

**Board of Selectmen Meeting**  
**Minutes of July 9, 2007**

***Selectmen:***

***Frank S. Michel, Chairman***  
***Peter F. Brothers, Vice Chairman***  
***Robert C. Flanders***  
***Miller C. Lovett***  
***Colette Worsman***

***Town Manager:***  
***Recording Clerk:***

***Carol M. Granfield***  
***Karin Landry***

Call to Order: Chairman Frank Michel called the meeting to order at 5:30 p.m.

The Chair introduced the Board, Town Manager and Recording Clerk. He made announcements regarding fire exits, listening assisted devices and the use of microphones. He asked that questions and comments be directed through the Board Chair unless otherwise noted.

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

**07-41 Minutes of 06/04/07 Workshop, Regular Board Meeting, and Non-Public Meeting; and Minutes of 6/18/07 Regular Board Meeting and Non-Public Meeting**

*Selectman Flanders moved that the Board accept the minutes of the June 4, 2007 Workshop, Regular Board Meeting, and Non-Public Meeting; and the minutes of the June 18, 2007 Regular Board Meeting and Non-Public Meeting. Seconded by Colette Worsman.*

The minutes of the June 4 Board meeting and workshop were reviewed and edited by the Board since they last met on June 18, and they agreed that they should be approved as presented.

*6/4 Minutes: 4-0-0. (Chair Michel abstained, not present at meetings) Motion passed;*  
*6/18 Minutes: 5-0. Motion passed unanimously.*

**TOWN MANAGER'S REPORT:**

- A number of residents have expressed concerns regarding outdoor water use by the Town while the water prohibition is in place. The watering taking place at Hesky Park and Scenic Park (as well as watering at the Inns) utilizes water from Lake Winnepesaukee. Watering at Prescott Park utilizes a well. The irrigation system at the new police station is not being used. All watering there is by hand.

- Work on the Roundabout is scheduled to resume this week. Traffic control by cadets has started on the weekends. This seems to improve the flow of traffic.
- The boat launches are in full operation, with cadets at the Town Docks and the pilot program in place at Shep Brown's Marina. The Marina launched quite a few boats belonging to out-of-state people last week. The final numbers are not available.
- The Lake Host Program has been looking for milfoil at Lake Waukegan and the Town Docks.
- Pat Tarpey of the Lake Winnepesaukee Watershed Association indicated that Lake Winnepesaukee is currently being considered in a contest being held by American Express. It has been selected as one of the top 50 finalists. Any holder of an American Express card is urged to go online to vote for the project.
- A grant that was to be pursued through a non-profit for wireless internet access in the downtown area was not able to go forward based on final costs. Dialogue has taken place with Metrocast regarding participation in a pilot program through one of their carriers. If the program moves forward, they know the Town is interested.
- The MIA/POW monument at Hesky Park could be recognized as a national monument. It is the only spot in the country that holds a weekly vigil. Legislators are interested in submitting legislation.
- The Special Town Meeting to cast votes for an amendment to the ordinance pertaining to electronic signs will be held on July 31. Absentee ballots are available through the Town Clerk.
- A citizen survey is scheduled to be mailed by the end of the week. The purpose of the survey is to find out what the public thinks of various Town operations. 600 citizens were selected randomly from the voter's list. If you received a survey, please take a few minutes to fill it out and return it.
- Prompted by a request made a few meetings ago by Jim Hughes for an update on Town Goals, the Town Manager reported on the progress being made:
  - **Protecting water quality.** Meredith Bay and Winnepesaukee/Waukegan Watershed activities have been very successful. Work is being done on those programs. The sewer study is in the final stages. Code enforcement violations are taken care of. Monitoring of Bay water quality has been enhanced with additional work.
  - **Improve department efficiencies to contain costs.** Work is currently taking place as departments are reviewing and making modifications within their department.

- **Enhanced Communication.** Utilizing cable show and newspapers. The cable show has been helpful in providing information on the upcoming Special Town meeting.
- **Add personnel to departments most in need.** The goal was addressed in the recent budget year. There might be more requests for those that weren't approved during the upcoming budget process.
- **Developing information technology plan.** The Town is getting a new exchange server so it can handle its own email system. The 3-year replacement program for replacement of computers is being monitored and handled.
- **Improve planning and development review process.** This is an ongoing effort and continues to be streamlined.
- **Improving capital improvement process.** The CIP Committee wishes to meet with the Board in late August or early September. The format was modified this past year and continues to be streamlined.
- **Revision of road standards.** A workshop was recently held on road standards. Work is moving forth.
- **Development of workforce housing.** The Boynton Rd. project is moving forward. The Town is working with the Laconia Area Land Trust with a CDBG grant.
- **Maintaining a viable and sustainable community.** This goal is ongoing with the development of the community in accordance with the Community Master Plan. The Conservation Commission has been doing excellent work with preserving open space. A career partnership program is taking place at the schools with the Greater Meredith Program and Town businesses.

