

Selectmen's Meeting Minutes  
October 17, 2016

At the Selectmen's Meeting held on Monday, October 17, 2016 at 6:30 p.m. the following people were in attendance: Wendy Hersom, Mark Lufkin, Peter Corey.

Jon Warzocha and Dexter Lefavour of Horizons Engineering were in attendance to discuss the proposed water/sewer projects.

The revised Engineering Agreement, which reflects the changes requested by the Town and Rural Development, was signed by Wendy Hersom, Chairperson.

Dexter said that as far as the wastewater study goes, they met with Josh and brought a mechanical engineer with them last week. Dexter said they are trying to get a handle on what is existing and what the immediate needs are. The control building is in pretty good shape overall. The exterior needs paint. All the mechanical equipment was running and there was one blower Josh is in the process of replacing so no issue there. Peter asked if they are normally that loud and Dexter said that they are. Often times they are in separate buildings. The layout of the aeration system is there is small slice that doesn't get air and Josh is wondering if that can be addressed going forward. Secondary lagoon looks good.

The UV building is scary. The equipment is good, but it is a confined space area. The headworks building has a grit channel, a long rectangular ditch that removes the grit and sand because it is easy to capture. The way the building is built over it there is no way for the operator to get in and service that safely or easily. They remove the grit with a shovel or rake. No room off to the side for him to stand. They have to straddle it. They need a 3-foot aisle. The building has no ventilation. The building also does not have electrical fixtures that are explosion proof. The state looks for mechanical screening equipment rather than grinding equipment. There is a predominance of plastics coming through the pipes and the wipes re-congeal and the plastics remain and end up in the sludge. This makes the sludge less desirable to spread on land. Brown Street has submersible pumps they are serviced by lifting them out. The exterior of the building on Brown Street needs paint, etc. All of the pump stations and treatment plant have emergency generators. The emergency generator is not operating the disinfection system. The other two pump stations have above grade pumps. They are easy to maintain because everything is up above ground. Josh like that technology. Dexter said we need to do an analysis and look at components for upgrading. We need to do the site evaluation for the e-ground disposal. Dexter said he would like to get with Shawn this week to schedule using the town backhoe.

Mark asked about the water projects, and Dexter said we have defined the priorities for the water system pretty much when we met a month or so ago. We need to put it down and get it to Rural Development. Dexter said mid-December for the treatment plant. The water project is something he can do in the next two weeks.

Jon said that he spoke with Eric Law at USDA, and they believe there is enough deficiency on both projects so we are going with two separate funding applications then we can do two warrant articles. USDA said if we submitted two separate applications and then they will process them together. He felt

that was the best way to organize the whole thing. USDA did make the informal comment that this is a high priority project in both New Hampshire and Vermont which should bode well for a funding package. You have to go with the full application then you will find out how you qualify in terms of grant and loan. Jon said we don't need an approved engineering study. We just need a draft submitted with the application. The big thing is figures for the bond vote.

Fred Ingerson had a question on Mr. Harris's water hook-ups – how is determined who has hook-ups. Fred said it is hard to keep track of them if people pay for the hook-ups and then don't use them.

Dexter said you need 40 lbs or better static pressure to hook on. Anything more than a residence would need to be looked at on a case by case basis. Wendy said we have people who have paid for the hook-ups but have not actually hooked in – do they factor those in or just the ones currently being used? There is communication going on back and forth. Dexter said you should develop an allocation policy that sets a time limit for those allocations – you can set your own time frame – there may be some statutory limits. Dexter said we have flexibility on how we set it up. Jon said he spoke with another town, and once you paid you got your spot. What if you paid and didn't connect? Usually people pay and connect right off. Where Mr. Harris doesn't actually have the mobile homes on site yet so he doesn't hook up right away.

Wendy asked what if you have a line with a connection and no water is actually coming in or out of it. Dick said he has one meter that services the whole park. Dexter said if you put in the connection and don't use it, do you lose your allocation? Jon said if a few fall through the crack it is a non-issue. The problem is if you have a whole lot of people who have paid and not hooked up. Jon said this a particular issue, and the overall policy should say you have to connect within a certain time frame.

