

BOARD OF SELECTMEN MEETING
Minutes of 04-06-09
5:30 p.m.

Selectmen:

Peter F. Brothers, Chairman
Miller C. Lovett, Vice Chairman
Robert C. Flanders
Charles G. Palm
Colette Worsman

Co-Interim Town Managers:

John C. Edgar
Brenda L. Vittner

Recording Clerk:

Karin Landry

Call to Order: Chairman Peter Brothers called the meeting to order at 5:30 p.m. He introduced the Board, Co-Interim Town Managers, and the Recording Clerk, and made announcements pertaining to fire exits, listening assisted devices, microphones, and cell phones.

ACCEPTANCE AND/OR CORRECTION OF MINUTES:

W 09-16 Minutes of the March 9, 16, and 23 Non-Public Meeting, March 9 and 23 Workshops, and March 16 Regular Meeting.

Selectman Palm motioned to accept the minutes of the March 9, 16, and 23 Non-Public Meeting, the March 9 Workshop, and the March 16 Regular Meeting. He motioned that the Minutes of the March 23 Workshop be held for further review by the Board. Seconded by Selectman Flanders.

The minutes of the March 16, 2009 Regular Meeting, page 2, line 8, should be amended to read: "Vice Chair Miller Lovett" instead of "Co-Chair Miller Lovett."

5-0. All in favor. Motion passed unanimously.

CO-INTERIM TOWN MANAGERS' REPORT:

- The search for a new Town Manager has begun. Advertisements began running this weekend and are posted on various websites. The text of the advertisement includes a direct link to the Town's website, where additional information regarding the community can be accessed. Board members should contact the Co-Interim Town Managers with changes to the advertisement or website.
- Over 45 clubs and organizations participated in last weekend's event hosted by the Altrusa Club highlighting volunteer opportunities in the community. As a result of the event, a volunteer coordination calendar will be devised for networking purposes and to avoid duplication or conflict when scheduling events. Interest was expressed in holding a similar event next year.

- There has been a failure of a small section of the retaining wall under the right rear corner of the garage at the Town Hall Annex. The collapse of the wall exposed rotted sills which must be replaced. Code Enforcement Officer Bill Edney and Public Works Director Mike Faller are working together to address the immediate and long-term solutions to the problem. The Board will be kept apprised of the situation.
- Employee meetings were held last week to ensure that all departments are on target with the 2009 budget, and are updated on the COLA implementation and the search for a Town Manager.
- Co-Interim Town Manager Brenda Vittner reviewed on the first quarter General Fund revenues for 2009. She compared revenues for the period January 1 through March 31 for the years 2007, 2008, and 2009. There was an approximate \$83,000 decrease in revenues from 2007 to 2008, and an approximate \$110,000 decrease in revenues from 2008 to 2009. The Board will be updated on a monthly basis. In addition, Ms. Vittner provided the Board with information regarding MS-4 and MS-6 estimates. The estimates will be reviewed once the governor's budget is in place. The expense side of the budget will be reviewed at an upcoming workshop.

VISITOR'S AND RESIDENT'S COMMENTS:

None

SELECTMENS' COMMENTS:

None

NEW BUSINESS:**09-17 Abatement Approvals**

Ms. Vittner introduced the matter. Several abatement requests need to be acted upon:

1. 2008 abatements in the aggregate of \$1,958.51, and
2. 2006 and 2007 abatements in the amounts of \$399.53 and \$405.85 respectively.

Assessor Commerford provided the Board with detailed information pertaining to the abatement requests. Several of the abatements are as a result of getting an interior inspection for the first time. The Assessor's office makes an effort to keep the assessment value within 10% of the market value. Mr. Commerford made a recommendation to grant five of the ten abatement requests included for review. Selectman Worsman asked if one of the parcels is in current use due to the fact that the assessed value seemed low. Mr. Commerford answered in the affirmative.

At the request of the Chair, Mr. Commerford reviewed the abatement process. The deadline for submitting 2008 abatements was March 1. A total of 56 requests for abatement were submitted for 2008. 16 of those requests (including those presented at this meeting) have been reviewed to date. The Town must respond to all abatement requests by July 1.

Selectman Flanders moved that the Board approve the abatements as recommended by Assessor Commerford for the year 2008 in the aggregate amount of \$1,958.51, as presented on the summary sheet (five granted, five denied). Seconded by Selectman Worsman. 5-0. All in favor. Motion passed unanimously.

