information to Melanson Heath as well. Ms. Collins has not heard back from the tax collector about her materials needed for the audit. Ms. Collins will follow up with her.

Board and Committee Appointments – Susan Belyea has expressed interest in both the Deputy Treasurer and Deputy Tax Collector positions. She can not hold both positions, because of conflicts of interest. The Board would like to appoint her to the Deputy Treasurer position. Mr. Wagstaff does not feel that he would have an issue working with her. Selectman Hartley moved to appoint Ms. Belyea as the Deputy Treasurer. Chairman Stubbings seconded the motion. The Board voted all in favor of this motion.

Zoning Board – Charles Brown, George Tompkins, Helga Mueller were all reappointed to the Zoning Board. Selectman Hartley moved to reappoint the three members. Chairman Stubbings seconded the motion.

Conservation Commission – Selectman Hartley moved to reappoint Helga Mueller and Eric Underhill to the Conservation Commission. Chairman Stubbings seconded the motion. The Board voted all in favor of this motion.

Planning Board – Edward French has requested not to be reappointed. Selectman Hartley spoke with Mr. French today and confirmed that he did not want to be reappointed. Selectman Hartley moved to appoint Barbara Fowler as a full Planning Board member, to reappoint Peggy Fullerton as a full member and to appoint Peter Fullerton as an alternate. Chairman Stubbings seconded the motion. The Board voted all in favor of this motion.

Recreation Department – There was no interest expressed for the recreation department. There was some discussion on what the Board could do to find volunteers for this department.

Ms. Collins will draft letters to all individuals who were appointed and reappointed to be reviewed and signed at the Thursday work session. A thank-you letter to Mr. French will also be drafted for signature.

Timely Reporting – Chairman Stubbings stated that this has been an issue for a while. He also stated that that Board is working on a list of reports that will need to be received by the Board on a timely basis. It is extremely important that this is done this year since the Town is working on a very tight budget and we have already had several unanticipated items come up this year. The prior month's expenditure reports will need to be available by the 21st of the following month.

Ms. Collins brought reports for the first quarter that were passed around to the public for review. Chairman Stubbings also had reports from the Tax Collector and Town Clerk that were

available for review. The Treasurer's Report that Mr. Wagstaff had previously mentioned was also available for review.

Chairman Stubbings asked that if anyone had any comments on the reports or suggestions on what other information they would like to please let the Board know.

Barbara Fowler asked the Board if there was a book with all the policies in Town. Chairman Stubbings said there was a book, but not some of the policies need to be updated.

New Business

Barbara Fowler – Ms. Fowler said that she was not familiar with the meeting procedures that were presented at the last meeting and she would like to make sure that she does things correctly. She will check the book at the Town Office to familiarize herself with them. She wanted to know if someone who was unfamiliar with the policy of being put on the agenda would still be able to speak if they attended the meeting. Chairman Stubbings said that they would be allowed to speak. However, the Board may not be equipped to deal with everything that an individual would like to discuss. Therefore, if they fill out the agenda request form ahead of time then the Board can be prepared and they can also make sure that any department head that should be part of the conversation is also in attendance at the meeting.

Ms. Fowler said that she understands that the state has a bridge list. She also noted that the state inspects the bridges on the list every two year. Mr. Rodimon said that he had spoken with Doug King today to discuss the definition of a bridge. A bridge must have a 10 foot span in order to be on the list. She mentioned that the state also inspects other bridges and culverts not on the list. The culvert by her house was inspected in 2009 & 2011 by the DOT. Ms. Fowler said that she spoke with the DOT at the time of the inspection and they told her to get her "bridge" on the list. Ms. Fowler recommended that the Town look into getting her "bridge" on the list if possible. Mr. Rodimon said that he would look into this. Chairman Stubbings pointed out that if this bridge does get on the list and there is something wrong then it could get quite costly to fix.

Mr. Rodimon mentioned to the Board that he would like to look into getting a single precast deck to replace the culvert by Ms. Fowler's when it was necessary. Ms. Fowler mentioned that the culvert had previously had a span of 16', but had since narrowed to the current 8'. She suggested that when it needed to be replaced that the Town look into widening it again. Mr. Rodimon noted that this would change everything about the project if that happened.

