

**Board of Selectmen Meeting
Minutes of 03/24/08
5:30 p.m.**

Selectmen:

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

Town Manager:

Carol M. Granfield

Recording Clerk:

Karin Landry

Call to Order: Chairman Peter Brothers called the meeting to order at 5:30 p.m. He made announcements pertaining to fire exits, listening assisted devices, and the use of microphones. Comments and questions are to be directed through the Chair. He introduced the Board and the Town Manager.

ACCEPTANCE AND/OR CORRECTION OF MINUTES:

08-24 February 25, 2008 Workshop; February 29, 2008 Non-Public Meeting; March 3, 2008 Non-Public and Regular Meeting; March 10, 2008 Workshop, and March 17, 2008 Non-Public Meeting.

Selectman Worsman motioned to accept the Minutes of the February 25, 2008 Workshop; February 29, 2008 Non-Public Meeting; March 3, 2008 Non-Public and Regular Meeting; March 10, 2008 Workshop, and March 17, 2008 Non-Public Meeting. Seconded by Selectman Flanders.

Selectman Worsman was absent with notice from the February 29 Meeting. The first meeting Selectman Palm attended in the capacity of Selectman was the March 17 meeting. (2/25/08, 3/3/08, 3/10/ 08) 4-0-0. Motion passed. (2/29/08) 3-0-0-0. Motion passed. (3/17/08) 5-0. All in favor. Motion passed unanimously.

TOWN MANAGER'S REPORT:

- At the March 17 organizational meeting, the Board elected Peter Brothers as Chair and Miller Lovett as Vice Chair. Selectman representatives were appointed to various committees and Boards. The following appointments are to active committees. The representative will attend the meetings on a regular basis:

Planning Board:	Bob Flanders	Regular
	Chuck Palm	Alternate

Capital Improvement Committee:	Miller Lovett	Regular
	Colette Worsman	Alternate

Transportation Advisory Committee		
Project Advisory Committee	Chuck Palm	Regular

The following Committees will have a Board contact who will not attend the meetings on a regular basis. These committees will update the Board on their progress periodically as-needed:

Parks & Recreation Adv. Committee	Colette Worsman	Regular
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Waukewan Watershed Adv. Committee	Peter Brothers	Regular
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Trustees of the Trust Fund	Miller Lovett	Regular
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Greater Meredith Program: Economic Development Committee	Chuck Palm	Regular
Design Committee	Miller Lovett	Regular

Water System Committee	Miller Lovett	Regular
	Chuck Palm	Alternate
	Colette Worsman	Alternate

- Kenneth Jones has been appointed as the Town's new Fire Chief, effective June 5. He is currently the Volunteer Fire Chief for the Town of Livermore Falls, Maine, and acts as Emergency Coordinator for Wausau Paper Company. He brings extensive experience to the position with over 30 years in the fire service.
- The MIA/POW memorial has been approved by the Senate as an official state monument. The House Municipal and County Committees will hear the matter on March 25 at 10:15 a.m.
- The Town Manager will update the board on the Leasing Commission after its meeting scheduled for March 25.
- The Town is moving forward with modifications to the Meredith Center intersection. The State agreed to try a four-way stop at the intersection on a temporary basis. The goal is to have the work completed for the summer season.
- The Department of Transportation Project Advisory Committee will be holding a summer public informational meeting. The Committee will present the options they have been considering, including changes in signalization at the Rt. 3/25 intersection during the non-peak season and installation of temporary traffic signals.
- Director of Administrative Services Brenda Vittner will present a quarterly financial update at the first meeting in April

VISITOR'S AND RESIDENT'S COMMENTS

Resident Richard Juve told the Board that he submitted SB2 petitions for the School District and the Town earlier in the day. He thanked the people who turned out to vote on SB2 at Town Meeting this year.

SELECTMAN'S COMMENTS

Selectman Worsman inquired if there are committees that Town staff is serving on. The Town Manager's position on the Leasing Commission is the only instance where staff serves in an ex officio capacity.

Resident Richard Juve asked if standard operational procedures were followed for posting the public election that took place on March 11. The Town Manager told Mr. Juve that notification of an election is the responsibility of the Town Clerk and that she believes all requirements were met. Mr. Juve suggested posting notification in the Post Office and Town Hall, as well as publishing the ballot in a local newspaper. The Town Manager will provide the feedback to the Town Clerk.

08-25 PUBLIC HEARING – Special Permit Fees

The Board held several workshops on special permit fees and is bringing the matter before the public.

