



Office of Board of Selectmen

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Selectmen's Meeting Minutes
Monday, September 7, 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, Assessing Admin Colleen Akerman, DPW Director Craig Clairmont, Assistant DPW Director Brian Jackes, Building & Grounds Supervisor Patrick Golden, Parks & Recreation Director Danielle St. Onge, Fire Chief Mike Newhall, Police Chief Mark Lewandoski, Lieutenant Firefighter Tom Murphy, SRSD Superintendent Mike Tursi, Cemetery Trustee Sharon Ciampi, and Library Trustee Jessica Ellis-Hopkins. Also present was Rich Fournier. Via Zoom was Finance Director Katherine Davis.

Those present stood for the Pledge of Allegiance.

Minutes

Selectman Patten motioned to approve the minutes of the meeting held on August 22, 2022 as written; seconded by Selectman Pike and the motion passed unanimously.

New Business

Appoint TA Jipson to serve as Representative on the Concord Regional Solid Waste Cooperative Joint Board, with Brian Jackes as Alternate - TA Jipson explained that Jeanne Beaudin was the previous representative and new representation is required.

Selectman Pike motioned to appoint TA Jipson as the Concord Regional Solid Waste Cooperative Joint Board Representative and Brian Jackes as Alternate Representative. The motion was seconded by Selectman Patten and the motion passed unanimously.

Discussion on Responsible Party for Sewer Connections – Nancy Drive – Rich Fournier
Mr. Rich Fournier spoke with the Board on behalf of his neighbor, Sue King, who is at 32 Nancy Drive. He reported that Ms. King experienced a sewer plug in June, which appears to be the same as a plug that happened 5 years ago. Ms. King is the only resident in the home. No other neighbors have reported any problems.

Mr. Fournier brought a prototype to show the Board where the plugs occurred. He believes there is a fitting that is the problem and he would like to know where in the sewer line

does the Town take liability, and what is the homeowner responsible for. There was discussion about where the Town's responsibility for a sewer connection starts and ends. DPW Director Clairmont explained the property owner is responsible for the service connections and the Town is responsible for the main line. Mr. Fournier would like to review the previous camera footage and contract drawings for the sewer. DPW Director Clairmont said that he has provided the drawings that they have found, but recordkeeping in prior years was not the best. Mr. Fournier stated there were flat files in a plan drawer as well as CDs with electronic copies of the files. DPW Director Clairmont said he will look some more to see if they can locate any of the files. It was the consensus of the Board that Ms. King will need to take the next step and that it will be up to her if she wants to spend the money to send a camera down the line. It is not the Town's line so it will be her responsibility.

Building Official Resignation/CEO Promotion – Part-time Building Inspector Russ Wheeler has resigned effective 09/09/2022. TA Jipson did some research and found that there are currently 12 openings across the state. Previously the Building Inspector and Code Enforcement Officer was a combined full-time position. The Board made a decision to combine the jobs once again and offered the position to current Code Enforcement Officer Mark Ekberg. He accepted and will start on 09/12/2022 as the full-time Building Inspector and Code Enforcement Officer. Mr. Wheeler will continue to provide support to CEO Ekberg as he works on his certifications. He should have his certifications within one year, and will be able to reach out to other inspectors for assistance when needed.

Land Use Part-Time New Hire – After advertising for a long time, the Land Use Department has hired Susan Pastor for the Land Use Clerk position. She will start on 09/15/2022. This is a part-time, 5 days per week position. The office is very busy and needs as much staffing coverage as possible.

Assign New Household Hazardous Waste (HHW) Coordinator – Lieutenant Firefighter Tom Murphy has been heading up the HHW Collection for a number of years and would like to start working with someone new to take it over. This event happens one Saturday over the summer for the Belmont location. Residents from Belmont can also attend any of the other Lakes Region HHW collection locations on other dates. The Town pays about \$5,000-\$6,000 to be a collection town. Belmont is the only Fire Department in the Lakes Region to host this event and it causes traffic problems in the area of the department on the annual collection day. It has been recommended that this event be moved to the Highway Garage. All other Lakes Region collection sites are at DPWs. The collection occurs in July but may not be picked up for 6-8 weeks and it needs to be stored out of the weather. Casella has generously provided the dumpster at no cost in prior years but this year the Town did receive a bill. There may be some reimbursement available.

Lieutenant Murphy said the event is not hard to coordinate. The collection route and traffic flow need to be figured out. There are a few evening meetings at the Lakes Region Planning Commission (LRPC) in Meredith in May, June, and July, with a wrap up meeting in September. LRPC provides all of the marketing and advertising materials for the event. The

next meeting is 09/14/2022 so it would be a great opportunity for someone to attend with Lieutenant Murphy. There was discussion about the budget and overtime for the extra meetings and collection day. Assistant DPW Director Brian Jackes was asked if he would be willing to take this on and he said yes if no one else volunteers. The Board was concerned about putting too many duties on the Assistant DPW Director. TA Jipson said Buildings & Grounds might have interest. B&G Supervisor Patrick Golden declined. TA Jipson will speak with B&G personnel Kyle Dodge. Selectman Pike recommended posting the position internally.

