

Town of Londonderry
Board of Selectmen
Monday December 5, 2016
Budget Presentations and Regular Select Board Meeting
Approved December 19, 2016

1. Call meeting to order

Steve called the meeting to order at 5 p.m.

Board Members in Attendance: Steve Prouty, Paul Gordon, Will Reed and Bill Wylie. Absent: Wayne Blanchard.

Staff in Attendance: Stephanie Thompson, Tina Labeau, Sandra Clark, Kelly Pajala, Duane Hart.

Budget Presentations:

Beautification – Helen Hamman - \$3,000.00 budget

Conservation Commission – Helen Hamman - \$3,522.85 budget

Listers – Sandra Clark – \$37,003.00 budget

Reappraisal Budget – Sandra Clark - \$87,082.50 budget

Highway – Duane Hart

- **Total Summer Budget - \$385,845.57 budget**

- **Total Winter Budget - \$261,268.84 budget**

Parks – Kelly Pajala - \$15,148.50 budget

CRO/Mighty Londonderry – Bruce Frauman - \$400.00 budget

2. Additions or deletions to the agenda

- Municipal Plan Grant Signer resolution
- Dog Issue

Will made a motion to approve the addition if Municipal Planning Grant Signer and Dog Issue. Paul seconded. Motion passed with all in favor (4-0).

3. Minutes

- a. Approval of Regular Board Meeting Minutes – November 21st, 2016

Will made a motion to approve the minutes of November 21st, 2016. Bill seconded. Motion passed with all in favor (4-0).

4. Select board pay orders

Passed around for review and signature

5. Announcements/correspondence

- Correspondence was passed around for review.
- Paul shared that there has been a continuation of a dog issue that has gone on for many years – the individual was invited to the meeting to discuss with the full Board but was not in attendance.

6. Visitors and concerned citizens

- Bette Genser – Shared her concern about no progress. Kevin advised via email that FEMA needs to be closed out before proceeding with CDBG. There is a telephone pole issue that is holding up the close outs. He has been working to reach Lauren Oats. Kevin noted someone else might want to take over this

project, but Stephanie is concerned about continuity. Stephanie will contact Kevin about how to assist and who to contact at Fair Point to get things moving forward. Paul offered any assistance he can provide.

- Paul brought up the Eckman bill. Stephanie will connect with Kevin again on this and try to call Eckman about deliverables and reconnect with the Town Attorney on this.

7. Local Control Commission

8. Town official's business

a) Parks Board – There has been discussion about merging the Parks Board and the Memorial Park Board. The seats of these Boards are appointed by the Select Board. The request is to dissolve the two Board and create a 7-person board to oversee all the parks together. Separate funds would be managed and utilized in the appropriate ways and kept separate as they have been dictated to be through their formation. Currently they have two 5-member Boards, though there are a couple of vacancies - Memorial Park Board has 3 members who will continue. Terms would still be on a rotating basis and staggered. All members from the two Boards are in support of the merger. No disadvantages can be seen of the merger – more can be done and more can be offered. Seats are usually filled at Town Meeting but that is not how it should be. Paul said the Board should appoint and have the new board make the announcement about the merger and who the Board members are and that volunteers are always welcome. The group will iron out the details and bring back to the Select Board.

b) Listers Office – New Appointment – Sandra advised that effective 12/5/16 Dodie Crossman is no longer on the Board of Lister's and will not be running in March. She would like to have the Board appoint Jeff Long. He is willing to learn and has been spending some time with Sandra to learn. She would like him appointed to fill the rest of Dodie's term and have him run in March.

Paul made a motion to accept Dodie's resignation with appreciation and to appoint Jeff Long to fill the remainder of the term until Town Meeting 2017. Will seconded. Motion passed with all in favor (4-0).

c) Tobacco use policy amendment - Concern raised about the working of Section 12 of the Personnel policy about smoking in enclosed areas, but okay in open-air areas. Parks already designated smoke-free. Stephanie noted it could be allowed in certain designated areas, at break times, and/or lunch. This applies to all tobacco usage, vaping and smokeless options. Will stated it should be restricted but allowed in the most discreet manner possible. Paul stated his position is for a total ban on tobacco products on town property. Cessation information can be shared with employees. Kelly said the Collaborative is a resource.

