



Office of Board of Selectmen

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Selectmen's Meeting Minutes

Monday, June 5, 2017, 5:00 p.m.

Corner Meeting House

Chairman Ruth Mooney called the meeting to order at 5:00 p.m. Also present were, Selectman Jon Pike, Selectman Claude Patten Jr., Town Administrator Jeanne Beaudin, Administrative Assistant Cary Lagace, Fire Captain Mike Newhall, Donna Hepp, Pret Tuthill, Town Clerk/Tax Collector Cynthia DeRoy, Kevin Sturgeon and Richard Pickwick.

Those present stood for the Pledge of Allegiance.

Minutes

Selectman Patten moved the minutes of the meeting held on May 15, 2017 as written. Chairman Mooney seconded and the motion passed unanimously. Selectman Pike abstained.

Abatements, Manifests, Exemptions & Credits

Chairman Mooney moved to approve the abatements, manifests, exemptions and credits; Selectman Patten seconded and the motion passed unanimously.

Public Hearing Regarding Land Donation

TA Beaudin explained that there are 2 lots off of Depot Street map and lots 236-002 & 003, behind the Weeks property and they abut Pine Gardens. They are under consideration for a potential well site as well as 3 other lots. Mr. Mooney offered the lots to the Town. TA Beaudin added that Claude Cormier of Hydrosourc suggested a test well be done versus the resistivity testing that has been done on the other lots. TA Beaudin noted that the Town attorney doesn't believe that a survey or title search are necessary for the donation to the Town as the lots have been under the ownership of Mr. Mooney for a long time. Chairman Mooney indicated that there is a ROW across on the property at the property line adjacent to the Pine Garden property. The proposed well site testing area is on the opposite side of the lot from ROW. It was noted that the only fees that would be associated with the transfer to the Town if the donation is accepted, are the recording fee and deed document preparation. TA Beaudin state that she has been working with the engineers on the state revolving fund application relative to the construction of a new well site..

Pret Tuthill asked what happens with the lots if they are not suitable for a well, It was stated that the Town will keep them. Chairman Mooney added that they abut the railroad bed that the Village trail runs along. Chairman Mooney added that they acquired the parcels through the purchase of another property in Town and they used to be fields but are more like forest now.

Kevin Sturgeon questioned that if the well were to go on that site what would have to be done to get it to the lines on Route 140, TA Beaudin noted that they hope is that it will be a cleaner source of water but a new well can be in excess of \$500,000 and this is just the beginning stages. Additionally there are 3 other sites under consideration near the Coca-Cola plant, behind Greatbrook which is privately owned and the Chertock property. Kevin asked if it would be paid by water user, Chairman Mooney expressed that it will have to be funded town wide. Pret Tuthill commented that the Town supported the Pleasant Valley drainage project so it may not be as hard a sell as the Board is anticipating. Chairman Mooney expressed that it will have to be sold to the voters as to the overall benefit of the community. TA Beaudin noted that well #1 will be cleaned this year and well #3 next year with the hope that it will improve that manganese problem but added that manganese can be very costly to treat.

With no further discussion Chairman Mooney closed the public hearing at 5:10 p.m. She advised that the next public hearing on the land donation will be June 19, 2017 at 5:00 p.m. TA Beaudin indicated that the Hydrosorce information on the other lots may be available at that time.

New Business

Donna Hepp Town Building Committee Presentation

Donna Hepp explained that at the deliberative session she recommended that a strategy for Town buildings be created. She has with the assistance of Town staff, reviewed all the files that pertain to Town buildings to help in the creation of the following proposal. It is her hope to help Belmont chart a course for the future investment in their buildings.

Donna provided the following information through a PowerPoint presentation:

The Challenge: There is no comprehensive facility plan for Belmont's Town buildings or overall strategy for future use and improvements. Belmont voters have not supported past proposals for building a new Town Hall (2003) or renovating the Mill as a Town Hall (2015). In 2017, Belmont voters indicated support for retaining the Mill for Town Offices and Community services or selling it, but there was no funding tied to the question.

