

Board of Selectmen Meeting
Minutes of August 20, 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 made announcements regarding fire exits, listening assisted devices, and the use of microphones. He introduced the Board, Town Manager, and Recording Clerk. He asked that questions and comments be directed through the Chair.

ACCEPTANCE AND/OR CORRECTION OF MINUTES:

07-49 Minutes of August 6, 2007 Board of Selectmen Meeting; August 6, 2007 Non-Public Meeting; and August 13, 2007 Non-Public Meeting

Selectman Brothers motioned to approve the minutes of the August 6, 2007 Board of Selectman Meeting; August 6, 2007 Non-Public Meeting; and August 13, 2007 Non-Public Meeting. Seconded by Colette Worsman. 5-0. All in favor. Motion passed unanimously.

TOWN MANAGER'S REPORT:

- The meeting schedule has been changed due to the Labor Day holiday. The next meeting is a workshop scheduled for August 27 at 4 p.m. The water ordinance amendment, a joint workshop with the CIP Committee, and continued discussion of on the disposition of the old police station are on the agenda. Regular Board meetings are scheduled for September 10 and September 17. All meetings are posted on the website.
- The Fire Station Committee and the DOT PAC Committee are meeting tomorrow night. The Fire Station Building Advisory Committee will meet at the Town Hall Annex at 6 p.m. They are scheduled to make a presentation to the Board on September 10.
- The Employee Benefits Committee is meeting with a consultant this Wednesday at 3 p.m. They will make a presentation to the Board at the September 10 meeting.

- The expenditures to date associated with the water treatment plant are \$5,615.16. Additional costs have been incurred, but not yet billed. The Town Manager will update the Board as information is received.
- Discussions have taken place with Emery & Garrett, groundwater experts located in Meredith, who do work nationwide, to explore the feasibility of using groundwater for various options.
- A meeting is scheduled next month with municipal code consultants to finalize the code recodification. The code will be reviewed by departments and legal counsel, and will come before the Board for action.
- A preconstruction meeting is scheduled to begin implementation of work on the Waukevan bathhouse. The Town Manager will provide a construction schedule once meetings with the contractor and staff have been held.

VISITOR'S AND RESIDENT'S COMMENTS

Resident Dave Sticht raised concerns about the availability of minutes of non-public meetings to the public. He said that the appropriate RSA provides that minutes of a non-public meeting be made available in 72 hours [*Per NH RSA 91-A:3 III, "Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting..."*]. Mr. Sticht said he was denied access to the minutes of a non-public session that should have been available under the statute. He also expressed concerns about being asked to fill out a form under the Freedom of Information Act, which is not required by the statute. The Town Manager explained that the form is used for all requests for information to ensure that the Town provides the correct information. Dialogue took place regarding how the RSA is cited when moving into a non-public session. The Chair directed the Town Manager to review the process for making minutes available to the public and apologized to Mr. Sticht for the inconvenience.

Resident Jim Hughes suggested that the Board contact Steven Nedeau or Charles Roth Well Drilling Company about research they did on the availability of groundwater. He inquired about the use that has been made of the reader board radar smart system that was purchased by the police department in August of 2006, and whether there have been any reports or publicity on it. The Chair directed the Town Manager to look into the matter.

Richard Juve of Wall Street asked the Chair for a summary business line report that would include a summary of all departments consolidated of salary, FICA, electric, oil, and medical expenses. He asked that the report include the amount budgeted, encumbered, expended, and the percentage expended. The Chair told Mr. Juve that his request would be accommodated.

SELECTMEN COMMENTS

Selectman Worsman asked about the status of the motorcycle week expense revenue report that she previously requested. The report is being prepared by the Finance Department and the Town Manager will provide it to her once it is complete. She will also provide her with a Community Center fundraising activities statement since conception.

Selectman Worsman reported on the Planning Board's August 14 meeting:

- An application was submitted by B&N Designs LLC for a proposed major subdivision on Tax Map S25, Lots 30 and 38, into 6 lots, on Waukewan Street in the Residential District. The application was accepted as complete and a site walk will take place this Saturday.
- True Road LLC and Laconia Area Community Land Trust came before the Board to propose a lot line adjustment so they can expand property enough to move mobile homes in one area and coincide with the 10-acre minimum required, allowing the Land Trust to put in the proposed subdivision on Tax Map S14, Lot 29, and Tax Map U11, Lot 63 for a 32-unit multi-family affordable housing project on Boynton Street in the Residential District. A site walk is scheduled for September 22.
- Raymond Bertholet for the Shops at Meredith Place submitted an application for a site plan amendment for a change of use from retail to emergency clinic for overnight care of animals at Tax Map U06, Lot 144, 8 Maple Street in the Central Business District.
- The Board continued a public hearing held on July 10 for a proposed major subdivision by Robert Hale Andrew and the Phyllis Eldridge Trust to subdivide 15.73 acres into 5 lots, Tax Map S 02, Lot 1, located on Old Center Harbor Road in the Forestry and Rural District.
- B&N Designs LLC proposed a major subdivision on Tax Map S 25, Lots 30 and 38, into 5 Lots, on Waukewan Street in the Residential District. The application was accepted on August 14.
- Harris Cove Estates LLC submitted a preapplication design review for a proposed 13 Lot subdivision on Meredith Neck Road, Tax Map U32, Lot 11, in the Shoreline District.