Dexter said that you allocate for 450 gpd for a 3-bedroom house. There is a buffer there. Sondra Brekke asked about how the connection is and how much water is used. Dexter said that the allocation is setting aside capacity. All houses get a certain size service line. There is an allocation of capacity that is separate. That is a placeholder for reserve capacity. Once he connects. it comes out of the reserve and goes in the actual flow. Wendy said there was a moratorium on connections because of customers running out of water. Wendy said he had the connections but there was an issue with the moratorium. Dick said the allocation, flow, and capacity doesn't mean anything if you have leaks everywhere. Dexter said he is going to draft up a policy for the Town to go by. Dick thinks the original policy had a three-year time frame. Dick said his question would be when he hooks up, all he is going off is his main trunk line and when he goes to the pad and there is a shut-off valve at that pad. Dexter said he feels when he put in his main service line and main meter he is hooked up for how many homes he was approved for.

#### DEPARTMENT HEAD MEETING

##### **Kelly Smith – Recreation Department**

Kelly Smith, Recreation Director attended the meeting to say she had an appointment with Mr. Cronin for October 3<sup>rd</sup>, and he was not there so Kelly said she met with Mrs. Plumley and as of this afternoon she had not gotten a response for a definite place for the after school program. Kelly said she has two roles in that building. It is harder for her to go above but she is trying to push and make sure he understands. The feeling is we are not wanted there. We were thrown in the gym. There was a classroom that could have been used, but it is made for 5 students and sometimes we have 15-20

students so there is not enough room in that classroom. Kelly said we need to provide feedback. She did stress to Cheryl that it would be for the remainder of the school year. It wasn't in the student's best interest to switch around locations. It doesn't seem like it is working. Edie said they don't want the program up at the school. Edie said it started when Ellen Turcotte was principal and they had it in the library and they complained in the library – they picked up and there was a big bag of trash. Edie said they cleaned that last every night. Edie said whoever ends up with the kids in their classroom seems to complain. The kids being in the art room was a problem - It is set up all day long and sometimes kids get into that stuff. Edie said she never saw a problem with it being in the library as long as the kids don't mess with the books. They did pick up their trash every night. Edie said she watched it go on for six years. There was just an attitude about it. Kelly is worried about basketball, and Mark asked about Dalton. Kelly said she wants to see what is available at Whitefield first as that is more convenient for people. Kelly is going to put in a building use form for basketball. Ed Samson offered to go up and speak with Mr. Cronin, as he uses the program, and see if he can come up with a solution. The Board agreed to have Ed go up and speak with Mr. Cronin and one of the Selectmen will go with him.

Kelly said she wants to put this out there in reference to the Cannon Mountain Ski Program. We spend a lot of money on the program. It ends up costing us and then we pay half of the Twin Mountain ski bus. We pay out about \$2300 from our budget for the ski program. The other schools in the district don't run the program through their recreation programs. It is run and organized by parent volunteers. Kelly would like the Board to consider having this be a parent volunteer event. Kelly said we have done it both ways, no bus and having the bus. The cost of busing is becoming huge. It is \$250 a trip. There is about 20 to 25 kids who go to Cannon. Kelly said the agreement was we would pay half of the bus for the Twin Mountain ski program and we would be able to use the gym in Twin Mountain for basketball. That has become a nightmare. Kelly thinks we could use that \$2300 towards other recreation programs, the after school program and the two extra weeks of summer recreation. Kelly is looking to be cost-friendly for the Town. The Board said we will discuss and have a decision when Kelly comes back on November 7<sup>th</sup> for her budget.

#### **Edward Samson – Police Department**

Ed Samson, Police Chief, said he is going to look into putting on one or two more part-timers. We are looking at getting a couple more people on the roster. Ed Dorr is moving to Florida and Jeremy Oleson has some commitments and won't be available as much. Ed said his overtime is up due to the academy and time off. We should be in good shape going in to next year. The Emergency Operations Plan is coming along well. We had a good joint meeting with the school last week. Ed said he just found out from John Ross that the maintenance fee for the communication program is going to be instituted in 2017. It is going to be \$5,000 a year per town. Ed was not aware of this. Considering the cost of the equipment and how well the system works it is not a lot to pay.