The Issue: What's the best way to house our Town services/staff and community programs in the future and what will it cost? Belmont voters are concerned about the tax rate and committing to significant costs for town facility improvements.

The Proposal: Form a Belmont Facility Strategy Committee including engineering, design, office planning, real estate and economic development experience to address Town facility needs in a comprehensive fashion.

Develop a basic Facility Assessment of Town-owned buildings, annual operating costs and repairs, and estimated renovation/improvement costs.

Determine office space needs for Town staff and community programs. Based on this information, **develop a series of facility options** for meeting future Town and Community program needs.

Involve Belmont Selectmen and community in every step of the process.

The Proposal: Create a Facility Resource Group to assist the Strategy Committee. This broad-based citizen Resource Group would include members of past Town Hall and Building Committees, Historical Commission, Library and community program representatives and interested members of the public. This group would **assist the Strategy Committee** in reviewing the findings from the PlanNH Charette in 2010, Town Hall and Community Revitalization Committees and the Mill and Bank Building assessments. The Facility Resource Group would **assist in planning public involvement** to keep Belmont residents and Town Committees, staff informed and involved at each step of the process.

Involve Belmont Selectmen and community in every step of the process.

The Timeline:

June 2017 - *Present Belmont Facility Strategy Proposal to Board of Selectmen.*

- *Seek approval to form Facility Strategy Committee and Resource Group.*

- *Offer three initial nominations for Facility Strategy Committee.*

July - *Complete forming Committee and Resource Group and hold initial meetings.*

- *Begin public involvement using print and social media, develop public contact list.*

- *Provide Town Selectmen and newsletter updates.*

- *Plan for public display and input at Old Home Day.*

August - *Open House for Facility Strategy at Old Home Day.*

- *Complete meetings with Town Departments and estimates on office space needs, facility studies and estimates for facility improvements.*

- *Continue Selectmen and Community updates and outreach through all media.*

September - *Review any information gaps and seek assistance as needed to fill them.*

- *Develop initial/draft options for Facility Strategy and seek feedback from Selectmen and Resources Group. Continue Selectmen & public updates and outreach.*

October, 2017 - *Continue to refine draft Facility Strategy Options and share them in a Open House and Community Feedback Meeting. Use online survey to seek feedback and suggestions to help refine the Strategy. Continue Selectmen and community updates and outreach.*

November/December - *Draft Facility Strategy for Selectmen consideration and public input through Town Deliberative Session Ballot Question (not budget-dependent). Seek partners & grants.*

January 2018 - *Act upon feedback from Selectmen and public at Deliberative Session. Continue community and Selectmen updates and outreach. Refine Question for Town Meeting.*

February/March - *Conduct Facility Open House in late February/early March to explain Facility Strategy Question on Town Ballot and options Town Facility options. Continue community and Selectmen updates and outreach.*

April - *Based on results of Town Meeting Ballot, identify next steps for Facility planning and improvements and present to Selectmen. Seek partners and grants for next steps as needed. Continue Selectmen and community updates and outreach.*

It was noted that the timeframe for submitting information to be placed on the ballot is early January. TA Beaudin noted that it could be amended later as long as it was submitted in the appropriate timeframe. Donna commented that the hope would be to have options for the ballot similar to what was done this year. She hopes they will be able to create a range of options to include all buildings but with focus on the major ones first. Kevin Sturgeon expressed that he thought it was a very good proposal. Selectman Patten expressed that it is good that someone stepped up to do this and it is going in a good direction. Donna encouraged the Board to have a representative on the committee if they wanted. Chairman Mooney commented that the proposal may need to be adjusted as the committee moves forward. Pret Tuthill suggested that the Board make a motion of their support for the record.

Selectman Pike moved to support and aid Donna Hepp with the creation of a facility strategy committee and resource group. Chairman Mooney seconded and the motion passed unanimously.

Higgins Road Discussion

TA Beaudin explained that Candy Daigle had reached out to her regarding the status of Higgins Drive in light of the new construction that is going on there. The road is in poor condition so she had John MacLean and Rick Patten look at it and provide their initial recommendation. They recommend starting with ditch and culvert work. The road surface is very poor and they suggested a shim coat until the project is completed to take care of the immediate need but also suggested the road be reclaimed when the project is done. It was noted that the beginning stages of the project are already underway.

