

**BOARD OF SELECTMEN MEETING**  
**Minutes of 09-14-09**  
**5:30 p.m.**

***Selectmen:***

*(Absent with Notice)*  
*(Absent with Notice)*

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

***Town Manager:***

*Phillip L. Warren*

***Recording Clerk:***

*Karin Landry*

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

**ACCEPTANCE AND/OR CORRECTION OF MINUTES:**

**W 09-46 Minutes of the August 17 and 24 Regular Meetings, August 3, 17, and 31 Workshops, and the August 17 Non-Public Meeting.**

*Selectman Worsman motioned to accept the minutes as listed. Seconded by Selectman Palm.*

Selectman Worsman suggested a few minor changes that were incorporated in the minutes prior to the meeting.

The August 24 Regular Meeting minutes are on hold, and the August 3 Workshop minutes are being held because there was not a quorum.

*3-0-0. Motion passed.*

**TOWN MANAGER'S REPORT:**

- Town Manager Phillip Warren thanked everyone for the warm welcome he has received during the first five days as Town Manager, and apologized for not yet knowing everyone's name.
- A workshop addressing budget goals and philosophy scheduled for September 21 at 4:15 p.m. conflicts with the open house scheduled on the same day at 5:30 pm. The Town Manager asked the Board for direction on how to proceed.
- A workshop is scheduled on September 28 at 4:15 p.m. for the Water & Sewer Ordinance update.
- A workshop is scheduled for October 5 to review the Annex project award.
- The Town offices are closed on Monday, October 12, in observance of Columbus Day.

- A public hearing is scheduled for October 19 on the Water & Sewer Ordinance and access fees. The required notice of hearing will be posted on September 29. All information regarding changes to the Ordinance will be available for the public's review at that time.

**VISITOR'S AND RESIDENT'S COMMENTS:**

None

**SELECTMENS COMMENTS:**

The Chair announced that Town Manager Phillip Warren will be introduced to the community on Monday, September 29, from 5:30 – 7:30 in Room B of the Community Center. It will be an opportunity for the community to meet, greet, and get acquainted with the new Town Manager. The public is invited to stop by to meet Mr. Warren and have him meet you.

**NEW BUSINESS:****09-47 Abatement**

The Town Manager introduced the matter. The abatement is a 2007 abatement that will be heard before the Board of Tax and Land Appeals later next month. The property is a 50' wide by 200' long strip of land located on Lake Winnisquam. It is bordered on the west by the Beauvais camp and on the east by the Casaranos. Assessor Jim Commerford inspected the property with the owner in August. It is not buildable based on its size, and has very little utility because of a small brook that runs down the middle of the lot. It was assessed in 2007 and 2008 for \$73,000. Based upon the inspection and its lack of utility, Mr. Commerford recommends the value be reduced to \$50,000, resulting in a difference of \$23,000 or \$250.93 in taxes for 2007 and \$263.58 in taxes for 2008. This is a total abatement, not including interest, of \$514.51 for both years. Mr. Commerford has discussed settlement with the Casaranos in said amount, and it is hoped that the matter will settle before going to hearing next month.

*Selectman Worsman moved that the abatement as presented in the amount of \$514.51 for two years be approved. Seconded by Selectman Palm. 3-0-0. Motion passed.*

**09-48 Approval of Updated General Assistance Guidelines**

Administrative Services Director Brenda Vittner introduced the matter. A requirement of RSA 165 is that municipalities set criteria for determining eligibility for general assistance that be reviewed on a yearly basis. The guidelines were last updated by the Board of Selectmen on May 1, 2008. Finance and General Assistance Officer Linda LaBraney, reviewed the Town's guidelines and prepared the yearly update. The updates include two dollar items, an addition of manufactured home space lot rental of \$360, and an increase in burials and cremations from \$500 to \$840. The signature page will be placed in the Selectmen's' file at the Town Hall.

The Board and Ms. Vittner thanked Ms. LaBraney for her efforts in updating the guidelines, and complemented her work.

*Selectman Palm motioned to amend the annual General Assistance Guidelines through the revision date of August 31, 2009. Seconded by Selectman Worsman. 3-0.0. Motion passed.*

#### **09-49 NH Lakes Demonstration Project**

In 2005, a grant was awarded to the Town from the New Hampshire Department of Environmental Service (DES). \$21,920 of the grant funds still remain. Town staff, NH Lakes, and DES met to discuss ways or projects in which the balance of the funds could be utilized to help advance aspects of the Waukewan Watershed Management Plan. A demonstration project to educate the public on the importance of water quality and shoreline protection was developed for Lake Waukewan Park.

On September 15, 2008 the Board held a workshop regarding the demonstration project and expressed their support with moving forward on a conceptual level, with the stipulation that final approval of the project is required from the Town once the details are worked out. The revised grant agreement was revised and approved by DES. Because most of the original grant project has been completed, the deadline for the use of the remainder of the funds can be extended past August 30.

The project includes a rain garden that would be implemented by Interlake's students, the stabilization of 45 linear feet of shoreline, and the planting of 125 linear feet of vegetative strip along the shoreline. The garden will catch runoff that will infiltrate into the ground, mimicking natural hydrology. The project will include no more than a day's work from the Public Works Department. Public Works and Water & Sewer support moving forward with the project. The Conservation Committee favorably commented on the project. There is a match requirement of \$14,686 for the project, which will be met through volunteer time over the past summer. Although Public Works will be providing some of the plant material for the project, most of the plant material is being donated.

In addition, there are three unhealthy locus trees on the shoreline whose root systems have been compromised. The removal of the trees is not incorporated in the project at this time, but can easily be included if the Board approves their removal. NH Lakes has volunteered their arborist to assess those trees and prepare a written statement. Ms. LaBrecque will verify that there is no requirement that dying or dead trees be replaced under the shoreline protection rules.

The Chair spoke in favor of replacing trees that provide shade and comfort to those using the Park. Ms. LaBrecque will investigate if the replacement of the trees can be included in the DES permitting. If new trees are planted, their effect on the view of the Lake in future years must be considered. Ms. LaBrecque explained that the vegetation planting won't require additional watering because they are native plants that are durable in low water as well as being able to tolerate large amounts of water. The area is currently maintained by mowing, and the plantings will reduce the area that must be mowed. Selectman Palm suggested that a maintenance agreement be drafted in order to avoid future problems regarding issues surrounding the

maintenance of the garden. Ms. LaBrecque will follow through on the matter. The agreement will be incorporated into the future plans of the Public Works Department.

The Town Manager recommends approval of the project. He thanked the staff, particularly Ms. LaBrecque, for outstanding efforts on the project.

*Selectman Palm motioned to approve the expenditure of the balance of the grant funds in accordance with the project as outlined in the Staff Report. Seconded by Selectman Worsman. 3-0-0. Motion passed.*

**OLD BUSINESS:**

None

**ADJOURNMENT:**

*Selectman Worsman motioned to adjourn the meeting at 6:15 p.m. Seconded by Selectman Palm. 3-0-0. Motion passed.*

Respectfully submitted,

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Phillip L. Warren, Town Manager

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Peter F. Brothers, Chairman

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Karin Landry, Recording Clerk

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Charles G. Palm

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Colette Worsman