

SELECTMEN'S MINUTES  
APRIL 15, 2013

Present were Selectman Bussiere, Selectman Gaudiello, Selectman Hatch, Selectman Malloy, Chairman Clark, Administrator Scruton and Clerk McNeil  
Chairman Clark opened the meeting at 6:30 p.m. and led in the Pledge of Allegiance.

Public Hearing on the Issuance of a Building Permit on Union  
Lake Road a Class VI Road Map 241 Lot 0002 owned by  
Andrew & Suzanne Kasprzak

The public hearing opened at 6:32 p.m. The proposal was reviewed by the Road Agent, Planning Board, Fire Chief and Police Chief. The road has been upgraded and meets the required criteria. Selectman Hatch moved to sign the Class VI Road Agreement, seconded by Selectman Bussiere. It was unanimously voted in the affirmative. The hearing closed at 6:33 p.m.

**DEPARTMENT HEAD QUARTERLY REPORTS**

Chief Conway, Police Dept. – Chief Conway stated that the department is on target with the budget. The only exception may be with the motor vehicle line. Staffing remains at the same level, however calls for service is up. Goals – the department works on the goals as time permits, but they have been very busy so far this year. Selectman Gaudiello noted that motor vehicle stops are down. Chief Conway responded that this is because they are targeting problem areas with high visibility, and the directed patrols data reflects this focus. Selectman Hatch asked if the Police Department can let the neighborhoods know if there are problems in their area. Chief Conway responded that it is hard to get the word out.

Kim Kerekes, Town Clerk – She stated that the deliberative session ran smoothly. There was a 22% turnout for the election, slightly less than was expected. The town clerk's office now uses a one check system. Dog licensing is behind from last year. Over 200 people have used the on-line system. She reminded the Selectmen that there need to be appointments to fill vacancies on the advisory budget committee.

Amy Inglis, Public Library – Mrs. Inglis reported that there were 101 new patrons in the first 3 months of the year. She updated the Board on circulation, use of the public computers, the number of reference questions, their new hires for janitor and page, and grants that have been obtained for programming. She explained that income from fines is down 15% due to new e-mail and text message notification system, which will reduce the funds available to purchase new books and materials.

**REQUEST FOR PERMISSION TO DO MAINTENANCE** on Marsh Road, a Class VI Road – The beavers are very busy flooding the road and the property owners would like to gravel and grade the road. The road is a class VI road and they need to seek permission from the Board of Selectmen. Ted Loder who lives at the far end of Marsh Road said that the area of runoff is a

stream bed which fills up with water and is not connected to the beaver dam. Last year the culvert collapsed and a car fell in the culvert. The culvert was paid for and replaced by the residents. Planner, Marcia Gasses, noted that there is a lot of flooding from the beavers and repairs would require a permit from DES. She suggested getting a professional involved. Cleve Horton stated that there was a pipe there when he moved in 15 years ago, and questioned why the Town removed the replacement put in by the residents. The culvert was removed as it wasn't installed to appropriate standards and violated wetland rules. The residents need to meet with the abutter on whose land the culvert drains and also get a DES permit. Selectman Bussiere moved to authorize standard maintenance on Marsh Road, seconded by Selectman Gaudiello. It was unanimously voted in the affirmative.

#### APPOINTMENTS

Building Committee – Chairman Clark stated that the Board was going to advise the building committee of their charge. He suggested a process whereby those present at the meeting would identify the problem to be solved and then offer solutions. This information will be given to the building committee, which will come back at the next Selectmen's meeting having considered the suggested solutions and report on their conclusions and recommendations. The goal is to identify the solution that best addresses all or most of the problems and that can be actively supported by the majority of the interests in town. Peter Royce stated that those in attendance were not representative of all the groups in town, and we need to try to come up with a plan to get the different groups together. Selectman Gaudiello stated that we need to determine the plan as soon as possible, so we can inform voters about what is being proposed. Jill Hilfiger asked if there is any way to find out why people voted the article down in March. It was felt that there were many reasons, which varied depending on the person's point of view. Some people think that everything is fine currently. Also, the ABC vote that was on the ballot didn't show a consensus that the renovation proposal was a good plan.

What is the problem: Administrator Scruton acted as scribe, taking down the problems identified by those present. Marie Harris asked what do the majority of citizens want for public spaces in the town and cited the desire for a town center. Keith Pratt cited space needs of all departments, ADA, energy efficiency, modernization, safety of renovating the old town office. Garth Svenson suggested we need to foster commercial development to increase the tax base. Mr. Scruton reported that BTA members met with him recently and would like a different construction method for the renovation of the old town office. Selectman Gaudiello noted that the School Board isn't represented in this discussion, and Marcia Gasses reported that recent state data indicates that school growth looks to be level for the next 10 years. Mr. Clark wants to make sure we determine from the SAU what they expect their space needs will be in the next 10 years.