Selectman Pike indicated that he supports doing the ditch work and shim to help improve it for now with the full work being done after project complete. TA Beaudin noted that the developer has said nothing, and the initial discussion came from Candy Daigle. Chairman Mooney commented that Nutter is going across Route 106 and wanted to confirm that is not going to be a future entrance, TA Beaudin expressed that is not going to be an entrance when the project is complete. TA Beaudin indicated that she will ask Public Works for the costs related to the work.

No Parking Signs – Seavey Road by Belmont High School

TA Beaudin advised the Board that Doug Ellis had contacted her regarding placing No Parking signs on Seavey Road in the area of the High School. When people are coming for games they are parking on the street which is causing safety concerns. He indicated that the School would be willing to help with the cost. Selectman Pike suggest that if the student population were to park in the spaces further into the parking lot it would free up space for others, as on election day there was no place to park either. Selectman Mooney expressed that if they get a handle on the parking the board will help. Chairman Mooney indicated that she would like to hear back as to how they will handle issue. TA Beaudin indicated that she would reach out to the school with that information.

Town of Northfield – CEO Cooperative Agreement Request

TA Beaudin informed the Board that she has received correspondence from Northfield that they hired a new Code Enforcement Officer who is also an electrician and has an electrical business in Northfield. They are asking that if he is the contractor on a job in town, would the Town of Belmont be willing to have Steve Paquin do the inspections. She noted that the Town has a similar cooperative agreement with Donna in General Assistance. If the Board is willing to consider it they would suggest that his time be billed at his hourly rate plus mileage.

Chairman Mooney expressed concern that she hears that Steve is overworked and when would he have time to go to Northfield. Additionally he had request part time help to ease his work load. TA Beaudin pointed out that a part time person has not been hired at this time. Chairman Mooney expressed that this may mean that they may have no choice but to hire part time help. TA Beaudin noted that this request did not come from Steve but he has a very good reputation and someone probably recommended this as an option to Northfield and maybe the Board could consider it on a trial basis and see what happens. TA Beaudin added that the Board can be very clear that he is busy and his first obligation is to Belmont. Selectman Pike suggested

that the utilize their Fire Department staff similar to what Belmont does with Captain Newhall, Captain Newhall pointed out that he happens to be a licensed electrician and not all Fire Departments have a similar individual. Following a brief discussion the Board agreed to a trial basis for 6 months.

Special Election District 9 Seat

TA Beaudin discussed with the Board that Robert Fisher who held a district 9 seat representing Belmont and Laconia has resigned that seat. Laconia voted to send a letter to the State regarding holding a special election to fill the seat. They are hoping to have the election November 7th if the State approves the date. It was thought that both communities had to be on board in order for the request to be considered but that is not the case. Because Laconia made the request Belmont is obligated as well. TA Beaudin explained that she has provided the dates to Cynthia. She has not heard from Scott Meyers if it has been approved yet. They feel it's important to fill the seat with what's going on with the county and the House of Representatives.

Cynthia noted that there is a question of the location for the election as she believes it is likely the school won't be happy with a request to use their facility. She added that if this isn't an aggressive campaign the election could likely be held at the CMH because the voting numbers would be minimal. The goal is to get out as cheap as possible as this was not budgeted for. There should be enough time that if it looks like it will be a big turnout that they can talk to the school about using their facility. TA Beaudin added that they will have a good idea when sign up starts. It was noted that the hope is the voting hours will be 11a -7p to avoid overtime and the Board would have to approve those hours once an election date is determined.

Old Business

DPW Truck #12 – Request to approve painting

This discussion was deferred until the next meeting to allow Public Works to get the cost.

