

## Official

### **TOWN COUNCIL MINUTES REGULAR MEETING Wednesday, January 10, 2007**

#### **CALL TO ORDER**

Meeting called to order at 7:00 pm.

#### **ROLL CALL**

Chairman George Longfellow, M. Jolin, Paul Loiselle, Patricia Rueppel, Stuart Werksman, James Gorton, Michael DiBitetto, David Ross, and David Jodoin (Town Administrator).

Jason Hyde excused

#### **APPROVAL OF MINUTES**

December 20, 2006

***P. Loiselle motioned to approve. Seconded by D. Ross.***

***Voted unanimously in the affirmative as amended. M. DiBitetto abstained.***

#### **AGENDA OVERVIEW**

#### **NOMINATIONS/APPOINTMENTS**

Available Positions:

Building Board of Appeals, Fill-in Full Member, exp. 6-2009

Conservation Commission, Fill-in Alt. Members, exp. 6/2008

Heritage Commission, (1) Fill-in Alt. Members, exp. 6/2008 & 6/2009 Sally Humphries

***M. DiBitetto motioned to appoint Sally Humphries to the Heritage Commission for the 6/2009 term. Seconded by S. Werksman.***

***Voted unanimously in the affirmative.***

#### **SCHEDULED APPOINTMENTS**

Dale Hemeon, Highway Manager

Stabile Construction Services (Windsor Terrace) Landscaping Bond Release

In August, Stabile wanted the landscaping bond released. There were a few trees which died which have now been replaced therefore recommend releasing their landscaping bond. They have met their two-year obligation.

***M. DiBitetto motioned to release both bonds based on D. Hemeon's recommendation. Seconded by P. Loiselle.***

***Roll call Voted unanimously in the affirmative.***

Hilltop Acres Bond Release

They have met their two-year maintenance period obligation therefore Dale Hemeon recommends release of the bond.

***M. Jolin motioned to release the bond per D. Hemeon's recommendation. S. Werksman seconded.***

***Roll Call Voted unanimously in the affirmative.***

Normands Way Subdivision Bond Reduction: Reduction from \$203,000 to \$75,933.

***S. Werksman motioned to reduce the bond. Seconded by J. Gorton.  
Roll Call Voted unanimously in the affirmative.***

Fire Department, Personal Protective Equipment Bids:

Chief Williams stated that \$20,000 was encumbered for 05-06 due to floods. During the May 06 floods, personal protective equipment and leather boots were damaged by oil. As a result of the September 4<sup>th</sup> inspection, the recommendation was to replace 24 sets of boots and 6 sets of turnout gear. 3 bids were received.

Bergeron \$16,000  
Watchset \$18,000  
Northeast 17,000

Chief Williams requested approval to purchase the 24 sets of boots and 6 sets of gear from Bergeron.

***M. DiBitetto motioned to authorize the purchase. Seconded by D. Ross.***

D. Ross asked what happens to the old equipment?

Chief Williams explained that it is either donated or thrown away. To prevent this from happening again, the department has purchased waders to protect the boots from contamination.

***Voted unanimously in the affirmative.***

**Conservation Commission Study**

Steve Couture (Conservation Commission member): Presented the recommendation to hire Innovative Natural Resource Solutions at a cost of \$5000 to conduct a study and provide data for the Open Space Plan.

M. Jolin asked if the Conservation Commission requested prices from any other consultants.

Steve: stated they had not because this was the company recommended to them and the cost seemed reasonable. There are few consultants that provide this service. The Conservation Commission voted unanimously in favor of this contract.

M. Jolin questioned whether 3 quotes were required based on the town's guidelines.

M. DiBitetto stated that the Council may waive the requirement if it is a unique contract and not readily available from other bidders.