Shaker Regional School District – School Resource Officer (SRO) – Superintendent Mike Tursi and Police Chief Mark Lewandoski talked to the Board about the need for a dedicated SRO to be added as a new position in the Police Department (PD). Over the years there have been part-time and full-time SROs but currently there is no SRO. This would be a new designated position for coverage at all of the Belmont schools. Right now, a patrolman is pulled when someone is needed at the schools. There has been an increase in the number of school-related calls recently. There are currently 55 court-involved student cases where in the past there were 15.

Superintendent Tursi explained that he is asking the School Board to support funding a full-time SRO for 45 weeks during school time. In order to do that, the position has to be added to the PD force and budget. There was discussion about the logistics of budgeting, duties and coverage, patrol vehicle need, and whether the SRO would be available during non-school time for patrols. The School Board and Board of Selectmen will need to agree to talk about this. It was the consensus of the Selectmen to engage in talks with the School Board to move forward with the new SRO position. The Select Board would agree contingent on a commitment from the School Board for funding the position. Finance Director Katherine Davis answered some questions about how the revenues and expenditures may work for this type of situation, but stated it will be an internal matter to determine. Chairman Mooney said the SRO position has the Board's support to move forward and to be added to the 2023 budget. Chief Lewandoski will work on filling the new SRO position as soon as possible. The Board stipulated that if there is a major catastrophic event in town, the SRO would be expected to assist.

Other New Business

Water Main Break – TA Jipson would like to thank DPW, the Fire Department, the Police Department and Busby Construction for their hard work to fix the recent water main break on Johnson Street. This happened over a holiday weekend from 8:30pm Sunday evening through 12pm Monday morning. DPW Director Clairmont reported there was a washout and part of the roadway was undermined. It will need to be paved and the swales will need to be redone. He said they were fortunate to get help to work on this over the holiday.

Invitation to join Governor Sununu at Stone Mountain Farm – The Board has been invited to celebrate apple season with Governor Sununu at Stone Mountain Farm tomorrow morning (09/08/2022) at 11:30am. Chairman Mooney and Selectman Patten will attend the event.

Assessment Update Request – Administration has received a request for additional explanations and information about future updates. For the most recent update, there was information distributed on the Town website, in the Town newsletter and on the BOS Facebook page. Prior to the next update, KRT Appraisal will hold an in-person event to explain the process. KRT reported they recently held over 300 hearings.

Other Old Business

Public Hearing to accept Highway Funds – TA Jipson will schedule a Public Hearing for September 19, 2022 to accept \$165,767.11 in Highway Funds. The bridge funds will be accepted at a later date. The notice will be posted today and in the paper tomorrow.

Franklin Savings Bank Loan for DPW Truck and Plow – The bank requested TA Jipson read a correction into the record with regards to the loan: *“The anticipated delivery date of the truck and plow is December 2022. If for some reason the delivery is delayed, the Town will encumber the payment due in December of 2022 and hold the funds to make the first payment at delivery in January of 2023”*. Selectman Pike asked if when the truck comes in it will have the serial number so the loan can be induced so we don’t lose the rate? The plow and wing may not happen until January or February. If we have the vehicle, we can start making payments without the upfits. DPW Director Clairmont said he expects to get an updated invoice with the last digits of the serial number today.

Mill Renovations – TA Jipson said she did a long walk-through with H. L. Turner on all of the floors of the Mill and reviewed the plans she and Town Planner Sarah Whearty created. She said they have a better understanding of why the plans were created with minimal changes. H. L. Turner should provide revised plans next week.

DPW Personnel – DPW Director Clairmont said they have a candidate to join the DPW. It will not affect the highway budget and everyone is getting cross-training.

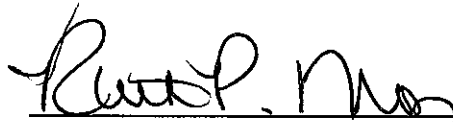
Next Meeting

The next meeting date will be September 19, 2022 at 10:00 am.

Non-Public

Chairman Mooney moved to enter non-public session in accordance with RSA 91-A:3 II (c) at 11:25 am. Roll call was taken and those present and voting were Jon Pike, Ruth Mooney and Claude Patten, Jr. Also present was TA Alicia Jipson. The Board returned to public session at 12:15 pm.

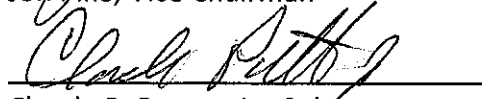
The meeting was adjourned at 12:18 pm.



Ruth P. Mooney, Chairman



Jon Pike, Vice Chairman



Claude B. Patten, Jr., Selectman