

# **STODDARD SELECTMEN'S MEETING MINUTES OF 9-10-2012**

Submitted by stoddard on Thu, 09/13/2012 - 10:20am.

## **SELECTMEN'S MEETING**

### **MINUTES**

**September 10, 2012**

The meeting opened at 7:00 PM with the Pledge of Allegiance.

Attendees included John Halter, Selectman Chairman, Arnie Stymest, Selectman, Louis GrandPre', Selectman, Harry Power, Compliance Officer, Jim Coffey, Town Administrator Patricia Putnam, Administrative Assistant & Dick Cutter from Cutter Construction. Several attended the meeting as on lookers.

### **APPOINTMENTS**

7:00 Harry Power -

1. Harry approved a building permit for Tax Map # 112 Lot # 01 for a deck & the selectmen signed it.
2. Harry discussed a house being build without a building permit on Tax Map # 106 Lot # 13, Harry will sent Andrew Hayes, owner, a letter once again as there was confusion over his mailing address.
3. Harry said that everyone has to follow the rules. Harry asked the selectmen to change the bottom of the Building Permit to indicate that the \$50 fine should be changed to \$275. to agree with the state statute RSA 676:17 regulating building permit enforcement. Arnie Stymest wanted Sam Bradley, Atty. to say the amount that the regulations indicate should be charged. The

selectmen asked Jim Coffey to contact Sam to learn the amount that the fine should be.

Jim Coffey also suggested that the bottom of the building permit should indicate that the fine will be as allowed by RSA 676:17 to save reprinting the permits. John Halter moved and Arnie Stymest seconded to change the building permits to read as per RSA 676:17, the board approved.

4. Harry reported that the owner of Tax Map # 123 Lot #3 (with the 2 sheds constructed without a building permit as formerly reported) has been in and proceeded to fill out the form.
5. Tax Map # 123 Lot # 5 was sent a corrected letter as the first one was sent to the wrong owner.
6. Harry Shand has until September 20, 2012 to have their septic system and Harry will check on that condition to allow them to live there.
7. Tax Map # 413 Lot # 5 - Gordon Jennison has until October 1, 2012 to construct his septic system - Harry will check to see conformance to the deadline.
8. Tax Map # 408 Lot #16 - Helen Galey constructed an addition to her house without a building permit - she has picked up a building permit form and Harry will be checking for that to be submitted.
9. Harry has visited Juniper Hill Road and finds that several vehicles are parked along the roadway, including an excavator, backhoe and trucks. He also visited Ken Holland's parcel and cannot see that any clean up has been done there. Harry further noted that Ben Wilder has 3 plow trucks and a pile of sand on his property in Hidden Lake Development.

7:21        Joseph Sarcione - asked the selectmen for a copy of the sealed, non-public meeting which occurred on July 23, 2012 in response to an email that was read at an earlier meeting, indicating that he and Steve Rockwell were guilty of suggesting that the Gould House should be burned down during the Town meeting. Joe reported that his lawyer says that he has a right to a copy of those sealed minutes, per the Right to Know Law. John Halter delegated PJ LaMothe to handle the request. Jim Coffey said he would check with the LGC if it were up to the selectmen to unseal the minutes. Louis GrandPre' will call Sam Bradley of an opinion, in writing. Louis said he would call Joe with he results.

7:30 David Cutter, Discuss Implementation of Article 4. - Louis GrandPre' wants to get the project started. David Cutter has two proposals from Window Master, Inc for the repair/replacement of the 14 windows in the Town Hall. One proposal called for new, simulated, divided lite mahogany windows. All details will match the existing, original windows other than the thickness of sash, which will be 1 3/4" to accommodate 5/8", insulated glass for \$26,000. The other proposal is for restoration of 14 sashes 6/6 units per specifications - Type A 6/6 Restoration and interior aluminum storms for \$29,080. An optional vinyl, compression storms would add \$5,950, if requested. Arnie Stymest wants to go with restoration with storms on the outside, as the storms there now are probably 20 years old. Louis GrandPre' agrees to have restoration. He wanted to know how soon Cutter Construction could start. David Cutter said right away. He proposed having 4 windows out at a time with the expected return should be 2 weeks. Dean Huber asked what the R-value would be increased to. David Cutter said there would not be a big difference. Tom Chagnon asked how much each window was going to cost and the proposal is \$1,970 vs. \$1,750.

Arlene DiCorcia asked if Cutter could get a quote from New Hampshire Historic Windows. David Cutter will check with them.

Louis GrandPre' wanted to draw up a contract and have it ready for 9/11/2012.

Jim Coffey remarked that Article #4 that was approved at the 7/10/2012 town meeting is specifically for the Town Hall Renovations. The Selectmen are holding a public hearing on 9/17/2012 to alert the residents for use the funds left from 2011/2012 budget to cover renovations to the Gould House for upgrades necessary to move some of the Town Officers to that structure and to allow the Town Clerk to move from a residential facility to the Town Hall as required by the Department of Labor. The DOL deadline is 12/22/2012 for completion of the moves. Jim Coffey indicated that there is about \$227,000. in the fund balance but that includes uncollected taxes so the figure isn't indicative of the actual amount available for use. These funds can be used for an unanticipated requirement such as the DOL edict. The town can petition the DRA for permission to use part of the fund balance to cover unanticipated requirements.

Steve McGerty asked if the job was sent out for bids. The answer was that the job went to bid and 2 contractors submitted bids. However, the selectmen noted that one of the contractors did not attend the mandatory walk through meeting prior to bidding.

