



Office of Board of Selectmen

143 Main Street, P.O. Box 310, Belmont, New Hampshire 03220-0310
Telephone: (603) 267-8300 Fax: (603) 267-8327

Selectmen's Meeting Minutes
Monday, July 25, 2022, 10:00 a.m.
Belmont Mill
Tioga Meeting Room

Present were Chairman Ruth Mooney, Selectman Jon Pike, Selectman Claude Patten, Jr., TA Alicia Jipson, DPW Assistant Director Craig Clairmont, Building & Grounds Supervisor Patrick Golden, Building Inspector Russ Wheeler, Parks & Recreation Director Danielle St. Onge, Police Chief Mark Lewandoski, TC/TC Cynthia Deroy, Sharron Ciampi, Kevin Sturgeon, Town Planner Sarah Whearty, Barrett Salta from BPS, Doug Proctor from H.L Turner. Via Zoom was Finance Director Katherine Davis, and Fire Chief Mike Newhall.

Those present stood for the Pledge of Allegiance.

Minutes:

Selectman Claude Patten moved the minutes of the meeting held on July 11, 2022 as written; seconded by Selectman Jon Pike and the motion passed unanimously.

New Business:

Mill Discussion- TA Jipson presented the Board and dept heads and others mock up floor plans for the Mill. TA Jipson has met with dept heads and walked the necessary floors and gathered all their input on their current and future needs of the building and addressing needs. Each floor was thought out in how we can best utilize the space that is already existing and how to keep the renovations to a minimum with only having to move or add walls here and there. Chairman Mooney was not to keen on the idea of keeping both kitchens. TC/TC Deroy expressed keeping the 1st floor kitchen was an important factor to keeping her staff close in an office that is very busy. TA Jipson added that it is lest costly to keep what is there than to remove it and rehab the space. We have sufficient space to fit all that we need and then some. Keeping both kitchens is not an issue of space. The 2nd floor kitchen could be removed if they so choose to. TC/TC spoke with the post master and they agreed they would deliver and pickup the mail if it was on the 1st floor. This will save on mileage cost for employees to drive to the post office daily. BPS and H.L Turner will look over the proposal of the floors more and get opinions on the load of fitting all the files and if the floor can handle the load or if it will need further bracing. Discussion was had in regards to placement of the Parks n Rec department and the space the Senior group currently use. We have enough space to accommodate both in some sort of capacity within the building. The intention is to renovate the old TH when TH moves over, but that will take time and money and there are no set plans on when that will

happen and or the cost associated with that. There is concern with the level of noise associated with traffic on the floors as there is no insulation in between floors right now. BPS will address that and can add insulation to help minimize the noise. TA Jipson also asked about the air exchange and if the fresh air return will be less noisy than the one in the Mill. Barrett responded that yes it will be based on the area. All in all, the Board and dept heads seemed happy with the proposed floor plans and how they were worked out. Next step will be for BPS to see if the layout works out and can accommodate the heating & cooling units.

Request to Purchase Town Owned Property- the recent buyers of 36 Horse Point Road have requested to purchase an abutting property owned by the Town, map & Lot 101-006-000-000. TA Jipson advised the Board that she reached out to past Land Use Tech Rick Ball for more information about this property. Mr. Ball had indicated that this parcel was the Belmont portion of the WOW trail and connects to the railroad tracks. There was also federal grant money that was used to purchase and develop the trail and cannot be resold. There is also a pavilion on the parcel that was put up as an Eagle Scout project. It is not advisable or in the best interest of the Town to sell.