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

Resident Karen Sticht received abatements on three properties. Two of her tax bills reflected the older, higher assessment. She paid her first installment at the higher rate, and was told that adjustments will be made to the fall bill. She asked if she will be paid interest on the installment based on the higher assessment. Assessor Jim Commerford explained that the first tax bill of the year is a pre-payment on the fall bill. The fall bill will self correct and make up any difference. The Town's practice is not to pay interest on the difference between the first and second installment. Brenda Vittner is checking to see if there are any statutory requirements and Jim will report back to Ms. Sticht.

Resident Peter Miller asked questions regarding the process of 2006 abatements. To date there have been 269 abatements, with a total valuation of close to \$15 million, there were 208 changes recommended in the amount of \$160,687.71 by the Assessor, 61 changes that were not recommended by the Assessor, and there is 1 left to do. Appeals can still be made to the Superior Court Board of Tax and Land Appeals. There have been no appeals to date. Mr. Miller reminded the Board that they have to make a decision on what will be done with the \$500,000 held in reserve in the event of litigation.

**SELECTMEN COMMENTS:**

Selectman Worsman inquired about the status of her questions regarding the budget. The budget will be addressed at the upcoming workshop on July 16. The Town Manager is awaiting a response to her questions that are more individual in nature.

Jeannie Forester, Executive Director of the Greater Meredith Program, has invited everyone to the Meredith Village Farmers Market scheduled every Thursday, July 5 through August 30, from 2:30 to 5:30 p.m. Chair Michel encouraged everyone to support the Market.

**07-47 Abatements.**

Carol Granfield presented a list of 15 abatements in the total amount of \$18,000.24. Each request for abatement was thoroughly investigated by Assessor Commerford and he made a recommendation for their approval. 269 abatements have been processed to date. She recommends approving the abatements as proposed.

*Selectman Brothers moved to approve 15 abatements presented for 2006 in the total amount of \$18,000.24. Seconded by Selectman Worsman.*

In response to a question posed by Selectman Worsman, Assessor Commerford told the Board that Vision Appraisal was off on the valuation of campgrounds because they used information based on sales in Moultonborough and Maine that were very high. He found campground sales in New Hampshire over the past 3-4 years that showed a much lesser amount. The income information from the campgrounds supports the new assessed values.

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

The Chair directed the Town Manager and Brenda Vittner to prepare a memo with their recommendations on what should be done with the money being held in reserve for litigation in connection with assessments.

**NEW BUSINESS:****07-48 Water Capacity Update**

The Town Manager outlined the water capacity update. The first portion pertains to the mandatory water restriction and recommendations regarding moving forth on it; the second portion addresses water capacity options. Legal questions are currently under review for the second portion.

Water & Sewer Superintendent Bob Hill told the Board that on June 23<sup>rd</sup> the water level in the storage tank dropped to 23 ½'. Full capacity is 30'. The drop, which resulted from a combination of the Lake being in a full turnover stage, high heat, and high outdoor

water use, prompted an emergency ban on outdoor watering. In addition to high demand, 47 new residences have come on the system since last year, many of which are large, expensive homes that have irrigation systems. The system was thoroughly tested for leaks and none were found. The water treatment plant was operating as fast and best as it could. Most residents understand that the situation is critical and support the ban. Dialogue has taken place with the NHDES and they are aware of the problem and have offered their support.

Dialogue ensued regarding the critical nature of the situation including life and safety issues. The Board outlined the steps that have been taken over the past 2-3 years to conserve water.

Superintendent Hill recommended relaxing the moratorium to allow for watering at each street address three days a week between 5 a.m. to 8 a.m. and 6 p.m. to 9 p.m., with odd numbered residences watering on Monday, Wednesday and Saturday and even numbered residences on Tuesday, Thursday and Sunday. Outdoor water use would be prohibited on Friday. Use of automated sprinkler systems would be restricted to 30 minutes during the allotted times on the allotted days.

Selectman Flanders characterized the demand for water as being at a crisis point and recommended that the Board take strong action. He would like to see a guaranteed maximum price for water plant expansion presented at the 2009 Town meeting. The Chair urged the Selectmen to restrict dialogue to comments relative to the restrictions.

Selectman Brothers suggested that different rates should be applied to different uses of water and that the rate schedule should be designed to promote conservation. The Board needs to take positive steps to identify the areas that they can control. He cautioned that placing or lifting a moratorium on outdoor watering too many times could result in customers not taking it seriously.

Dialogue ensued regarding the importance of educating the public on conservation and the cost effectiveness of drilling artisan wells for irrigation purposes.

*Selectman Brothers motioned that the Board lift the water restriction initially implemented and adopt a provision that provides for restricted watering three days a week between the hours of 5 to 8 a.m. and 6 to 9 p.m., based on odd and even street addresses as presented. Seconded by Selectman Worsman.*

Dialogue ensued regarding production levels at the plant at the time the tank was brought back to full capacity. Selectman Lovett suggested that the Board delay making a decision until that information is in hand, and that dialogue needs to take place pertaining to the money needed to build a new plant and its location. The Chair directed Superintendent Hill to get the numbers together, and revise his memo based on their discussions.

Resident Jim Hughes commented on the effectiveness of the ban. The wording of the ban needs to more clearly define what can and can't be watered. He is in favor of the proposed partial ban.