Tom Chagnon asked if Cutter was bonded. Louis GrandPre' said no - there isn't any bond called for. It was noted that Monahon Architect has worked with Cutter in the past but a Bond can be required. Steve McGerty asked if the siding has been researched to see if plastic could be used instead of wood, for a more cost effective care down the road. The general opinion was for wood.

Carole Briere asked about meetings that are using the town hall - like Age In Motion and Senior Meals. Louis GrandPre' said the renovations being started should not interfere with those functions.

Louis GrandPre' asked if he could use part of the fund balance to get a package for the Cahill property to be presented at the 2013 Town Meeting.

Jim Coffey said it could be included in the petition and see what happens.

Louis GrandPre' would like to include the project in the proposal and hire Monahon to do the work.

Arnie Stymest said the first thing to get the Gould House done. The two projects should be presented as 2 independent proposals for the Gould House and Cahill Drive.

Arlene DiCorcia wants to have the Cahill engineering completed to discover what is on the parcel and where the building(s) can be placed.

Louis GrandPre' said that information is available from prior perk tests and a soils engineer, who was present at the perk test.

#### TO BE SIGNED/APPROVED

1. Accounts Payable Manifest
2. Minutes of August 24, 2012
3. Minutes of August 27, 2012
4. Financial Report MS-5 (Balance Sheet-Green Tag indicating the page where the signatures are required)

All the above were signed.

#### RUDEMENTARY QUESTIONS

1. Dean Huber gave an update on the wiring work at the Gould House. He has removed all

the wiring that was running along the bottom of floor joists and drilled all joists to receive new wiring. He has fired up a couple plugs for the first floor and has plans to rewire the pump and boiler.

## OLD BUSINESS

1. Discuss Sweet Water Trust with Administrator - Sweet Water Trust has completed the dam repairs and would like to get the transfer to the Town of Stoddard completed. They are to donate \$50,000 with the Town's share \$10,000 to be invested in an expendable capital reserve account which can only be spent by the approval of the Conservation Committee and the Board of Selectmen. Jim Coffey suggested the Trustees of Trust Funds should handle. That being said, the Trustees of Trust Funds could investigate the N. H. Charitable Trust Funds to learn the return on investment might be. The fund must be expendable capital reserve fund to cover catastrophic dam problems.
2. Review of Agenda for September 17. RSA 33:11 regulates how fund balances can be expended. The hearing is to conform to those regulations.
3. Review email to Patricia Putnam & Selectmen from Linda Clark concerning comments made by Jim Coffey - Linda is not comfortable with plans to move the Town Clerk's office. She will be invited to attend the 9/17/2012 meeting.
4. Discuss best date/time to tour Valley Road - It is necessary to meet with George Chicoine, Valley Road maintainer, and it was decided to have Jim Coffey coordinate a visit, on a Saturday, which makes the most sense.

## NEW BUSINESS

1. Need to (re) appoint Health Officer & Deputy - John Halter moved and Arnie Stymest seconded to appoint Dr. Englund as Town Health Officer, the board agreed. John Halter has a nomination form, all completed, which he will bring in for the Selectmen to sign.
2. Discuss with Administrator letter from Joseph Marinello requesting tax-exempt status. (Needed to file proper forms by April to be considered.) Tax Map # 403 Lot # 5 which Mr. Marinello has placed his land in Conservation with Society for the Protection of New Hampshire Forests. He concludes that that makes the property tax exempt. Jim Coffey will write him a letter explaining the true property classification - which is not tax exempt.
3. Data release form for Cartographics (CAI) to release parcel-mapping data to the Technology Transfer Center @ UNH. This project will build a single statewide parcel map GIS layer. Permission requires signature of Board, which the selectmen signed.
4. Hazard Mitigation Plan Update, discuss posting notice that the plan completed by the SWRPC is here to be viewed, and comments can be submitted by the public or other town boards. A sample posting notice is with the package. This notice was duly posted.
5. Election laws require a selectman to be in attendance during the time that the polls are open. Arnie Stymest will cover 8:00 am to Noon, Louis GrandPre' will cover Noon to 4:00 pm and John Halter will cover thereafter.
6. Dennis Carlisle has reported that there is a tree near the telephone-switching box on Kings Highway, which is dead. He suggested that the selectmen meet with PSNH or FairPoint to facilitate its removal. Jim Coffey will contact PSNH about it.
7. The Welfare guidelines that are in effect are dreadfully lacking in assistance to any

recipient in current times. Jim Coffey said the board could revisit the policies but that the guidelines are established by the State and cannot be less undercut.

#### OTHER CORRESPONDENCE

1. Photocopy of FEMA payment received for \$19,400.52
2. DES 180 Day Notices for Tax Map 403, Lot 2 and Tax Map 122, Lot 16.
3. Budget Report through August.
4. Island Pond DES test results (E.Coli) all clear
5. Granite Lake & Island Pond DES Test results (phosphorus) all clear
6. September 4, Planning Board Minutes.

#### ADJOURNED

Arnie Stymest moved and Louis GrandPre' seconded to adjourn at 9:00 pm, the board approved.

#### RESPECTFULLY SUBMITTED

Patricia E. Putnam

Administrative Assistant

#### APPROVED:

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John Halter

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Louis GrandPre'

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Arnie Stymest

## **SELECTMEN'S MEETING AGENDA**

# September 10, 2012

## APPOINTMENTS

- 7:00 Harry Power
- 7:21 Joseph Sarcione, Request to unseal non-public minutes.
- 7:30 David Cutter, Discuss Implementation of Article 4.

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## OLD BUSINESS

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2. Review of Agenda for September 17.
3. Review email to Patricia Putnam & Selectmen from Linda Clark concerning comments made by Jim Coffey.
4. Discuss best date/time to tour Valley Road.

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