

**Board of Selectmen Meeting**  
**Minutes of July 23, 2007**

<b>Selectmen:</b>	<i>(Absent with Notice)</i>	<b>Frank S. Michel, Chairman</b> <b>Peter F. Brothers, Acting Chairman</b> <b>Robert C. Flanders</b> <b>Miller C. Lovett</b> <b>Colette Worsman</b>
<b>Town Manager:</b>		<b>Carol M. Granfield</b>
<b>Recording Clerk:</b>		<b>Karin Landry</b>

Call to Order: Acting Chairman Peter Brothers 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.

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

**07-49 Minutes of: June 25, 2007 Workshop; June 28, 2007 Non-Public Meeting; July 9, 2007 Regular Meeting; July 9, 2007 Non-Public Meeting; July 16, 2007 Non-Public Meeting**

*Selectman Lovett moved that the Board accept the minutes of the June 25, 2007 Workshop, June 28, 2007 Non-Public Meeting, July 9, 2007 Regular Meeting, July 9, 2007 Non-Public Meeting, and July 16, 2007 Non-Public Meeting. Seconded by Colette Worsman. 4-0-0 (6/25, 6/28, 7/9); 3-0-0-0 (7/16 – Selectman Flanders absent with notice). Motion passed.*

**TOWN MANAGER’S REPORT:**

- This Saturday is hazardous waste collection day at the transfer station. For more information, contact Public Works.
- At the last DOT Project Advisory Committee meeting, several traffic modeling options were discussed. Videos were shown based on traffic modeling projections through 2030. Although traffic through the center of town showed improvement, there will be a significant increase in traffic on Rte. 104 from I93.
- The citizen surveys went out. The return date is August 10.
- A workshop will be scheduled with the Greater Meredith Program. They will tell the Board about a presentation from the Community Development Finance Authority highlighting changes in the Main Street Program, and present different models and options indicating levels of involvement and participation.

- A cable show will be filmed this week on Bear Island to highlight an area people might not know much about.
- The Special Town Meeting will be held on July 31 at the Community Center. Polls will be open from 7 a.m. to 7 p.m. The Town Manager asked the Selectmen to let her know their preference for coverage by e-mail. Lisa Herder will coordinate the coverage.
- Applications for the position of Fire Chief are closing this Friday. Selected candidates will be interviewed by a panel that includes a representative from the Board. Carol Granfield will coordinate scheduling of the interviews.

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

None

**SELECTMEN COMMENTS:**

Selectman Lovett would like to have a committee appointed to make recommendations to the Capital Improvement Committee on improvements to the water system by September 1. He proposed a committee comprised of Brenda Vittner, Carol Granfield, two selectmen, two members of the CIC, Bob Hill, and possibly one or two users of the system. The CIC needs definite, clear cut recommendations on the problem of water system capital outlays. Selectman Flanders is not prepared to set up a committee at this time. He expressed concerns with the makeup of the committee and bringing the members up to speed. Selectman Worsman is in support of the committee. She has been approached by residents with a lot of experience in water treatment plants. Capital improvements to the facility are a huge expense, 40% of which is supported by the taxpayers. Selectman Brothers is reluctant to start another committee at this point. A fair amount of resources and effort have been spent on getting an understanding of the problem. He is comfortable with the work of the Town's engineer, who together with Water & Sewer Superintendent Bob Hill, will be passing along information to the CIC. There are issues that need to be identified and the Board needs input from Chair Michel. Selectman Lovett concurred that the Chair needs to weigh in on the matter and would like to get it on the agenda as quickly as possible so the CIC has the information they need to make provisions for water system improvements this next year and over the next 5-10 years. The Acting Chair directed him to work with the Town Manager to get the matter on the agenda.

Selectman Worsman reported on the Benefits Committee. They have requested additional information and will meet in August. She urged residents to cast their vote at the Special Town Meeting. She reported on the Planning Board Agenda:

- RCC Atlantic Inc., d/b/a Unicel for Meredith Nominee Trust No. 1 proposed a plan to construct a wireless telecommunication facility with related site improvements on Tax Map R11, Lot 1, 18 Hatch Corner Rd., in the forest/rural district that was approved with a 50' tree limit buffer surrounding the tower.