Mr. Levesque, Innovative Natural Resource Solution stated he could provide a bid if necessary. The company has done 15 studies in NH and none have gone for competitive bid. The cost of community services is looking at a snapshot of data for the town. The attempt is to understand, in your town, in a particular year, for open space (land in current use or could be in current use) commercial, industrial and residential, understanding what type of revenue they take in and what services they require. Understand every dollar taken in for taxes, how much it cost to service it. That's the end result. The Jaffery study shows that. There are 5 steps to the study (Simple methodology- the Farm land trust developed it). It is data intensive and time consuming.

1. Meeting with town employees and support staff
2. Data collection phase, which is the most intensive.
3. Allocate all the revenues under the three categories
4. The expenses
5. The analysis and draft a report

This takes months to complete due to the amount of data collection and reports to complete.

P. Rueppel: What is the purpose?

Steve: For example, we have a 300 acre parcel slated for residential and the developer is willing to sell. The funds don't cover the cost. It is possible we will come to the town for a warrant article to purchase but what is the economic benefit. If it is slated for residential, and if we put it in open space, do we have specific data. This will show the benefit.

***P. Loiselle motioned to waive the 3-bid requirement. D. Ross seconded.  
(2/3 required)***

***Roll Call***

<b><i>M. Jolin</i></b>	<b><i>No</i></b>
<b><i>P. Loiselle</i></b>	<b><i>Yes</i></b>
<b><i>D. Ross</i></b>	<b><i>Yes</i></b>
<b><i>P. Rueppel</i></b>	<b><i>Yes</i></b>
<b><i>S. Werksman</i></b>	<b><i>Yes</i></b>
<b><i>M. DiBitetto</i></b>	<b><i>No</i></b>
<b><i>J. Gorton</i></b>	<b><i>Yes</i></b>
<b><i>G. Longfellow</i></b>	<b><i>No</i></b>

***Vote: 5:3 Motion failed requiring 2/3***

D. Ross: This kind of data is the kind of data we will need to craft our growth management ordinance. They will have to look at the cost of community services. This study will be a valuable asset.

G. Longfellow: We know that residential is more costly than commercial. We are better off putting commercial on open space. What is the cost of open space.

Mr. Levesque: For all the services in town, we will ask the departments how they allocate those expenses attributed to land. Forest Fire for example, what type of brush or forest fires are there? Police might say that an open space problem noted is that trash is dumped on open space and they may get related calls.

G. Longfellow: These studies are bias to open space.

Levesque: That's a decision you make based on this study. The Data is the data, you interpret as you like.

M. DiBitetto stated that there should be discussion on whether we support the study at all. In Jaffery, the income for open space is negligible as is the expense. In respect, I don't think this provided any information that we didn't know. It doesn't factor in the cost to acquire the open space. That's where the cost is. This only deals with operation and income. I don't see the value of the report.

D. Ross: We can presume open space cost less but how much. The data is needed to support and make the decisions. This would be valuable to the town for other reasons. This is just a piece that would make their job easier and clearer. We don't make money on the parks or the schools, but that is what the town does.

M. DiBitetto: There is no question that there is value to open space. No one wants a town without open space. It is critical to a quality of life. My argument is when you are looking at buying a parcel of open space, it should be specific for that acquisition and the cost of not having that in development. My point is this is very generic, but the information is of little or no value for planning.

***D. Ross motioned to encourage the Conservation Commission to move ahead and get two more bids. Seconded by J. Gorton.***

***Roll Call***

P. Loiselle Yes  
D. Ross Yes  
P. Rueppel Yes  
S. Werksman Yes  
M. DiBitetto No  
J. Gorton Yes  
M. Jolin Yes  
G. Longfellow No

***Vote 6:2 motion carries***

***M. DiBitetto motioned to approve the Memorandum of understanding and authorize the Council Chair to sign it. Seconded by D. Ross.***

D. Jodoin stated that the town's attorney has reviewed the document.

***Roll Call Voted unanimously in the affirmative.***

**OLD BUSINESS**

**Pay Study**

D. Jodoin presented the pay study.

The current pay scale has not been reviewed for 7 years. The current system between Salary vs. hourly is a bigger problem with people being pigeon holed into one section.