Selectman Flanders moved that a public hearing be opened to discuss special permit fees. Seconded by Selectman Palm. Selectman polled. Meeting opened at 5:47 p.m.

The Town Manager opened with a brief overview. Community Development Director John Edgar summarized the matter. Special permit fees cover events on private commercial property of various sizes and types. The current fee is \$25 per application. The Board directed that the fee structure should be more reflective of the time that is involved in issuing the permit, including processing the application, and the time involved in inspections. The various departments involved in the issuing of a permit reviewed the process and a revised fee structure has been proposed that more accurately reflects the costs to the Town. The fees range from \$35 to \$330, depending on the number of days and vendors. A statement will be added to the application that reinforces that the property owner is accountable for any and all conditions that apply to the permit. The permit does not include "hold harmless" language.

Resident Paul Lessard is not in favor of the proposed fee structure because it is tied to the number of days the permit is issued and not the impact the number of vendors has on the community.

Selectman Worsman thinks the proposed fees are a step in the right direction. Staff should be encouraged to monitor how much time they actually spend on the permitting process this year. She wants to make sure that taxpayers are not funding the staff time associated with various events taking place in the community.

Chair Brothers supports the revised fee structure. It is an acknowledgement on the Selectmen's part that there are costs involved in issuing a permit that should be recovered. Additional language in the permit will allow monitoring for compliance issues. He supports reviewing the fee structure on a periodic basis.

Selectman Lovett moved to close the public hearing at 6:05 p.m. Seconded by Selectman Flanders. Selectman polled. 5-0. All in favor. Motion passed unanimously.

Selectman Palm was involved with the workshops on special permit fees at the staff level and does not strongly support assessing these types of fees. Meredith is a tourist community and the demand on municipal services is no different during large events than it is on various holidays.

Vice Chair Lovett is in favor of adopting the plan now but wishes to see further review of the fee structure. The actual costs involved with issuing a permit should be monitored this year. The existing flat fee of \$25 does not reflect any direct expenses in connection with issuing permits.

Selectman Flanders does not wish to go through another season with the \$25 fee in place. The proposed fee structure would need to be monitored, and adjustments made where appropriate, to make it a more equitable process. He suggested delaying the vote for a few weeks in order to address concerns with issues including who should be held accountable for vendors on Main Street.

The Board was in general agreement that the proposed fee structure should be adopted and reevaluated later in the year. Vice Chair Lovett solicited suggestions from the public on improvements to the fee structure.

3-2 (Selectman Flanders and Palm opposed). Motion passed.

08-26 Building Permit Request – Class VI Road (Old Stage Road)

The Town Manager introduced the matter. The request for a building permit on Old Stage Road has been reviewed by the Planning Board and Selectman. The Town Manager recommends approving the permit request with the conditions identified by the Planning Board.

John Edgar presented a brief overview of the building permit request. He identified the location of the property. The Class VI nature of the roadway triggers the provisions of RSA 674:41I (c). Wetlands are located in the vicinity of a portion of Old Stage Road that would need to be upgraded. The extent of the permitting can not be determined until the snow has melted. The estimated cost of the improvements is \$15,000 - \$20,000. The applicant will be responsible for making the improvements recommended by the Department of Public Works. Sufficient access must be provided for emergency vehicles.

Recognizing that the Planning Board has conducted their review, together with recommendations from the Department of Public Works and the Fire Department, Selectman Palm moved that the Board of Selectman authorize the issuance of a building permit for Tax

Map R-1, Lot 3 located on a Class VI road known as Old Stage Road subject to the following conditions:

- 1. The applicant shall be required to complete the road upgrades as recommended by Mike Faller, Director of Public Works, in his correspondence dated 12/26/07.*
- 2. Upon determination of the location of the private drive, the Fire Department shall review the location and determine whether a turnaround is necessary.*
- 3. Prior to either the issuance of the Building Permit, or the construction of the required road improvements, the applicant shall obtain all necessary wetland permits and approvals, as determined by the Code Enforcement Officer.*
- 4. The applicant shall be responsible for all costs associated with permitting and road upgrades.*
- 5. The municipality neither assumes responsibility for maintenance of said Class VI road, nor liability for any damages resulting from the use of the road, in accordance with RSA 674:411 (c) (2) and further, the applicant shall install and maintain the appropriate signage evidencing the same.*
- 6. Prior to the issuance of a building permit, the applicant shall produce evidence that notice of the limits of municipal responsibility and liability has been recorded in the county Registry of Deeds in accordance with RSA 674:411 (c) (3).*
- 7. Prior to the issuance of a Certificate of Use and Occupancy, the Department of Public Works shall confirm the required improvements have been completed to the Department's satisfaction.*
- 8. The applicant shall provide the Town with a Certificate of Insurance confirming liability and workers compensation private insurance coverage for work in the public ROW performed by private parties, in amounts acceptable to the Director of Administrative Services, and that said certificate shall be in place prior to construction.*

Seconded by Selectman Worsman. 5-0. All in favor. Motion passed unanimously.