DPW Request to Purchase Equipment- DPW Clairmont presented the Board with a quote to purchase a new plow for the sidewalk tractor and a used sander from HP Fairfield. Craig had originally received a quote to purchase the sander and plow new for \$15,150. Craig is proposing buying the plow new for \$7,350 and the sander used for \$500.00 for a total cost of \$7,850. Having this 5-position plow will make plowing the sidewalks and small hard to get areas downtown easier for the plow crew. The heavy equipment capital reserve fund currently has \$81,671 with \$60,000 coming in December approved at Town Meeting. Selectman Patten motioned to approve the purchase of the new plow and used sander for a total cost of \$7,850; seconded by Selectman Pike and the motion passed unanimously.

Park & Ride Sign Replacement- Building & Grounds Supervisor Patrick Golden advised the Board that a week or so ago during a wind storm the sign at the park n ride sign had been blown over and in disrepair. The sign was built in the early 2000's and is rotted beyond repair. Patrick received a quote from Adel Signs for \$940 with the sign being on PVC. Craig received a quote from Work Safe for \$688 plus \$100 for plywood for a total cost of \$788. Chairman Mooney liked the look of the Adel sign as it had the town logo and was similar to other welcome to Belmont signs in Town. B&G will need to install new posts. Selectman Patten motioned to approve the purchase of the sign in the amount of \$940.00; seconded by Selectman Pike, and the motion passed unanimously.

Old Business

Seavey Road Update - TA Jipson informed the Board that the bid opening on Seavey Road occurred on August 12th. The high bidder was Busby construction with a total bid price of \$426,426 with \$388,786 being the town's portion and \$37,640 being the school's portion of the costs. The other bids were Lyman at \$435,435 and Pike at \$468,420. The Pre-con meeting will

be held on August 5th and work should commence shortly after and be completed before school starts in September.

FD Roof Repair- Fire Chief Mike Newhall updated the Board on his request last year to repair the roof over the garage and outbuilding at the Fire station with a metal roof. The quote he received last year was around \$15,000. The quote Mike received from Three Brooks Builders in June came in at \$8,750. This is the only quote that Mike has sought. Selectmen Pike and Patten both requested Chief Newhall to obtain 2 more quotes for comparison.

Other Old Business

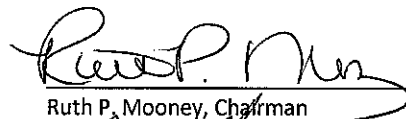
Recycle Bins- TA Jipson explained that come 2023 when Casella moves to automated we will have no need for the blue recycling totes that we have in stock. DPW Director Clairmont counted the bins and we have about 200-250 bins. The bins are stamped with Belmont on the side. Craig had recommended maybe we reach out to the Town of Belmont Mass and ask if they would be interested in purchasing them. Selectmen Pike agreed that we should sell the bins. B&G supervisor Golden suggested that we keep a few on hand as they use them for moving items when necessary and help with storage.

Cemetery Letter to Fence Company- Cemetery Trustees Sharon Ciampi updated the Board that she has drafted a letter that she has asked the TA to look over. The Trustees are seeking the company they hired 1-year ago to refund the deposit they placed a year ago. There has been back and forth communication between Sharon and Lawrence Fence Company with failed attempts for them to finish the work. The Cemetery Trustees would like to move forward with hiring out another company to do the fencing. The BOS suggested that Sharon also obtain more quotes for the work to be done. TA Jipson will finalize drafting the letter and mail certified requesting the town receive back the funds via a certified bank check within 10 days hand delivered to the Finance Director.

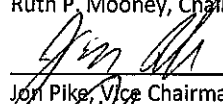
Sargent Park Camera Update- TA Jipson informed the Board that A&B Lock will be installing the cameras at Sargent Park the end of this week or next week.

Old Home Day Meeting- BOS and staff involved with OHD functions met to discuss the events and operations of the day and assign tasks.

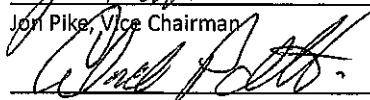
The meeting was adjourned at 12:02 pm.



Ruth P. Mooney, Chairman



Jon Pike, Vice Chairman



Claude B. Patten, Jr., Selectman