

BOARD OF SELECTMEN MINUTES
MONDAY, FEBRUARY 3, 2014 – 6:30 P.M.
PUBLIC SAFETY COMPLEX – TRAINING ROOM

This meeting was aired live on local cable television.

PRESENT: Leo Janssens II, Chair, Duncan Phyfe, Member, Nick Davis, Clerk, Doug Briggs, Town Administrator and Sylvia Turcotte, Assistant to the Town Administrator.

I. SALUTE THE FLAG

Leo Janssens called the meeting to order at 6:30 p.m. and led everyone in the Pledge of Allegiance.

II. SOLICIT PUBLIC INPUT (5 minute limit) None

III. APPROVAL OF AGENDA

Duncan Phyfe motioned to approve the agenda as presented and Nick Davis seconded. Motion carried.

IV. PRESENTATIONS & REPORT None

V. OLD BUSINESS None

VI. NEW BUSINESS

A. Approval of Discharge of Lien and Subordination Agreement

Leo Janssens stated that the Board needed to approve the Discharge of Lien as the borrowing had run its course. He also noted that the Subordination Agreement was to correct an error in the amount of the mortgage on the previous Subordination Agreement. ***Duncan Phyfe motioned to approve both documents and was seconded by Nick Davis. Motion carried.***

B. Vote to set Liquor License Fee

Leo Janssens noted that the Town had never issued a Beer & Wine Restaurant Liquor License before so the Board had to set the fee. He stated that it was recommended it be set at \$550. He read all current license fees noting that Doug Briggs had checked with other communities and that the \$550 was the average. Nick Davis stated that he would recommend \$500 for this fee. ***After a quick discussion Mr. Davis made the motion to set the fee for a Beer & Wine Restaurant Liquor License at \$500 and was seconded by Duncan Phyfe. Motion carried.***

C. Open Warrant for Annual Town Meeting and Set Closing Date

Leo Janssens stated that the Annual Town Meeting was scheduled for Tuesday, May 6th and the deadline to submit articles would be Tuesday, March 18th at 5:00 p.m. ***Duncan Phyfe made the motion to open the warrant and set the deadline of March 18th for the submission of articles. Nick Davis seconded and the motion carried.***

VII TOWN ADMINISTRATOR'S UPDATE

Doug Briggs stated that it was voted, based on the recommendation of Edd Byrnes, our insurance advisor, by Westminster and the AWRSD to switch from MEDEX 3 to MEDEX 2 for the senior retirees. He added that because we need to be consistent with the others and because we are just getting into this benefit, we will also be offering the MEDEX 2 coverage for the senior retirees effective May 1, 2014.

Mr. Briggs stated that he met with the Advisory Board on January 27th and the Capital Planning Committee on January 29th to review the FY15 Budget and Capital Plan. He noted that he would be

meeting with the Board of Selectmen on Tuesday, February 4th to discuss both. He added that another Capital Planning Committee meeting was scheduled for Wednesday, February 12th to discuss the Capital Plan further and to also discuss Capital items with the School District.

He stated that this past week, due to the great team work displayed by our Dispatch, Police and EMS, an extremely unfortunate circumstance did not escalate into a fatal situation. He noted that it's amazing how good our people are and added that our public safety personnel do a great job. Leo Janssens stated that over the past weekend he had an issue with power at his home and the Municipal Light personnel responded right away and took care of it.

Mr. Briggs stated that he was approached by a representative of the Tennessee Gas Pipeline LLC. Due to increase demand in gas in the northeast they are exploring the feasibility of installing a 250 mile pipeline called the Northeast Expansion Project. Tennessee plans to explore this effort with interested stakeholders, including landowners, elected officials, and local governments and their residents, as well as the appropriate state and federal regulatory agencies. Tennessee will begin to contact landowners along the proposed project route in the coming weeks. He noted that he would ask the Board to vote to allow Tennessee to access town-owned land (2 parcels) for the purposes of surveying the proposed route. He added that the project has an in-service date of November 2018. He stated that the two parcels owned by the Town were located on Ashby Road just before Stowell Road and near Hunter Avenue. **Nick Davis motioned to allow Tennessee access to survey the town-owned parcels and was seconded by Duncan Phyfe. Motion carried.**

He stated that Val Daigle has requested that the Board vote to place an article on the Annual Town Meeting warrant to sell a parcel of land, Map 14, Parcel 27, to her as an abutter for \$500. He added that this parcel is very small and is land-locked and without it she cannot sell her property, which she is trying to do. **Nick Davis motioned to place this on the warrant for the Annual Town Meeting and was seconded by Duncan Phyfe. Motion carried.**

VIII. APPROVAL OF MINUTES

A. January 21, 2014 Minutes – Regular Meeting

Duncan Phyfe made the motion to approve the minutes of January 6, 2014 and was seconded by Nick Davis. Motion carried.

IX. BOS CORRESPONDENCE None

X. FEBRUARY MEETINGS and EVENTS – Nick Davis read the meetings and events as follows:

- Tuesday, February 4, 6:30 p.m. – Board of Selectmen - Lower Level at Town Hall
- Monday, February 10, 10:00 a.m. – Council on Aging Board – Lower Level at Town Hall
- Tuesday, February 11, 6:00 p.m. – Water/Sewer Commission – Lower Level at Town Hall
- Monday, February 24, 7:00 p.m. – Annual Town Caucus – Stevens Memorial Library

XI. ANNOUNCEMENTS

Nick Davis read the announcements as follows.

Town Clerk Reminders:

- January 1st and on – Open registration of voters at the Town Hall, Town Clerk's Office, 32 Main Street, from 7:30 a.m. to 7:00 p.m. on Mondays and 7:30 a.m. to 5:00 p.m. Tuesday thru Thursday.
- February 12, Wednesday – Final Registration for Citizen's Caucus at Town Clerk's office from 8:00 a.m. to 7:00 p.m.

- February 24, Monday – Citizen’s Caucus – 7:00 p.m. at Stevens Memorial Library, Malcolm Stewart Room.

The next scheduled Board of Selectmen meeting will be held on Tuesday, February 18, 2014 at 6:30 p.m. in the Training Room at the Public Safety Building.

XII. SOLICIT PUBLIC INPUT (5 minute limit) None

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT

***At 6:49 p. m. Duncan Phyfe motioned to adjourn the meeting and was seconded by Nick Davis.
Motion carried.***

Respectfully submitted,
Doug Briggs
Town Administrator