



Office of Board of Selectmen

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Selectmen's Meeting Minutes

Monday, June 21, 2021, 3:00 p.m.

Belmont Mill – Tioga Meeting Room

Chairman Ruth Mooney called the meeting to order at 3:00 p.m. Also, present were Selectman Jon Pike, Selectman Claude Patten, Town Administrator Jeanne Beaudin, Assistant Town Administrator Alicia Jipson, and Chief Mark Lewandoski. Present through Zoom was Fire Chief Mike Newhall, Donna Lane fCDBG consultant, and Sal Steven-Hubbard from Lakes Region Community Developers.

Those present stood for the Pledge of Allegiance.

Abatements, Exemptions & Credits

The appropriate abatements, exemptions, and credits were signed by all attending Board members.

Minutes

Selectman Patten moved the minutes of the meeting held on June 8, 2021, as written; seconded by Selectman Pike and the motion passed unanimously.

Selectman Pike moved the minutes of the meeting held on June 14, 2021, as written; seconded by Selectman Patten and the motion passed unanimously.

Selectman Ruth Mooney read the following in regard to the Community Development Block Grant Project:

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for economic development projects, up to \$500,000 for public facility, up to \$500,000 for housing projects, and up to \$500,000 for emergency activities. Up to \$25,000 is available per planning study grant. All projects must directly benefit a majority of low- and moderate-income persons.

Please let it also be noted that the informational document was on the Town's website prior to the Public Hearings and copies were made available at the Public Hearing.

Public Hearing- Historic Structure Report/ Study for the Gale School

Sal Steven-Hubbard read the following:

The Gale School was built in 1894 and operated until 1985 and sat vacant at its original location surrounded by the more modern Belmont schools until it was moved to the current location at 60 Concord Street in July of 2020.

A historic consultant firm, 106 Associates, was hired in the fall of 2020 to assist in compiling the necessary reports to satisfy various grant requirements, and to assist the design team in formulating appropriate strategies for redevelopment of the building. This study is funded with a \$25,000 CDBG Planning Study Grant. A proposed use for the building is a daycare center and a facility to provide training to adults in basic life skills.

The report lays out the current condition of the building and its historic significance, and describes the work contemplated and how that work will need to be done in order to maintain the historic significance.

The report finds that the building is historically significant, even after its move (and the SHPO has concurred), and that the plan for the building (both in terms of use and in terms of architecture) are compatible with the historic nature of the building. The report lays out recommendations for the rehabilitation methods.

Selectman Mooney asked if there was any public comment, Selectman Pike asked if the study will be available for others to read? Sal responded that the study supplied was just a draft and the final report shall be finalized shortly and will be available for distribution afterwards.

Public Hearing- Proposed CDBG Application for the Gale School Renovations

Selectman Ruth Mooney read the following:

This is a proposed application to the NH Community Development Finance Authority for up to \$500,000 in 2021 Community Development Block Grant Public Facility funds or CDBG-Covid funding. These funds will, in part, finance Lakes Region Community Developers to make renovations to the Gale School Building, 60 Concord Street, into a daycare and adult life skills center to serve primarily low- and moderate-income persons.

PUBLIC COMMENT, there being none, Selectmen mooney closed public hearing at 3:13.

Public Hearing

Housing and Community Development Plan

Selectman Mooney read the following:

The Town's Housing and Community Development Plan identifies needs, which currently exist or are anticipated during the next three years. The Plan provides a basis for guiding the Town's housing and community development objectives and actions. A goal has been added to address this proposed project.

Goal: Encourage activities that assist the residents, such as daycares, social services, and senior services. (Short-term and Long-term goal).

Also, a CDBG Citizen Participation Plan has been added to the HCDP.

PUBLIC COMMENT, there being none, Selectmen mooney closed public hearing at 3:14.

Public Hearing

Residential Anti-displacement and Relocation Assistance Plan for the Proposed Gale School Project.

The Residential Anti-displacement and Relocation Assistance Plan for the rehabilitation of the Gale School into daycare and adult life skills center to serve primarily low- and moderate-income persons. No relocation or displacement is anticipated as the building is currently vacant.

PUBLIC COMMENT, there being none, Selectmen Mooney closed public hearing at 3:15.

VOTING

Selectman Pike motioned to vote to approve the submittal of the Gale School Rehabilitation CDBG Application and vote to authorize the Chairman, Board of Selectmen to sign and submit the application, and upon approval of the CDBG application, authorize the Chairman, Board of Selectmen to execute any documents which may be necessary to effectuate the CDBG contract and any amendments thereto; seconded by Selectman Patten and the motion passed unanimously.

Selectmen Pike motioned to adopt the Housing and Community Development Plan; seconded by Selectman Patten and the motion passed unanimously.

Selectmen Pike motioned to adopt the Anti-displacement and Relocation Assistance Plan; seconded by Selectman Patten and the motion passed unanimously.

New Business

Acceptance of Grant writer Proposal- On May 19, 2021, the Town of Belmont sent out a Request for CDBG Grant Writing Proposals to: nhgrantadmins@googlegroups.com; Travis.J.Toner@dot.nh.gov. One proposal was received from Donna Lane. It is the Town's recommendation to select Donna Lane to write their CDBG application based on Donna's experience and deems the fee reasonable in accordance with CDFA allowable CDBG grant writing charges.

Public Hearing

Selectman Mooney opened up the public hearing at 3:19 to accept the terms of the EMPG grant agreement relative to the Town's LEOP Update, the grant amount is \$4,500. This grant is to assist the town in updating its Emergency Operations Plan. This is required every 5 years, and we usually receive a 50% grant to aid in hiring a consultant to write the actual plan. We (town staff) put our time in for the grant as a match and the process does not cost the town any money.