The Chair thanked staff for their lengthy report and the extensive workshop that was held on the matter earlier in the day.

08-27 Abatements

Town Assessor Jim Commerford recommends 7 abatements for 2007 in the total amount of \$5,013.15, along with a 2006 and 2007 abatement settlement. He supplied the Board with supporting documentation. The reports are available on the Town's website.

Selectman Worsman moved to approve 7 abatements presented for 2007 in the total amount of \$5,013.15. She further moved to approve the abatement settlement for 2006 in the total amount of \$666.95 and the abatement settlement for 2007 in the total amount of \$677.51. Seconded by Selectman Flanders.

Mr. Commerford reviewed the abatements for this year and last year and their status.

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

08-28 Milfoil

There is a line item in this year's budget for exotic weed control in the amount of \$15,000. There is an encumbrance for milfoil treatment in the amount of \$5,000. The Lake Winnisquam Association applied for and received a grant from the Department of Environmental Services for the treatment of 38 acres of milfoil on the northern end of Lake Winnisquam in the amount of \$8,700. The Association requested \$15,000 from the Town to treat the milfoil. The Town Manager recommends allocating up to \$8,700 for the project. The remaining funds would be used for various permitting and treatment in Meredith Bay and Fish Cove.

Chair Brothers read an email addressed to the Town Manager and Board from resident Lisa Ingelston, who was unable to attend the meeting. She expressed support for the allocation of funds in the Town's budget to treat the milfoil plaguing the northern end of Lake Winnisquam. If the milfoil is not treated and curtailed proactively, it will spread and become a greater problem for the lake community and residents of Meredith.

Selectman Flanders moved that the Town of Meredith appropriate the amount of \$8,700 for the control of milfoil on Lake Winnisquam, which is an amount equal to the grant from the State of New Hampshire. Seconded by Selectman Palm. Selectman Worsman moved that the amount be amended to be increased to \$10,000.

No additional applications have come before the DES for treatment of milfoil in Meredith this year. Selectman Worsman is concerned with the impact the perception of water quality has on the Lakes Region in sales, income, and lost jobs. The \$10,000 will come back to the Town in tax and visitor revenue.

Selectman Flanders is not in favor of contributing more than the amount of the grant. He is concerned with Meredith paying a disproportionate share based on what other communities are paying that have frontage on the Lake.

Vice Chair Lovett solicited the audience for comments as to whether there is an active and broad based effort to solicit funds for the treatment of milfoil.

Resident George Jewell told the Board that a letter soliciting funds was sent to all property owners in the north end of Lake Winnisquam. Mr. Jewell is concerned that if the situation isn't controlled, it will spread throughout the Lake. He strongly supports designating \$10,000 to treat the area, including the tributary from Lake Wicwas.

Resident Bruce Vaal is in favor of designating \$10,000 for the treatment of the milfoil. The upper end of the Lake attracts many tourists and brings in revenue that benefits the Town of Meredith. He recapped previous efforts to eliminate milfoil in the area, and expressed concerns that they might have worked better if there was more funding available.

Resident Chris Volpe is in favor of devoting the funds that are necessary to stop the problem. He asked the Selectmen to consider contributing \$10,000.

Resident Dave McCullough encouraged the Board to support contributing as much as possible for the treatment of the milfoil. He is concerned with liability issues for the Town in the future.

Resident John Law encourages funding as much as possible for the project. He pointed out that fishing has suffered in the area.

Resident Barbara Baldazar spoke in favor of supporting the effort and told the Board that their generosity is greatly appreciated.

Resident Richard Roman expressed concerns with the effectiveness of the treatment.

Brian Wolf spoke on behalf of the Lake Winnisquam Association. He told the Board about private funds that have been raised to date. He highlighted the 5-year plan for treatment. It is scheduled to begin on or around June 19. The Lake Host Program will act an educational component in preventing re-infestation. The Chair posed questions regarding the cost of treating the area in the event of reoccurrence. Mr. Wolf told the Board that the goal is to eradicate the milfoil now. Although it is hard to project for certain, if a request is made for additional funds next year, it will be much lower.

