

SELECTMEN'S MEETING MINUTES

June 29, 2015

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

Attendees included Margo Santoro, Selectman, John Halter, Selectman Chairman, Stephen McGerty, Selectman, Harry Power, Compliance Officer and Patricia Putnam, Administrative Assistant. Several members of the public were in attendance.

APPOINTMENTS:

7:00 Harry Power – reported that there is a hearing on the Holland Issue on July 7 and he has sent a letter to Maria Gavin that he is not happy with the list of items to be removed, as presented by the Wilders.

7:15 – Jocelyn Summerton – Request for a speed bump on Kings Highway or lowering the speed limit from 30 to 25. Douglas and Jocelyn Summerton asked the board is there was any way to enforce the 30 MPH speed limit on Kings Highway. They reported that the dip, where a culvert was replaced, is a great speed reducer. They reported that the worst speeding times seem to be during commute times. They asked for a speed hump – not a bump – similar to the ones on Winchester Street in Keene, which seem to slow the traffic down. John Halter reported that the North Shore Road folks had asked for speed bumps but David Vaillancourt, highway contractor, reported that they had not worked in Hancock, where they were removed after one summer. It was thought that more enforcement might help and the Summertons did report that Officer Busto does sit up there on weekends. It wasn't know if tickets were issued or only warnings were issued.

The Board will ask David Vaillancourt, Police Chief, about speed bumps and ask for more enforcement along that highway. Dale Smith reported that more police presence is needed during school bus pickup times. John Halter said he would email David Vaillancourt tonight about the issues.

SELECTMEN'S COMMENTS:

1. Steve McGerty noted that the rocks placed around the Gould House lawn will be in the way for snow removal and suggested they be removed for the winter. Worst case scenario would have the person snow blowing the path also snow blow the area in front of the rocks.

2. Steve McGerty called for a railing to be installed for safety, to the east side of the new path so as to not obstruct the pathway to the Gould House Cellar.

3. Steve McGerty thought the Town should purchase the culvert for Valley Road due to the Town being able to purchase at a better price. The board agreed and will work with George Chicoine on this matter.

4. Steve McGerty moved to have the Town drop their request to the Judge for reconsideration for not refunding legal fees in the action, in the Aten Road matter. John Halter noted that the letter has already been sent to the Judge with little Attorney time involved. There was no

Second.

5. John Halter reported that the Transfer Station would be closed next Saturday, July 4th but would be open on Sunday and Monday. He had suggested that the Transfer Station operator post a cardboard sign to warn users of the closure on Saturday. Steve McGerty thought the Town should purchase a nicer sign, which is changeable, for different closure dates. The board agreed but the cardboard sign will work for this holiday. The board noted that Waste Management will monitor any trash thrown over the fence and a fine will be levied against any offender.

6. It was agreed that the Selectmen's Office will be closed on Friday, July 3 as the July 4th holiday falls on Saturday this year and the banks will be closed and there will be no mail.

TO BE SIGNED/APPROVED:

1. 1. Accounts Payable Manifest
2. 2. BOS Board Meeting Minutes of 6/22/2015
3. Letter to Merriewoode Village, Inc.

All the above were signed.

PUBLIC QUESTIONS & COMMENTS:

1. Dale Smith asked when the Town Administrator and/or the Compliance Officer has the authority to override the Planning Board on decisions. He noted that Harry Power had complained to the board over the lack of Planning Board Vice-Chairman, Dale Smith, not calling alternates to the table when regular board members were unable to attend meetings. He did not see any response from the Selectmen in the minutes.
2. Dale Smith wanted to know the chain of command for the Town Administrator and the Compliance Officer. Do they answer to the Board of Selectmen? He also wanted to know the job description for the Compliance Officer. The Selectmen decided to attach the job description to these minutes. Dale Smith also wanted to know the compensation rate for the Compliance Officer.
3. Dale Smith, concerning the Road Waiver issue for the Cell Tower on Richer Road, who has the power to override the Planning Board's decision not to require one on that site. He understands that the Town Administrator called the applicant's attorney and had the applicant agree to sign a road waiver on the Cell Tower issue.

OLD BUSINESS: None

NEW BUSINESS:

1. Letter from Primex, 2015 Premium Holiday for Worker's Compensation Program.
2. Letter from Primex, 2015 Premium Holiday for Unemployment Compensation Program.

(The Administrative Assistant reported she has called Primex to learn if it is permissible to apply the credits from the above 2 credit memos to the Property and Liability invoice which is pending payment in the new fiscal year and she is awaiting an answer. The board requested that the answer be communicated with the three board members.)