Stephanie will get additional recommendations on policy wording from VLCT and The Collaborative for the next meeting.

d) Zoning Administrator – Application Extension - Stephanie recommended to extend deadline to 12/23/16 and the Board was agreeable to this.

- e) **MPG signer** – At the last meeting Stephanie was appointed. She apparently cannot be the signer. It is recommended that Steve do this.

Bill made a motion to approve Steve as the signer. Paul seconded. Motion passed with all in favor.

- f) **Dog Issue** – Dog Officer Pat Salo has had issues with a dog issue of a dog that bit someone in another town but lives here. The dog is not registered and needs to be, per Town ordinance and State law. Pat has been stonewalled by the owner and has been advised that the State Police, before they can be involved, the Owner needs to be contacted by the Select Board, with the ordinance, and include a timeframe for the registration. If that does not happen, Pat can go with the VSP and issue a ticket. This dog was registered in 2015 not 2016. Registration deadlines are 4/1 of each year. This is the second bite incident. Stephanie will put together the letter and Pat can sign it as well – it will be sent certified mail or delivered via constable.

g) **Transfer Station**

- Will wanted to thank the transfer station to donate fresh compost for Flood Brook School for their farm to school program, and to Steve Twitchell for loading it up.
- Duane advised he received a text from Steve Twitchell that it wasn't plowed or sanded until contacting the contractor. He did not show up until 11 a.m. The Contract amount is for 2" which we had more than. Stephanie was contacted by Esther and shared with her the contract and RFP. David Johnson still has not been in to sign the contract. Paul said he believes he also has the plaza contract which he hopes won't be an issue.

h) **Roads and bridges**

a. **Overweight Permits** –

Paul made a motion to approve the 2016/2017 permits for Alvin Rawson, the 2016 permit for Record Concrete and the 2016 permit for L&W Williams Construction. Will seconded. Motion passed with all in favor (4-0).

- b. **Derry Woods – Grant related easement needs** - Grant work has been completed except for the necessary outstanding easement work. The State wants it to be closed up versus applying for another extension. The permit we need that is part of the grant, and if we get the easements in process, we can closeout the grant. Stephanie would like authorization to have the Town Attorney do the necessary work for the easements.

Will made a motion to contact the Town Attorney to work on the two necessary easements for Derry Woods. Bill seconded. Motion passed with all in favor (4-0).

c. **Updates** –

- o This current budget year, there is money for the old garage overhead door. \$2500 budgeted for it, and the low bid is from Overhead Door for \$1,957.00 and would be a roll-up style door to accommodate the cross-bracing. The other bid was Champion Overhead door \$4,386.00.

Bill made a motion to move forward with the door from Overhead Door for \$1,957 and for the road crew to do any needed framing work. Paul seconded. Motion passed with all in favor (4-0).

i) **Old business**

a. **Salt/Sand Shed** – Bill contacted three local contractors and did a site visit with Paul and asked for an estimate for the necessary site preparation work. M&M bid \$52,500, Hunter bid \$56,750, and Chaves bid \$30,000 (but this may be missing something based on pricing). He will follow-up on this with Chaves to clarify. He got a drawing of a metal frame building 42' x 84' with 12' walls \$50,000 installed (including engineer). Hayden Construction provided a bid on concrete footing and rebar and walls for \$45,707. Paul and Bill will do additional follow-up work on costs and options.

- Will asked about giving the voters two choices at Town meeting. The sentiment was to look at one option that the Board can support and present it. It was discussed that the more information we can get out about the project the better. Will suggested that we put a note in the Town newsletter about why we need to do this and ballpark costs. The issue should also be presented at candidate's night in February.

b. **Flood Brook School Generator Bid Award**

Stephanie met with Kevin Beattie, Neal McIntyre and Greg Harrington to review the FBS generator bids. The group recommends accepting the bid from Sparky's Electric for \$51,119.00. This happens to also be the lowest bid, and meets the specifications best.

Will made a motion to accept the bid for the Flood Brook School Generator project from Sparky Electric for \$51,119.00. Bill seconded. Motion passed with all in favor (4-0).

j) **New Business**

k) **Adjourn**

Will made a motion to adjourn. Paul seconded. Motion passed with all in favor (4-0).

Meeting was adjourned at 8:40 p.m.