#### **John Ross – Whitefield Fire Rescue**

The Board review and approved the job posting and job description for the new EMT position.

The Board approved the appointment of two new members.

John asked about non-profits using the fire station water for a car wash—do we charge them for that? Peter said at National Guard buildings they would charge a fee to cover the use of utilities, etc. We can check with other towns and see what they do.

Wendy asked how things were going, and John said things are going well. Tom Ladd said things are better. Communication is spotty, and it has been a long time not getting much information, but that is getting better. The ambulance has made every call. The per diem has helped.

Peter asked if we had made John's appointment permanent. Wendy and Mark said yes. We will send out a memo so the membership is aware of this.

### **Josh Welch – Sewer Treatment Plant**

Josh said it is going to cost \$3500 to hook up the hot water and furnace at the treatment plant. The money is in the budget for this. Josh said that the backflow in the UV building is not working. They turned the water back on and it just blows water all over the floor. Hopefully we can rebuild it. He will have Roland Abbott come over and look at it. It is a back-flow RPZ so if the water system has a leak and is sucking water in that stops it. There is municipal water in the UV building. Hopefully it can be removed and fixed. The water is off so there is no risk of any of it getting sucked back in.

Horizons is going to come redevelop the monitoring wells and they convinced the state to see if we can get better numbers with November sampling. They have been trying to get us to put new ones in, but hopefully this will help.

### **Fred Ingerson – Water Department**

Fred said that Tom Clark is working on the Cherry Mountain building and getting that finished up. The new truck is working out well. Fred is having a woman from Littleton to come and help him get the new information transferred over on his computer. He wasn't having much luck with Certified Computer. He is having Michelle from Fearless Computing come in to help him get set up. The water bills just went out.

Fred got a quote just this afternoon from some of the communications on the radio read and that is not going to work out. You can't get enough signal. He gave a quote on a cellular read. Josh had someone come and fixed one of the charts and we are getting a quote from them as well.

### **Shawn White – Public Works**

Shawn said that he spoke to Matt Holmes on the weight limit, and he is fine once he found out it was 6 tons and not 6,000 lbs. Wendy asked Tom Ladd if he had an issue with it as he had complained and Tom said he would like to clarify what the limit is on the rest of the road. Tom said he does not have a problem with the 6-ton limit. Shawn said there is no limit on the remainder of the road other than the spring time limits. A motion was made by Peter Corey, seconded by Wendy Hersom, and unanimously approved to adopt a modified weight limit of six tons on the portion of Gould Road, specifically from the intersection of Route 116 (Littleton Road) to the Kimball Hill Road Intersection (four corners). This limit is necessary to prevent unreasonable damage or extraordinary municipal maintenance expense, pursuant to RSA 231:19, I.

Shawn said he has been working on getting the four LED lights put up that we are going to try out. We need an electrician who has a bucket truck—Ray's Electric did Lancaster and J.A. Corey has a bucket

truck. Shawn will have quotes from both of them by tomorrow. The light fixtures are just under \$700, but Eversource is giving us the \$100 per light credit so the cost will be \$300 plus the installation cost. The four fixtures that will have these are across from Dunkin Donuts, Route 3 and Route 116 Jefferson Road, Holly Heights and on Elm Street.

Mark thought they were putting them up at no cost to the Town. Mark didn't think we had to pay for them. Peter said he assumed there would be a cost. Mark said if they are selling 143 lights, you would think the demonstration would be at no cost.

Peter said the \$300 is the final cost. It is a demonstration cost. Mark was under the assumption that they are going to let us try them out for free. They said they would give them to us on a trial basis. We can take it or not. Wendy would like to see the quote for the installation costs before she makes a decision.