Selectman Mooney moved to accept the terms of the EMPG grant agreement as presented; seconded by Selectman Patten and the motion passed unanimously.

Public Comment, there being none. Selectman closed the public hearing at 3:21.

Winnepesaukee River Basin Program- TA Beaudin discussed that for the past 4 years or more the TOB as a member of the advisory board has been working with the other community's trying to establish a formula based on flow. Belmont does a flat rate and not a metered rate for sewer. We had Underwood Engineers involved in the process to help and they helped the City of Franklin as well as Northfield and Tilton. Wes Anderson from the City of Laconia has been Chairing the process for Advisory Board, and we have been working on a program to assist those that do not have a metered system. We are looking at installing flow meters in some of the pump systems. Selectman Pike recalled that a few years ago there was discussion of storm water flowing into the sewer drains. TA Beaudin responded that we do not have that issue now. We do have 1 area that does get some ground water at one of the catch basins because it is low, Craig is going to look at correcting that. The proposed increase will be about \$22,000 based off of the FY 2019 rates and discussed at their last meeting the rate increase will be a phased in 3-year approach and not just a 1x hit. When we actually look at the rates users will be notified and allowed to comment and discuss at a public hearing.

Town Owned Property- On Friday we received 2 bids for 3 Welcome Road. The 2nd bidder requested his deposit back at the opening, so today's action will be to accept the bid from Davis Ellis and Lee Ann Fay-Ellis in the amount of \$31,698 for the property known as 3 Welcome Road, Tax Map 121 Lot 026, the minimum bid for the property was \$24,500 which included back taxes and associated costs for site cleanup. A Bill of interpleader will be filed with the court relative to the difference between the bid and what was due to the Town. Selectman Pike suggested that the next time we have property up for sale we place a for sale sign by the road to grab more attention.

MS353- The form has been prepared and is ready to be signed. TA Beaudin will upload to the DRA portal.

Northfield Request- the Town of Northfield has requested to join the consortium of Lakes Region Communities relative to the negotiations for a new franchise agreement with Atlantic Broadband, the Board needs to vote to agree to allow them to join. Each current community in the consortium will be voting in the same manner. Selectman Pike motioned that the Belmont Board of Selectman does hereby approve the admission of the Town of Northfield to the Consortium of the municipalities of Alton, Deerfield, Franklin, Gilford, Gilmanton, Laconia, New Durham and Northwoods as a member municipality pursuant to the Intermunicipal Agreement signed by the current member municipalities subject to the Town of Northfield executing the IA agreement and an Engagement Letter with DTC lawyers, counsel to the consortium; seconded by Selectman Patten and the motion passed unanimously.

Employee Resignation- Kyle McGann with the Fire Department has submitted his letter of resignation. Our Code Enforcement Officer/Building Inspector Russell Wheeler has also given his notice.

Old Business

PD Storage Building- TA Beaudin is looking for a decision on the building. Selectman Mooney agreed with what Barrett from BPS had to say in his initial guess on what it would cost to construct a new building, and the costs are far greater than what we received for a quote on rehabbing the existing building. Selectman Mooney only agrees to leave the back portion of the building and not the whole

building. Selectman Pike and Selectman Patten both agreed to keep the back portion as storage for the PD.

Fiscal Recovery Fund- Our application for the Fiscal Recovery Fund has been submitted to GOEFFR. TA Beaudin is reaching out to the program to determine if we can sole source our vendor for the well repair and relining or if we are going to have to go out to bid which will significantly increase costs for the project; TA Beaudin will keep the Board posted. The BOS will be holding a public hearing on July 12, at 10am to accept the funds from the first disbursement in the amount of \$383,844.60, the 2nd disbursement will follow in June 2022.

Bathrooms at the Park- Selectman Mooney had received a request to have the bathrooms opened during the day at the park. Selectman Pike suggested that they remain closed unless we have an event going on. TA Beaudin reached out to Building & Grounds for their input, and they were concerned about vandalism. It would also add extra work onto the already shorthanded staff, having to open and lock daily as well as monitor and clean. TA Beaudin recommends that we do not open them.

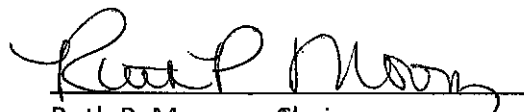
Beach- TA Beaudin commented that all seems well at the Beach and have not seen or heard of any complaints about non-residents using the beach.

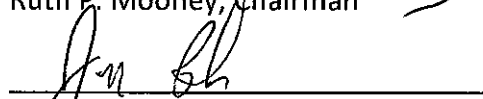
Non-Public Session

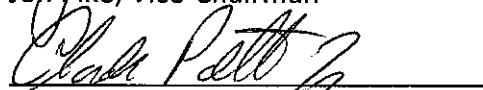
Chairman Mooney moved to enter non-public session at 4:04 p.m. in accordance with RSA 91-A:3 II (b); roll call was taken and those present, and voting were Selectman Jon Pike, Selectman Claude Patten Jr., and Selectman Ruth Mooney. Also, present were TA Jeanne Beaudin, Asst. TA Alicia Jipson.

Discussion was had relative to the resignations in the office and how to move forward with filling that position.

The meeting adjourned at 4:30 p.m.


Ruth P. Mooney, Chairman


Jon Pike, Vice-Chairman


Claude B. Patten, Jr., Selectman