Resident Richard Juve supports spending \$15,000 to treat the milfoil now. He suggested budgeting for this kind of problem every year. He urged the Board to contribute as much as they can towards the project.

On behalf of a large number of people who asked her to represent them, Selectman Worsman urged the Board to approve at least \$10,000 for treatment of the milfoil.

Selectman Palm seconded the motion to increase the Town's contribution to \$10,000.

Vice Chair Lovett solicited the Board to see if there was any will within the Board to contribute \$15,000.

Selectman Worsman withdrew the motion to increase the Town's contribution to \$10,000. Selectman Palm withdrew the second to the motion. Vice Chair Lovett moved that the dollar amount be increased to \$15,000. Seconded by Selectman Worsman.

Selectman Flanders expressed concerns with milfoil in Lake Wicwas re-infesting Lake Winnisquam. Mr. Wolfe will ask Jody Connors of the Department of Environmental Services to address questions from the Board regarding Lake Wicwas and the tributaries leading to Lake Winnisquam.

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

The Chair pointed out that this is a significant commitment on the part of the Town of Meredith and urged further private fundraising efforts. Tax deductible contributions should be made

payable to the Town of Meredith and include a letter stating that they are specifically for the treatment of milfoil on Lake Winnisquam.

08-29 Request to Close Oak Street on a Temporary Basis

Bauen Corporation is moving forward with the expansion of the fire station building and requested a temporary closing of Oak Street from Lang Street, just before the entrance of the Larrabee driveway. The closing will be effective from the beginning of construction through approximately early December 2008, or when the major work is completed. Bauen Corporation will contact the people in the area of the work and a gate will be placed at the end of Oak Street. The closure has been recommended by Town staff from a safety standpoint. A request was made to overlay the road at the end of construction. Although the overlay was not documented in the original bid as a line item, the work should be able to be completed with available funds. Bauen Corporation will evaluate the funds available for overlay at the conclusion of the project. Selectman Worsman expressed concerns with taxpayers having to cover the additional cost of paving the road in view of the extensive roadwork that needs to be done this year.

The Chair directed the Town Manager to notify the public in advance of the street closure. Arrangements should be made for the residents at the intersection of Oak and Lang to enter their yard.

Selectman Flanders motioned to temporarily close Oak Street from Lang Street to just before the entrance to the Larrabee driveway. This closure will be effective from the beginning of construction work through approximately early December 2008, or when major work is completed. Further, that a gate be placed at the end of Oak Street at the expense of the project. Seconded by Selectman Worsman. 5-0. All in favor. Motion passed unanimously.

08-30 Board & Committee Appointments

Several terms are expiring on Town boards. The Town solicited input from incumbents to determine if they desire to be reappointed. New appointments are required for the Water Committee. The Town Manager made recommendations for the following appointments:

Planning Board:	John Dever III, Regular, Term Expires 2011 Edward Touhey, Regular, Term Expires 2011
Village Pathway Comm.:	Gerald Brooks, Regular, No Term
Water System Comm.:	Keith Forrester, No Term Jonathan James, No Term Chuck Lowth, No Term Richard Roman, No Term David Thorpe, No Term
Zoning Board of Adjustment:	David Thorpe, Regular, Term Expires 2011 Frank Marino, Alternate, Term Expires 2011

Selectman Flanders moved that the appointments be made as recommended. Seconded by Selectman Palm.

Chair Brothers recognized Bill Finer and John Mack for their years of service on the Planning Board and Zoning Board of Adjustment. He also thanked Selectman Worsman for the time she spent serving as the Selectman representative on the Planning Board. It is a time-consuming and involved commitment.

Resident Richard Juve inquired what criteria were used in making the appointments to the Water System Committee. The Chair explained that there were more qualified applicants than positions to be filled. The Board considered the amount of time that the applicant can devote, and attempted to appoint well-rounded individuals with different expertise, backgrounds, and experience. Resident Karen Sticht pointed out that the meetings will be advertised and open to the public.

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

OLD BUSINESS:

None

ADJOURNMENT:

Selectman Worsman motioned to adjourn the meeting at 7:50 p.m. Seconded by Selectman Flanders. 5-0. All in favor. Motion passed unanimously.

Respectfully submitted,

Carol M. Granfield, Town Manager

Peter F. Brothers, Chairman

Karin Landry, Recording Clerk

Miller C. Lovett, Vice Chairman

Robert C. Flanders

Charles G. Palm

Colette Worsman