Selectman Worsman also reported on the Employee Benefits Committee. The Committee will meet next Wednesday at 3 p.m. They received a fair amount of information on benefits and salaries from other communities, and are following up on requests for information from private businesses, so they can compare the two.

Selectman Lovett did not report on any committees but observed that the capital improvement activities will begin in September and capital outlays beyond \$90,000 will be considered. The meetings are a critical place for taxpayers and citizens to find out

about the direction for the budget process. He invited anyone that is interested to attend and urged the public to contact their Selectman to share their thoughts.

Selectman Brothers reported on the Fire Station Building Advisory Committee. Bauen Corporation and the architect are working with the committee on conceptual design work. The Committee is moving into the design development stage that will allow them to make cost estimates. A presentation will be made to the Board on September 10 and to the CIP Committee in September.

Selectman Flanders will report on the Waukegan Watershed Advisory Committee at the next Board meeting.

OLD BUSINESS

07-48 Water Capacity Update

Town Manager Carol Granfield introduced the matter.

Bob Hill, Water & Sewer Superintendent, briefly reported on the background of the water capacity issue and set forth the items found since the last report:

- DCA Alarm went into intermittent failure causing raw water and finished water pumps to switch on/off out of sequence. DCA-alarm has been replaced.
- Actuators for influent control valves on treatment unit #3 and #4 were intermittently sticking causing shutdown of the treatment units. The valves were cleaned.
- Bearing in filter surface wash arm in treatment unit #3 was worn. Bearing was replaced.
- The Solenoid switch on treatment unit #1 was out of sequence with flush activator control signal and was repaired.
- One of the three raw water pumps was operating at 60% capacity. The pump has been repaired and is scheduled for delivery to the plant by Tuesday of this week. Once in place, the pumps will be tested for efficiency.

He updated recommendations on operations:

- Dave Langsfeld, Operations Specialist, should be retained to complete an independent evaluation of critical control and monitoring operations. He will provide 3 full days of work, including airfare, for \$5,000. Seamons MicroFleck proposed 1 full day of work for \$4,350, plus expenses.
- More staff resources have been assigned to work in the water plant dedicated to plant operations.
- Existing personnel will be retrained and new personnel will be trained in the operations of the water treatment plant.
- The existing maintenance program is being rewritten to expand and meet new requirements, as well as any updates to plant operations.

Superintendent Hill agreed with the Chair that there was not a single cause for the capacity problem, but the Town is moving forward and stabilizing operations at the plant. He recommended that the water ban be lifted at this time, with the exception of automatic sprinkler systems. He recommended that automatic sprinkler systems be allowed to water on Mondays, Wednesdays, and Fridays only. There are 17 properties that currently have automatic sprinkler systems, and they will receive hand-delivered notices of the exception to the lifting of the ban.

Dialogue ensued regarding the lifting of the ban. Chair Michel is comfortable that the current demand for water can be met. Selectman Lovett inquired if the plant can be tested at high capacity before lifting the ban. The test will be completed by D. Langsfeld when he does his evaluation. Bob Flanders is comfortable in implementing the reductions in the water ban, and cited decreases in average daily temperatures that greatly reduce the demand for outside watering, as well as recent improvements to the plant. Selectman Brothers acknowledged the time and effort spent getting a handle on the situation, and the corrections made to the operations and mechanics of the system. He is in favor of lifting the ban. Selectman Worsman has seen tremendous progress in addressing the matter and is comfortable in lifting the ban.

Resident Jim Hughes urged the Board to lift the ban. He would like to have more research done on full water capacity and the minimum capacity for the water storage tank. He is also interested in how much of the water being produced is actually paid for.

Superintendent Hill told the Board that he would make the same recommendation if temperatures were in the 90's at this time.

Selectman Worsman motioned to lift the ban but for automatically sprinklered homes being limited to Monday, Wednesday, and Friday between 6-9 a.m., if they choose to water. Those accounts will be notified individually with hand-delivered notices. Seconded by Selectman Flanders. 5-0. All in favor. Motion passed unanimously.

The Board took a 5 minute recess at 6:35 p.m. before adjourning to a workshop.

Respectfully submitted,

Carol M. Granfield, Town Manager

Frank S. Michel, Chairman

Karin Landry, Recording Clerk

Peter F. Brothers, Vice Chairman

Robert C. Flanders

Miller C. Lovett

Colette Worsman