74 Old State Road – Notice of Sealed Bid Sale

TA Beaudin advised the Board that the tax collectors deed to 74 Old State Road had been accepted at a prior meeting. The building has been secured but is in deplorable condition as it was abandoned long before the deed was accepted. With this information TA Beaudin is recommending to the Board that the Town hold a closed bid sale with a minimum bid of \$18,500 which would recoup the outstanding taxes and legal fees. She noted that anything above the minimum bid would go to the courts for disbursement. She noted that all the heirs have been notified throughout this process. She noted that the property may have some abutter value. The sale would be as is.

Selectman Pike moved to sell the property taken by tax collectors deed at 74 Old State Road by closed bid sale with a minimum bid of \$18,500. Selectman Patten seconded and the motion passed unanimously.

79 Concord Street – Eviction Notice Signatures

TA Beaudin advised the Board that the estate of 79 Concord Street has been notified of the acceptance of the deed and the son of the former owner is not interested in the property. Notices of eviction have been issued but they live out of state so the secretary of state's office has to forward the documents to her. TA Beaudin will get the documents to the attorney and

move forward with the eviction process. Once the documents have been processed the recommendation will be to do a closed seal bid on this property too.

26 Spruce Drive – Corrective Deed

The Board signed a corrective deed for property at 26 Spruce Drive as the previous deed was to L & J Dupont Limited Partnership when it should have been deed to Pine Gardens Manufactured Homes.

Route 106 Sewer

TA Beaudin explained that with the recent discussions regarding the private sewer line on Route 106, she met with Laconia City Manager Scott Myers and DPW Director Wes Anderson to discuss options. She noted that Neil McGreevy had owned 3-4 properties that are connected to the sewer line. The discussion with Laconia involved the possible expansion and what is necessary for Belmont to expand if they owned the line. Their concern is anticipated increased flow, and what type of arrangement could be made for some type of compensation. They need to determine that if once the line crosses into Laconia is it large enough. TA Beaudin advised the Board that she would like to pursue some specific items with town council before the Board makes any decision. Attorney Fitzgerald represented the Town with the Route 3 expansion and proposed sports complex, and is familiar with this sewer line situation. He is alternative council as Mitchell Municipal is working with Laconia. She plans to ask questions to get a better understanding of what are legal obligations to the City if the Town wants to expand the line. Selectman Pike expressed concern that it has been 3 months since it was brought up again and doesn't want to continue to wait. TA Beaudin indicated that there are significant issues that the Town should be fully aware of before moving forward. She has a meeting Wednesday with Attorney Fitzgerald. It was noted that the line drops to 6 inches at the town line. Chairman Mooney said it was her understanding that when the line where built there was encouragement to add on because more flow was needed. Additionally it was built to city specifications as a requirement. TA Beaudin indicated that she would ask Attorney Fitzgerald for response prior to the Board's next meeting.

WRBP Memorandum

TA Beaudin advised the Board that WRBP has been working with communities on a memorandum of ownership and maintenance. The Town of Belmont has no issue and the documents identify both parties' obligations.

Selectman Pike move to accept the WRBP Memorandum. Selectman Patten seconded and the motion passed unanimously.

DOT Road Closure Request

The Board approved a request as proposed from NH DOT relative to the temporary closure of North Main Street for the July 16th and September 24th Nascar races.

Non-public Session

Chairman Mooney called the non-public session to order at 6:10 p.m. in accordance with RSA 91-A:3 II (c). Roll call was taken; those present and voting were Ruth Mooney, Jon Pike

and Claude Patten Jr. Also present was Town Administrator Beaudin, Administrative Assistant Cary Lagace and Town Clerk/Tax Collector Cynthia DeRoy.

The Board reviewed a request from a former owner of the property at 29 Mountain View Terrace to allow repurchase of the property; the discussion focused on ability to pay and commitment.

Those representing 29 Mountain View Terrace left the meeting.

The Board next reviewed a hardship request and agreed to abate \$800; TA Beaudin will correspond with the owner.

The Board next discussed a Union related matter and were unanimous in their decision not to support the terms suggested by the Union.

Chairman Mooney closed the non-public session at 6:55 p.m.

The meeting adjourned at 6:57 p.m.

Ruth Mooney, Chairman

Jon Pike, Vice Chairman

Claude Patten Jr., Selectman