What is the solution: 1) town office included in a community center with the library at the Christmas Dove, freeing up space for the Rec. Dept. in the old library space; 2) renovate the old town office (town, recreation and school) and build a new library; if we had more space than necessary could we lease space; 3) build new town complex including library, town office, community center and SAU, but don't limit options to where the facility would be built; 4)

renovate the old town office and include all of the departments. Whatever direction is chosen, the town needs to launch a marketing campaign for any solution.

**Building Committee:** costs for all of the options would take time and money, rough numbers could be available including the library and the town office at the Christmas Dove, the SAU has to weigh in on their 10 year needs for space, the Christmas Dove option may have to include waste water treatment, community water, as envisioned in the Town's Master Plan.

**Follow-up:** The goal was set to have enough space for 20-25 years for all of the departments involved. Have a member of the tax payers group be involved in the committee. Contact the SAU to see when they may have to move from their current location. It was suggested that there be some outreach by the building committee to different organizations in town to spread the word.

**PUBLIC COMMENTS – Stars and Stripes for Barrington** is half way to their fundraising goal.

**REVIEW OF THE MINUTES - April 1, 2013** – postponed until the next meeting

## **STAFF REPORTS**

### **Administrator Scruton**

1. Recreation MOU – there was discussion of evaluation and supervision of the Rec Director by the Rec Commission and the Town Administrator. Wording in the MOU will be added that if there is a disagreement between the Recreation Commission and the Town Administrator, the Board of Selectmen will be asked to intervene to resolve the difference.
2. The Recreation Commission has two openings – full member and alternate. Also, the Recreation Commission Discovery Center will have to move from the ECLC due to full time kindergarten starting in August. Currently there is no space for the Discovery Center, so they plan to close the program as of this summer.
3. Administrator Scruton thanked the Board for his evaluation and increase in salary.
4. The Deliberative Session rebroadcast problem was caused by a faulty wire/connection. Plans have been made to require Metrocast to set up earlier and test the equipment.
5. The closing for Turbocam has taken place and also an easement deed has been prepared for the American Legion that the town will have rights to use the easement.
6. Cedar Creek agreed to move the well onto their property, so they are not seeking permission to place a new well in the buffer.
7. Tax bills will be going out to a mailing service, rather than being printed in house, which will save both postage costs and staff time. We will also be using a drop box, which will have a Lewiston, ME, mailing address.
8. NHDOT goes after anyone who damages state infrastructure regardless of the amount. They did not know if the traffic division goes after damage to signs.
9. Selectman Gaudiello moved to appoint Sam Boduch as the third library trustee alternate, seconded by Selectman Malloy. It was unanimously voted in the affirmative.

10. Authority to sign the acceptance of the deed for the Leahy closing, Selectman Gaudiello moved to authorize Administrator Scruton to sign acceptance of the deed and any other necessary documents in the closing on the Leahy property being acquired for conservation purposes, seconded by Selectman Malloy. It was unanimously voted in the affirmative.
11. Selectman Bussiere moved to appoint Jessica Stephens as the Deputy Tax Collector, and Lynne Murphy to the receptionist position, seconded by Selectman Gaudiello. It was unanimously voted in the affirmative.
12. Administrator Scruton reviewed the wording from the personnel policy regarding "Payment in Lieu of Insurance" for an "opt out" amount. Selectman Gaudiello moved to approve the amendment to include the "opt out" provision but not the "opt down" provision, seconded by Selectman Bussiere. It was unanimously voted in the affirmative.
13. Selectman Bussiere moved to authorize Administrator Scruton and Chairman Clark to sign for the Highway Safety Grant for DWI Patrols. It was unanimously voted in the affirmative.

#### Clerk McNeil

Clerk McNeil requested signatures on the following:

1. Intent to Cut Timber – Oak on Route 4 and Falzone
2. Intent to Excavate – Lenzi, Guptill, Hatch & Lavoie
3. Timber Tax Warrant in the amount of \$15,169.56
4. Excavation Tax Warrant in the amount of \$2,450.04
5. The Board previously signed the warrants for the tax collector per figures from the auditor due to the change in the tax collector.
6. Application for current use for Cormier and Holderman
7. Abatements #20 - #27
8. Denial of an Elderly Exemption
9. Appointment of Sam Boduch – Library Trustee Alternate and Jessica Lynn Stephens – Deputy Tax Collect
10. Vendor manifests dated 4/4 & 4/11
11. Payroll Manifests dated 3/31 & 4/7

#### OLD BUSINESS

#### NEW BUSINESS

Appointment of Deputy Tax Collector – previously discussed.

Authorization to Accept Leahy Property – previously discussed.

#### SELECTMEN'S REPORT

Selectman Gaudiello stated that Children's Librarian, Wendy Rowe, will be having a mother/daughter tea on May 4<sup>th</sup> at the library. The Friends will be purchasing a television for library use in memory of Clayton and Anne Marie Carl.

Selectman Malloy noted that he has been doing some research on CGI video. The videos that they produce for municipalities presents the image that you want to convey about your community.

Meeting adjourned at 9:34 pm.