Selectman Flanders moved that the Board approve the abatement as recommended by Assessor Commerford for the year 2007 in the amount of \$405.85 as presented on the summary sheet. Seconded by Selectman Worsman. 5-0. All in favor. Motion passed unanimously.

Selectman Flanders moved to approve the abatement for the year 2006 as recommended by Assessor Commerford in the amount of \$399.03 as presented on the summary sheet. Seconded by Selectman Worsman. 5-0. All in favor. Motion passed unanimously.

09-18 Drainage Easement Assessment

Town Planner Angela LaBrecque reviewed the background for a five-lot subdivision on Livingston Road. A conditional approval was granted by the Planning Board on December 9, 2008. During the review process, the Department of Public Works expressed concern with roadside drainage and pointed out the importance of an existing drainage ditch on the subject property. A requirement for acceptance of a drainage easement by the Board of Selectmen was incorporated into the conditional subdivision approval. The proposed easement deed has been reviewed by the Interim Town Managers, Director of Public Works, and Town Counsel. The form of the easement deed is acceptable. The applicant's attorney has certified the owner has good title and can convey the easement free of liens and mortgages. The Board of Selectman needs to accept the easement deed in order for the subdivision to proceed with final approval and be recorded. No fiscal impact is anticipated. Ms. LaBrecque identified the property with visual aids. The Board members are familiar with the site.

Selectman Palm moved that in light of the Board's discussion, and comments from Town staff and Town counsel reviewed this evening, the Board of Selectmen accept the proposed drainage easement and authorize the execution and recording of the document. Seconded by Selectman Worsman.

Selectman Palm requested that the motion be amended to specify that the Board will obtain the Public Works Department's approval of the easement language in writing.

Amendment to motion: Seconded by Selectman Worsman. 5-0. All in favor. Motion passed unanimously.

Original motion: 5-0. All in favor. Motion passed unanimously.

09-19 Board Appointments

Each year the Board of Selectmen considers new appointments and re-appointments to various volunteer boards for the Town of Meredith. The following volunteers have attended meetings and met the requirements for serving on the respective Board. Back up documentation and applications are available for the Board's review.

Zoning Board of Adjustment – three re-appointments of regular members: David Thorpe, Jack Dever, and Brian Flanders

Meredith Planning Board – two re-appointments of regular members: Bill Bayard and Roger Sorell

Meredith Conservation Commission – two re-appointments of regular members: John Sherman and Paula Wanzer

Meredith Conservation Commission – two re-appointments of alternate members: Dan Heyduk and Jacque Colburn

Meredith Conservation Commission – three new alternate members: Mark Billings, Bob Davis, and Michelle Therrien

Water Study Committee – three new appointments of regular members: Dan Cornelissen, Timothy Goodheart, and Paul Anderson

Fire Warden Appointment – State of NH, Forest Protection Bureau: Ken Jones, Meredith Fire Chief

In addition, the Board would like to give a special thanks to retiring regular members of the Meredith Conservation Commission who served during the time the Town acquired the Ames and Long Ridge easements, and conserved the Page Pond property - Pauli Novicki, Terry Lance, and Paul Del Frari. A formal letter of thanks will be prepared for the Board's signature.

Selectman Worsman moved that the Board appoint the listed members on the appropriate Boards as presented, and prepare a letter to retiring members of the Conservation Commission expressing thanks for their dedicated service. Seconded by Selectman Lovett.

Zoning Board of Adjustment: 4-0-1. (Selectman Flanders abstained). Motion passed.

Planning Board, Conservation Commission, Water Study Committee, Fire Warden: 5-0. All in favor. Motion passed unanimously.

Letter of thanks: 5-0. All in favor. Motion passed unanimously.

OLD BUSINESS:

None

ADJOURNMENT:

Selectman Worsman motioned to adjourn the meeting at 6:20 p.m. Seconded by Selectman Palm. 5-0. All in favor. Motion passed unanimously.

After a short break, the Board moved into a Non-Public Meeting per 91-A:3 II(b) and (c) to address matters related to hiring.

Respectfully submitted,

John C. Edgar, Co-Interim Town Mgr.

Peter F. Brothers, Chairman

Brenda L. Vittner, Co-Interim Town Mgr.

Miller C. Lovett, Vice Chairman

Karin Landry, Recording Clerk

Robert C. Flanders

Charles G. Palm

Colette Worsman