

Selectmen's Meeting Minutes

February 14, 2000

A regular meeting of the Board of Selectmen was called to order by Chairperson Susan Clay at 7:02pm.

PRESENT:

Susan Clay-Selectperson
Lois Briere-Selectman
Gordon Carlstrom-Selectman
Burton Reynolds-Town Administrator

PUBLIC COMMENT

None

APPOINTMENTS

- 1) Nic Strong discussed job description of Planning Board Coordinator. Susan Clay suggested that on **Accountability**: It be changed to - Reports to Town Administrator and Chairman of the Planning Board. Rather than Reports to Town Administrator or Chairman of the Planning Board.
#2 under **Specific Duties and Responsibilities**: Susan Clay suggested that it read Assist Planning Board in Drafting, formatting and etc., because legally she thought the Planning Board itself is suppose to be drafting. As a legal job description that might be a little more coverage for the Selectmen.
#4 Draft legal description for deed preparation, Susan thought maybe it should read Assist Planning Board in the drafting of, to stay consistent with #5.
Nic said that was;for example; if someone was donating land to the town, and the town was preparing the deed rather than developer having the lawyer preparing the deed. Claire would take from the plan the distances wrap it up into a legal description and send it off to Leslie to have the legal language added. That happens so rarely that Nic was thinking of having a local surveyor do that. So Nic would like to have that deleted from the job description because the only time that would need to be done is if the town was preparing a deed for anything. Susan Clay said that because they encourage so many people to do that, the Board agreed to have it changed to "assist" and Bob Todd could review.
- 2) Next Tuesday the Planning Board is meeting with Rene from Dufresne-Henry, Inc. the town's consulting engineer to discuss matters that have come up regarding inspections, what we expect from them and what they think they are suppose to provide the Planning Board, that is at 7:30pm. At 8:30pm we are reviewing and discussing the second draft of the community services and facilities chapter for the Master Plan.
- 3) Nic asked if the Selectman had given any thought as to who they would put on as Selectman Representative after elections. The Board has not discussed this yet.

4) Al Bell – LaBree Road is ready to have the first phase of the road accepted by the town. Due to his timing and snow cover, Lee and Rene both suggest that holding the final inspection that would normally happen at this point and a compliance hearing with the Planning Board before it is turned over to the Board of Selectmen to have the road actually accepted. Al wants to know if it could be done in the reverse order? Lee and Rene are happy with the paving. So they suggested having the road accepted in terms of the paving to allow for winter maintenance with the stipulation that in the spring the final inspection with the Board of Selectmen, the Engineers, Road Agent and the Planning Board take place and then the compliance hearing with the Planning Board. With another suggestion that some of the bond being held right now be kept until the spring should any repairs to the shoulders or the ditch line be needed. If it did then Al Bell would be responsible for that. Gordon said we would only save 3 weeks until the spring. Susan said she would like to see formal letters from both Lee and Rene about their satisfaction of the work. Nic said she has a letter from Lee but is still waiting for one from Rene. Deeds were held up in late '99 and it was not the Town's fault. It would take a couple of weeks to get this altogether so Gordon suggested waiting until the spring. Susan would like a little further information before making a decision.

MINUTES

The minutes of 1/24/2000 were approved as written.

The minutes of 1/31/2000 were approved as written.

OLD BUSINESS

1) Lyndeborough Road Bridge – Engineering firm Holden met with the contractor Whitcomb and Lee here last week and the main purpose was to set the ground rules as to when things would be done. The engineering firm quizzed the contractor on sub-contractors who they had lined up and so forth. Based on discussion the conclusion was that we would try and remove the current Bailey Bridge in March. Lee called the State and set that up with them. They will come down and do it. Lee put up a sign on the road and Burt recommends that we put something in the Bulletin next month so the public in general knows what the schedule is and what is going to happen. The Selectmen think it would be a good idea to have the sign put on Route 13. Burt said we are expecting money from the DOT shortly. They will give us ½ of their 80% share once the contract has been signed, which it now has.

2) Forestry Committee Appointments – Interviews took place a couple weeks ago with Kim DiPietro, Roger Noonan and Robert Fox. They were all very good candidates. Kim said she would be willing to be an alternate. We could appoint the others, if for some reason they only have one seat available then maybe the Forestry could choose the other one as an alternate.

3) Publication of warrant in paper – Brandy suggested adding with the article explanation. She priced the cost at Kinko's and it would cost approximately \$1300 for 5 doubled sided pages. Because it was not budgeted this year Brandy agreed to give it to us for the price of 2 pages which would be \$640 (a savings of

\$320) plus an extra \$75 for the extra ballots. Back page of Handout is available, Brandi wanted to know if there would be any problem with adding the report from the Deliberative Session to the last page. We will check with Lee Nyquist.

4) Planning issues – None.

NEW BUSINESS

1) Community Facilities Chapter of Master Plan – Town Hall meeting space additional office space, it was suggested that we have a reconfiguration floor plan drawn up. Maybe it might not be a bad idea to have the Building Inspector, Tax Assessor and Planning Department close together. We need more meeting rooms possibly someplace private for welfare recipients to be interviewed. Talked about municipal parking. We need to think about new furniture, filing cabinets and etc.

2) The Bond reviewed a letter written to ZBA Chairman Bill Brendle from Mrs. Hogan and Bill's response.

3) Recreation commissioners will meet with us on March 6.

4) Donated Blueprint Machine – This was donated to the Town by Russell Shiebler

RSA 91-A:3a Non-Public – Susan Clay-yes, Gordon Carlstrom-yes, Lois Briere-yes.

Subject was Fire Inspector termination.

The meeting was adjourned at 9:40pm. Motion Gordon Carlstrom, 2nd Lois Briere. All in favor.