Resident Peter Miller commented on the difficulty in defining spare capacity and how the maximum daily demand of June 23<sup>rd</sup> throws out all previous calculations.

*1-4 (Selectman Brothers in favor of modified ban). Motion passed.*

Ray Korber of KV Partners presented recommendations for policy guidance on accepting connections to the Meredith water system. The policy has been developed based on discussions at the water system workshop and subsequent discussions among Town staff. Upon concurrence from the Board, additional policy details will be developed. The policy focuses on seven goals and objectives:

1. Ensure water system meets the defined level of service
2. Be fair and equitable to those wishing to connect
3. Be transparent in approach
4. Consider impacts to current system users first
5. Clearly define the point at which actual system connections will be accepted
6. Clearly articulate the capacity issues and the Town's policy in addressing those issues
7. Put in writing the requirements and conditions for approval of system extensions and connections

The key elements for Policy implementation are:

1. Assess system capacity based on historical water use trends to determine available capacity for new connections to the system
2. Allocate available capacity giving priority to those located within the existing service area. In general, available capacity shall be allocated in the following order of priority:
  - a. Outstanding building permits
  - b. Parcels located within the existing service area
  - c. Proposed developments
3. If capacity is available for proposed developments, give priority to those developments that advance the public interest and support other community goals and objectives.
4. Based on the system capacity analysis and prioritized allocation, determine whether specific restrictions or moratoriums on system extensions and/or connections are warranted. Issue restrictions and moratoriums as required to ensure the water system level of service is met.

Mr. Korber asked the Board to either accept the policy approach and direct Town staff to formulate specifics for the Board's consideration, or reject the policy approach and hold a second workshop to assess alternative policies. Chair Michel asked that Mr. Korber to provide the Board with the notes for his presentation.

Mr. Korber presented a diagram of the water system as it exists today. He answered questions regarding the definition of maximum daily demand and agreed that the numbers need to be adjusted to reflect the recent spike in demand. He conferred with John Edgar, Director of Community Development, on issues and build-out analysis. The number of additional hookups were projected based on lots as they exist today, as well as subdivided lots.

Selectman Worsman pointed out that the water system was originally brought to the Meredith Center/104 area because fuel tanks at the Meredith Center Store contaminated wells in that area. She asked if there would be a significant change in the future needs if the properties located between the edge of the main part of town and Meredith center were or were not allocated water access. Mr. Korber agreed to provide the Board with that information.

A workshop should be held on July 16 to address additional details. Dialogue ensued regarding monitoring and limiting irrigation systems. Superintendent Hill commented on difficulties in determining how much water is used for outdoor purposes if a separate hook up is not installed for that purpose.

Resident Richard Juve suggested the use of a spread sheet in making that determination.

Resident Peter Miller pointed out that the new maximum daily demand figure will be in effect for two years and will affect decisions made related to the water use ordinance. He went on to say that the macro issue is how the Town is going to pay for the major water system improvements facing it. 60% of water system improvements are paid for by the water fund, and 40% of the improvements are paid for by the voters. The fund will not be able to cover 60% of the costs facing the Town. The water use ordinance identifies a potential source of funding. When developments are initially denied due to water use ordinance requirements, the owner may enter into negotiations with the Town to remediate deficiencies and/or implement on site and/or offsite improvements. Mr. Miller suggested getting a consultant to do a tutorial on impact fees and that the concept of a TIF district might pertain to this issue. Most taxpayers are not on the water system and the Town has to figure what they are going to do without hitting them with 100% of the costs.

Bill Bayard of the Planning Board suggested hookup fees and higher rates for atypical use. The Town has not allocated much for soft costs and a lot of analysis must be done on a water tank and the construction of a water treatment facility.

Resident Jim Hughes suggested that the high point of usable water in the Town be identified so those lots above that level will know they cannot be serviced by the water

system unless they build pump stations to increase the pressure. He is in support of a workshop in order to better understand the issues involved with water capacity.

The workshop scheduled for July 16 at 4 p.m. will address the water ban and capacity update, a philosophical approach to the budget, and Community Center fees. The Chair asked the Board to come prepared, ready to make a decision relative to the ban based on new information. He asked Ray Korber to present the Board with a timeline agenda as to what he needs them to make decisions on to move forward.

**07-44 Proposed Road Name Change: Land Auction Bureau Road to Checkerberry Lane**

A public hearing was held on the proposed road name change of Land Auction Bureau Road to Checkerberry Lane. No members of the public spoke against the proposal. The police and fire chief have no issues with the name change. The Town Manager recommended the name change.

*Selectman Worsman motioned that the Board change the name Land Auction Bureau Road to Checkerberry Lane. Seconded by Peter Brothers. 5-0. All in favor. Motion passed unanimously.*

The Board took a 5 minute recess at 8:40 p.m. before making a motion to go into a Non-Public meeting pursuant to RSA 91-A:3 II(a).

Respectfully submitted,

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Carol M. Granfield, Town Manager

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Frank S. Michel, Chairman

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Karin Landry, Recording Clerk

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Peter F. Brothers, Vice Chairman

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Robert C. Flanders

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Miller C. Lovett

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Colette Worsman