3. Letter from Harry Power to Matthew B. Cerbone, construction started without a building permit. Item read by the board members with no action taken.
4. Letter from Harry Power to Matthew B. Gelardi, construction started without a building permit. Item read by the board members with no action taken.
5. Request from Clerk to install compact car parking signs in front of the Town Hall. The board approved purchasing and installing the parking signs.

OTHER CORRESPONDENCE:

1.
 - a. 1. ZBA notice of Site Visit for Cell Tower

b. 2. ZBA Notice of Decision, Global Montello Group, Map 422, Lot 13

c. 3. ZBA Minutes of June 18, 2015

2.

ADJOURN: Steve McGerty moved and Margo Santoro seconded to adjourn at 7:50 PM, the board agreed.

Respectfully submitted:

Patricia E. Putnam

Administrative Assistant

Approved:

Margo Santoro John Halter Stephen McGerty

SELECTMEN'S MEETING

AGENDA

June 29, 2015

APPOINTMENTS

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SELECTMEN'S COMMENTS

TO BE SIGNED/APPROVED

3. Accounts Payable Manifest

4. BOS Board Meeting Minutes of 6/22/2015

5. Letter to Merriewoode Village

NEW BUSINESS

3. Letter from Primex, 2015 Premium Holiday for Worker's Compensation Program.
4. Letter from Primex, 2015 Premium Holiday for Unemployment Compensation Program.
5. Letter from Harry Power to Matthew B. Cerbone, construction started without a building permit.
6. Letter from Harry Power to Matthew B. Gelardi, construction started without a building permit.
7. Request from Clerk to install compact car parking signs in front of the Town Hall.

OLD BUSINESS

2. Nothing Scheduled

OTHER CORRESPONDENCE

1.
 - a. ZBA notice of Site Visit for Cell Tower
 - b. ZBA Notice of Decision, Global Montello Group, Map 422, Lot 13
 - c. ZBA Minutes of June 18, 2015

STODDARD COMPLIANCE OFFICER

JOB DESCRIPTION

Title: Compliance Officer

Reports to: Selectboard

Supervises: None

Authority: The Compliance Officer shall perform his/her duties when so directed by the Selectboard acting at the request of the Planning Board or Zoning Board of Adjustment. Stoddard residents and property owners may seek action by the Compliance Officer by applying to the Selectboard.

Knowledge:

- Must have a basic understanding of the State of New Hampshire Planning and Land Use Regulations.
- Must have an understanding of the Stoddard Community Planning Ordinances.
- Have knowledge and level of competency commonly associated with the completion of an Associate's Degree.
- Have the ability to conduct site inspections over long distances with uneven terrain in all types of weather.
- Have the ability to manage a variety of tasks simultaneously, deal effectively with property owners, developers, elected and appointed officials, other municipal employees and the general public.
- Be computer literate.
- Have the ability to communicate effectively both orally and in writing.
- Possess a valid driver's license and vehicle to carry out his/her duties.
- Have the ability to establish and maintain cooperative relationships with Town officials, employees and the general public.
- Demonstrate the ability to prepare and review reports.
- Be able to demonstrate integrity and tact.

Duties: The function of the Compliance Officer is to verify adherence to town ordinance, whether by residents, businesses or the municipality.

The Compliance Officer may enter onto private property to perform his/her duties only after receiving permission from the owner or by other legal authority obtained by the Selectboard.

Investigations may be required for the purpose of verifying compliance with the following ordinances and permitting processes:

- A Planning Board Subdivision & Site Plan approval – requested by the Planning Board.
- Zoning Board of Adjustment approval with conditions requested by the Zoning Board of Adjustment.
- Citizens' concerns or complaints made to the Selectboard in writing: Selectboard to direct action.
- If the Compliance Officer has questions, he/she should be able to go directly to the committee/board requesting the service.
- Any complaints or concerns by the public, Planning Board or Zoning Board of Adjustment must be in writing to the Board of Selectpersons.

- The Compliance Officer works under the direction of the Board of Selectpersons and serves at their convenience.
- And any other duties as assigned by the Selectboard.

Employment Conditions:

- This is a permanent, part time employee position of the Town of Stoddard.
- A probationary period with a review to be conducted 90 days after hire with one representative each from the Planning Board and the Zoning Board of Adjustment along with the Selectboard.
- There will be an annual review of the Compliance Officer's performance with at least one representative each from the Planning Board and the Zoning Board of Adjustment along with the Selectboard.

The Planning Board, the Zoning Board of Adjustment or the Selectboard may amend this list as necessary and appropriate.

Note: compensation for the Compliance Officer is - \$75.00 per application with 2 visits, further visits are \$40.00. Mileage will be reimbursed at the going Stoddard Mileage rate (\$.50 at the present time).