- 38 Main Street LLC proposed a site plan amendment to add commercial space to existing mixed use at Tax Map U07, Lot 131, 38 Main Street, in the central business district, that was approved.
- MSS Realty Trust of 1995 proposed a site plan to construct an 85-unit senior living facility and related site improvements, located on Tax Map S17, Lot 16, Upper Mill Pt. Dr., in the shoreline and Rte 3 South district. A site walk is scheduled for this Saturday. The balance of the proposal will come before the Planning Board this Tuesday for continuation of a public hearing for proposed site plan and architectural design review.
- Crosspoint Associates proposed a site plan to rebuild and expand the existing retail space with related site improvements on Tax Map 15, Lots 1&4, 38 New Hampshire Rte. 125, in the central business district. A site walk is scheduled for Saturday. A continuation of the public hearing on the site and architectural review is coming before the Planning Board on Tuesday.
- George Felt approached the Board for a dental group with a proposed site plan to construct a professional office building and architectural design review on Tax Map S17, Lot 17H, Northview Dr., in the commercial/Rte. 3 South district that was conditionally approved.
- There will be a continuation of a public hearing from First Development Corp. for a proposed major subdivision on Tax Map R04, Lot 5 into 43 single family cluster condominium units on Pease Rd.
- The next meeting is tomorrow night at 7 p.m.

Acting Chair Brothers told the public that the Board met in a workshop prior to the Board meeting regarding water system connections and developing policy. Handouts are available at the Town office covering some of the key elements of the policy in significant detail. A declaration has been issued for the Water Use Ordinance with provisions that developments expected to generate a maximum daily demand that exceeds 10% of available spare capacity shall be subject to denial to connection to the water system. The intent is to put a temporary cap to activity until a full analysis is done and there is a draft Ordinance that can be acted on.

#### **NEW BUSINESS:**

##### **07-50 Mid-Year Update of Appropriations and Revenues**

Director of Administrative Services Brenda Vittner highlighted a summary of warranted revenues and collections as of 6/30/2007:

- The first billing of property tax is an estimate based on half of the prior year's total taxes. As of July 1, collections are at 57%.
- The current use tax to date is \$13,500 and collections are at 100%

She highlighted a summary of estimated revenues:

- There are more boats being registered this year, and boat taxes are a little higher than planned.
- Interest & Penalties are at 97%
- Motor vehicle permit fees are a little ahead of projections
- The Town does not receive payments from the State of New Hampshire on a number of things until year end.
- Estimated projections for investments to date are over 50%
- Miscellaneous reimbursements are not budgeted for and are unexpected revenues. They are offset by expenditures.

She presented a municipal budget summary update:

- General Assistance has expended 70% of the amount planned for as of the end of June. 69 clients have been assisted through the end of June, approximately 25 applications were denied based on guidelines. We are up significantly from last year's figures. The numbers will probably not slow down as we approach the fall heating season.
- The Fire Department appears overspent at 62% expended, but a grant of \$93,000 from the federal government has not been received. Once that happens, they will be at 50%.
- Principal is at 75% and interest is at 30%. Because of the way the payments are structured, all but \$10,000 will be spent by year end. The \$10,000 must be budgeted for tax anticipation notes in the event the Town has to borrow money.
- \$287,500 will be transferred at the end of July into the CIP expendable trust fund. The once a year transfer will then show 100% expended.
- Three capital projects that have not been undertaken will be taken care of by year end.
- The Conservation Commission is heading into their busier time and there will be more bills from them between the end of summer and the fall.
- The bundled project is underway. We have not received the first pay requisite so cannot report on that at this time.

Brenda does not know if the increased revenue in boat taxes is related to the advertising that was done urging people to register in Meredith. She believes that the town will meet its estimate for building permits by year end. The Board thanked Brenda for the update.

#### **07-51 Petition to Acquire Land by Eminent Domain**

The Town Manager presented the Board with a petition, along with the referenced RSA's, to proceed with the acquisition of land by eminent domain for the purpose of expansion of the Town of Meredith Water Plant. She requested that the Board takes action to proceed with this to schedule a public hearing, no later than thirty days following the posting of the notice of public hearing, in order to entertain public

comment with respect to the petition. In order to accommodate the 30-day notice period, it is recommended that the Public Hearing be scheduled for September 17.

*Selectman Flanders moved that the Board schedule a public hearing on September 17 for the purpose of moving forward with eminent domain to acquire land for the water treatment plant. Seconded by Colette Worsman. 4-0-0. Motion passed.*

**OLD BUSINESS:**

None

The next regular Board meeting is scheduled for August 6. The next workshop is scheduled for August 13 and will address the potential disposition of the police station and Annex, and will look at alternate space needs for the Town. The Acting Chair asked the Board members to let Carol Granfield know about anything they would like to address at upcoming meetings. Miller Lovett asked that a major block of time is allocated to the budget procedure.

*Selectman Flanders moved to adjourn the meeting at 6:25. Seconded by Colette Worsman. 4-0-0. Motion passed.*

Respectfully submitted,

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Carol M. Granfield, Town Manager

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Peter F. Brothers, Acting Chairman

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Karin Landry, Recording Clerk

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Robert C. Flanders

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Miller C. Lovett

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Colette Worsman