Marsha said she does not want near her house. She said we have so many homes right near the street lights it is going to affect their sleep.

Shawn said the LED lights are on the common. The person against the lights who lives on Mt. View said he liked the LED lights on the common and thought they looked great.

Shawn said they did paving on Parker Road. He said on Cherry Street they excavated about 100 feet and put in a 6 inch pipe going in to a catch basin so it will go down to Dennis Gooden's driveway and then they put in another catch basis right before the Roy's and from there it is a 10 inch pipe to the state pipe. There is one bad spot in the clay pipe near the road. Shawn said where the water comes off Arthur's driveway putting asphalt curbing down and around so it doesn't go over the bank. The only thing we are not going to do this is the swale down to the road. Shawn said he rather go with the curbing.

Shawn said that they are taking the reclaimed grindings and putting them down on Old East Road. Mark said it looks good.

Shawn asked the board if we could abate Dennis Gooden's water bill by \$25 as he helped out with water when we were doing the project. A motion was made by Wendy and seconded by Peter to grant this \$25 abatement on Dennis Gooden's water bill. Mark Lufkin recused himself.

Shawn said we have to pave a section of his driveway and go back and get our drainage swale in there. He will take care of that himself.

Tom Clark is back, and Shawn said there are a couple of other jobs Fred want Tom to do, but Shawn said he needs him back so he can start downstairs. Fred has some other jobs for him to do. The cover to go on the meter pit. Shawn and Fred will work it out. Fred said it took him not even a day to do that project at the well.

Frank Lombardi wanted to clarify that street light location on Elm Street, and Shawn said it would be past Pine Street towards town.

Wendy said in reference to the Airport plowing, the Commission had a meeting and there are two guys out there who will help with plowing and they are hoping to coordinate for the runways and taxiways. Fred and Shawn are o.k. with it. Shawn said the priority is the roads. The blue truck is a spare truck, and if Fred is done with what he needs to do then Fred will go out to plow. We need to get that snowblower

going. The center of the runway is plowed, and when you get closer to the lights, use the snowblower. Shawn said our whole crew can help out. Wendy said there are FAA regulations. They are going to rely on Fred & Shawn to help them out with this. Bob Dunn and Matt Baker are the two who have offered to do it.

There was an invitation to bid for a town-owned parcel Tax Map 219/Lot 025, 2.30 land only parcel on Lancaster Road.

Three bids were received:

Aaron Arsenault - \$1500.00

James Burghoff, Jr. - \$5627.00

Brian Lee - \$2177.00

A motion was made, seconded, and unanimously approved to accept Mr. Burghoff's bid.

Mr. Tim Ricker inquired if the airport commissioner or whoever is responsible with the National Guard proposal if any progress been made? Wendy said she is the one who is responsible for contacting them, and she has not made contact. Mr. Ricker asked if there was a time frame to do this. Wendy said it is on her list to make contact. Mr. Ricker said that the event was very nice at the airport a couple of weeks ago. He said he feels over near the railroad would be a better location for the National Guard hanger.

The Selectmen cancelled their meeting for October 31<sup>st</sup>. The next Selectmen's meeting will be November 7, 2016, when the Board will start meeting with departments for the 2017 budget.

A motion was made by Wendy Hersom, seconded by Peter Corey, and unanimously approved to approve the minutes of the October 3, 2016 Selectmen's Meeting.

A motion was made by Wendy Hersom, seconded by Peter Corey, and unanimously approved to enter in to non-public session at 8:10 p.m. pursuant to RSA 91-A:3 II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.

The Board adjourned from non-public session at 9:40 p.m.

The Board of Selectmen approved and signed an agreement/contract with George E. Sansoucy, P.E., LLC a Professional Engineer and certified general appraiser to provide engineering consulting, valuation, regulatory analyses, expert testimony, and technical support to the Town of Whitefield to support the Town's intervention before the Site Evaluation Committee in the State of New Hampshire regarding the Northern Pass proposal to build a high voltage electrical transmission line into New Hampshire from Canada and through our community.

The meeting adjourned at 9:45 p.m.