Helga Mueller wanted to know what Ms. Fowler's question had been on the meeting procedures. Ms. Fowler explained that she had not known that she needed to fill out a form to be on the agenda and that she was unaware about the policy regarding the taping of the meeting by members of the public.

Since Ms. Mueller was not at the last meeting Chairman Stubbings reiterated the Public Meeting Recording policy for her, which stated that if a member of the public chooses to record the meeting, they may do so, but they should inform the Board prior to the meeting so that the Board may announce to the public that they are being recorded by someone other than the Board, which uses their recordings for preparing the minutes and then the recording may be deleted after the minutes are approved. He also talked about the agenda request form that should be filled out prior to the meeting if an individual wished to speak to the Board.

George Mertz wanted to know why it was required to announce that someone from the public was recording. Chairman Stubbings said he wasn't on the Board at the time the policy was written. Richard Dion, who was a Selectman at the time the policy was written, said that it was done solely as a courtesy to the public to let them know that they are being recorded by someone other than the Selectmen. If it is announced at the beginning of a meeting then a member of the public may choose not to speak if they were aware that they were being recorded by someone other than the Board.

The Board said that they did not have any issue with the public recording the meeting they would just like it to be announced as a courtesy. It was also noted that this policy was written prior to the Selectman recording their meetings.

Mr. Mertz also suggested that the Board may want to keep their recordings of the meetings in case there is ever an issue with the minutes that needed further clarification. The Board said that they may do this with Town Meeting recordings.

Ann Kuster – Representative Ann Kuster had sent her contact information to the Town and it is available at the Town Office if anyone would like it.

Kindergarten Tour of Selectmen's Office – Selectman Hartley stated that Ms. Eileen and will be bringing her kindergarten class into the Selectmen's Office on Monday April 28th to give them a tour and see what the Selectmen do for the Town. Chairman Stubbings may be there and Selectman Hartley was going to check with Selectman Lang to see if he would be available as well.

Arbor Day – Chairman Stubbings reminded the public that the 250th Anniversary Committee was hosting an Arbor Day celebration on Friday at the Piermont Village School.

Public Input – Erik Wagstaff informed that Board that the ballfield dugout committee wanted to paint the backstop at the ballfield if the Board was okay with that. The committee is looking to get the paint donated and it will be a dark green. The Board didn't have a problem with that. The dugouts are in and they look great. Selectman Hartley asked Mr. Wagstaff if he knew if thank-you letters would be written and if so, the Board wanted to sign them before they went out.

Chief Bruce Henry noted that the firefighters have started to paint the ceiling at the fire department and it looked so much better.

Resident Greg Stelzner wanted to know if the Town had a policy regarding the use of the community room in the Old Church Building. Ms. Collins said that there was a policy. The policy included information about the necessary insurance requirements and fees. Mr. Stelzner wanted to know if he e-mailed her tomorrow if she would be able to send the policy to him. She said that was fine.

Selectman Hartley also noted that there was a schedule in the Town Office for the use of the community room and anyone would need to check and make sure that it was available before planning anything.

Minutes – The minutes from the 04/08/14 meeting were reviewed. Corrections were made. Chairman Stubbings moved to approve the minutes as amended. Selectman Hartley seconded the motion. The Board voted all in favor of this motion.

The minutes from the 01/29/14 Budget Hearing were reviewed. Corrections were made. Selectman Hartley moved to approve the minutes as amended. Chairman Stubbing seconded the motion. The Board voted all in favor of this motion.

Selectman Hartley moved to adjourn from the meeting at 9:03 pm. Chairman Stubbings seconded the motion. The Board voted all in favor of this motion.

Respectfully Submitted,
Jennifer L. Collins

Board of Selectman
Colin Stubbings, Chairman

Approved:

Members of the Public Present at the general meeting as recorded by “sign-in sheet” included:
B. Fowler, F. Rodimon, E. Wagstaff, G. Mertz, G. Stelzner, R. Garvin, D. Mitchell, B. Henry, C. Yeager, B. Marvin, J. Daley, H. Mueller, R. Dion and J. Collins