I recommend keeping the step but list everyone by department. This should be reviewed every so often to determine if things are in line.

This includes the Council as well as employees and Administrative position.

Due to the old merit based system, some people never moved up the steps.

M. Jolin questioned the need for the steps and suggested a salary range in place of the steps. You always need to have a range and people will always max out. We might want to give a different raise one year than in the next. If you give a 3% cost of living one year, the steps will then be out of line. You just need an average range with a high and low. Then every few years you review the ranges.

M. DiBitetto asked if we are reviewing existing wages or the range to be adjusted at review time.

G. Longfellow stated that at a prior meeting, Highway, Transfer and Park got a raise. We need to decide if this adjustment will be retroactive.

M. DiBitetto: We don't have the authority to overexpend.

D. Ross: The change in Highway was covered in unhired employees.

\$25,184 is the proposed cost. Fire and Assessing can be handled in unhired employees.

M. Jolin: If we approve, the dollar amount will effect the proposed budget 07-08, and then what happens if we get a default budget?

D. Jodoin: The raise for the Highway and this will be added to the default because it is contractual.

D. Savoie concurred.

M. Jolin: I recommend we approve the salary ranges and you will place people where they belong.

***M. Jolin motioned to approve the new salary ranges. Seconded by M. DiBitetto.  
Roll Call vote unanimously in favor.***

***P. Loiselle motioned to approve increases for a total \$25,184.00 effective January 1,2007.  
Seconded by S. Werksman.***

***Roll Call vote unanimously in favor.***

### **NEW BUSINESS**

Street Names Approval for Heron Pond Estates, Hill Top Village & University Heights  
M. DiBitetto recused himself.

***M. Jolin motioned to approve Woodland Drive. Seconded by P. Loiselle.  
Roll Call Vote unanimously in the affirmative.***

***M. Jolin motioned to accept Heaven Place. Seconded by P. Loiselle.  
Roll Call Vote unanimously in the affirmative.***

Falling Brook Drive  
Yellow Brook Drive  
Juniper Circle  
Red Tail Way  
Fox Trail  
Falcon Drive  
Evergreen Way  
Eagle Road

***P. Loiselle motioned to accept. Seconded by J. Gorton  
Roll Call Vote unanimously in the affirmative.***

### **TOWN ADMINISTRATOR'S REPORT**

D. Jodoin read a letter from Regional Planning addressed to the Sewer Department (see file)

***M. Jolin motioned to move forward. Seconded by J. Gorton.  
Roll Call vote unanimously in favor.***

### **SUB-COMMITTEE REPORTS**

#### **Planning Board**

P. Rueppel stated that she has comments from the Planning Board if anyone is interested.  
Also mentioned a report form the Jordan Institute which was presented to the board.

#### **ZBA**

J. Gorton: The ZBA approved a filling station on the corner of Memorial Drive.  
The other variances granted were for various homes.  
Auto Wholesale and Holden engineering didn't show up.

Parks & Recreation Advisory Board

M. Jolin stated there was something in the packet from the Parks and Recreation Department relative to the land on Corriveau Drive. There are 7 acres and they want to study relative to the deficit for Parks and Rec.

Quimby Mountain was mentioned with no cost.

**NON-PUBLIC SESSION**

***P. Loiseau motioned to enter into non-public session under 91-A:3, II (a) "The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted."***

***Seconded by S. Werksman. Roll Call vote unanimously in favor.***

The Council voted to divulge the following non-public minutes: 7/27/05, 8/24/05, 9/28/05, 11/2/05, and 12/14/05.

**ADJOURNMENT**

The meeting was adjourned at 9:05 pm.

Respectfully submitted,

Leeann Moynihan

Jason M. Hyde  
Town Council Secretary