

Town of Bartlett Office of Selectmen

Meeting Minutes: 01/18/08

Attendance: Chairman Gene Chandler, Douglas Garland, Jon Tanguay

Reporters: None

Meeting opened at 08:30 AM.

The Selectmen met with Annette Libby, Recreation Director, and went over her 2008 proposed operating budget. Libby presented copies of her 2007 operating budget, her 2008 proposed operating budget, balance sheet of previous years for comparison, a profit and loss statement as well as a balance sheet for the Selectmen to review. Chairman Chandler inquired if the bottom line was that she was asking for more money. Libby replied yes that she is asking for \$1000.00 for raises for her returning summer help as they were good workers. Chairman Chandler inquired why she doesn't take it out of the summer program. Libby explained that she would have to increase her fees and she doesn't want to do that. Libby would also like to increase her assistant's hours from 10 hours per week to 20 hours but would settle for 15 hours. Selectman Garland inquired if she wanted this money funded from the town. Libby replied yes. Selectman Tanguay clarified that she wanted strictly salary from the Town and she would fund her programs, supplies, etc. from the recreation department. Libby replied yes. Selectman Garland inquired as to what Libby is planning on doing with any money she makes from fund raisers, tournaments, etc. Libby stated that some of the money is ear marked for certain things and the rest she is looking forward towards banking for the future development of the recreation department. Libby also presented a purchase order for a camera and for a computer to the Selectmen. The Selectmen were ok with these purchases. Libby also left proposals on a Bartlett Recreation storage shed and requested that the Selectmen review this proposal.

Jackson Selectman Gino Funicella, acting as a representative from the Town of Jackson for the Bartlett/Jackson Transfer Station, met to discuss the following:

- Need for a full time employee for the transfer station as one attendant is leaving and the others are walking wounded and we need someone that is physically able to do the work. Chairman Chandler inquired why we needed someone for a 35 hour week when the transfer station is only open for 30 hours. Selectman Funicella stated that they would

like to make a position out of this and include insurance. Chairman Chandler inquired if this was for family coverage. Selectman Funicella replied that it would be for whatever the situation is and they would like to put them on Bartlett's plan and Jackson would reimburse their portion. Selectman Funicella also stated that hopefully this person would be learning Jon Edgerly's job and he believes there is enough work there for 35 hours.

- Selectman Funicella informed the Selectmen that Jon Edgerly did measurements of the glass pile and he believes that they did get half of the glass pile done so Jackson is fine with releasing another \$3000.00 to the glass grinding company. Chairman Chandler reminded him that that is not all we owe and that we would have to talk about the rest of it.
- Selectman Funicella confirmed that Jackson also agrees to purchase two containers out of the transfer station account and the cost will be around \$3899.00 plus freight.
- Selectman Funicella would like the Selectmen to consider purchasing a baler for plastic and tin. The cost would be around \$20,000.00 with each town contributing \$10,000.00. Selectman Tanguay stated that he supports the idea but there is no master plan for direction and that they need a plan from an engineer as it makes no sense to install and then have to move it as it adds cost to it by having to pay for installing and uninstalling. Selectman Funicella replied that this could take 5-7 years to do and in the meantime we are not recycling plastic and tin.
- Chairman Chandler inquired if Jackson wanted to hold a joint meeting with Bartlett about the proposed increase in construction debris prices. Selectman Funicella stated that Jackson is fine with the new rates and isn't going to have a hearing. Chairman Chandler stated that Bartlett is planning on having a public hearing first.
- Selectman Funicella has some concerns about the lack of responses from the Bartlett Jackson Ambulance department. It was agreed that both towns should have a meeting and discuss this problem with the directors, Sue Gaudette and Rick Murnik. A meeting will be set up.
- Selectman Funicella also discussed the potential of using some of the land at the transfer station for a town garage for Jackson. Engineer Burr Philips stated that from work he has been doing that it appears

that some of the land may be in Jackson. Chairman Chandler doesn’t think so. Selectman Funicella stated that he has never seen a deed for the property, but would like to know how the Board feels about the garage, as if the garage and salt shed were there there would be an extra bucket loader/ grader/ trucks available for the transfer station to use. Selectman Funicella inquired if Bartlett would entertain leasing the land to Jackson. Chairman Chandler replied that he didn’t know. Selectman Garland stated that if this is going to be a joint venture he would need further details such as the size of the buildings they would need. Selectman Funicella inquired as to what approach the Bartlett Selectmen would suggest. Chairman Chandler feels this would need to be presented at the town meeting. Selectman Funicella asked if the Selectmen would be in favor of this. Selectman Tanguay stated that it would depend on the proposal. Selectman Garland replied that the town as a whole may depend on what deal is financially beneficial but he also isn’t sure as they would have to incorporate this into the expansion of the transfer station. Selectman Garland asked what the concerns were about the present highway garage being in the center of town. Selectman Funicella replied that it is polluting the Wildcat River now. Selectman Garland inquired if it would be a pollution problem in Bartlett. Engineer Burr Phillips stated that they were planning on having the salt in a covered area and would mix it in the building. Selectman Garland suggested that they find out the ownership of the property first.

Engineer Burr Phillips and property owners, George Sanborn, Robert Sanborn met with the Selectmen about the issues such as the retaining wall, side slopes on all roads and no cul de sac at end of the road in the (1RT16A-218-MAS) Beechwood’s development. G.Sanborn stated that the right of way standards that are on the plans are per the lawyer that states that this will not be a town road. Selectman Garland stated that this doesn’t alleviate meeting the town road specs. G. Sanborn stated that after the planning board meeting that plans were looked at, they obtained their wetlands crossing permits and the density issue came up so they moved on to the hammerhead and to get around the curve radius they made an intersection. Selectman Tanguay stated that the radius had to change the intersection. Chairman Chandler stated that the meets for the intersection would have to change and they didn’t get any waivers for

this. G. Sanborn replied that there was no formal waiver request. Chairman Chandler suggested that they see what the situation is on the cul de sac and the slope issues. G. Sanborn stated that they will meet this by changing the downhill side and spreading the houses out. They will send plans to the planning board and the Selectmen and the Selectmen are holding the PTO over their heads. Engineer Phillips looked at plans that the Sanborn's had and stated that the plans he has doesn't look like these. Chairman Chandler inquired if they meet our town road specs. Engineer Phillips replied that they don't meet the road standards as they don't have the width outside of the road. G. Sanborn stated that the full size plan shows that all lots meet the slope standards. Engineer Phillips stated that 20' 2 foot shoulders would meet the road standards. Selectman Tanguay inquired if the road was built. G. Sanborn replied yes, and they fill around the homes. Engineer Phillips inquired about how they were going to address the retainer wall issue. R. Sanborn inquired if this was done could they move forward. Chairman Chandler stated that they need to resolve the slope requirement in the area of the retainer wall and he suggested that Engineer Phillips draft a letter as to what needs to be done. G. Sanborn replied that they will look to see if they will want to do this or request a waiver. Chairman Chandler reminded them the State of NH also has some issues with their septic designs. Lynn Jones, AA, mentioned to them that they have to show the design for unit 21. Chairman Chandler also reminded them that they need to do part one and two. Selectman Tanguay inquired if Highwood Drive in Phase 2 has been built and inspected. R. Sanborn replied yes and that he has gotten letters from the road agent, Travis Chick. Selectman Garland reminded them that Chick only looks at the quality of the materials not the design of the road. G. Sanborn replied that they want to build to design as approved. Selectman Garland stated that it is very confusing and that their engineers did a poor job giving information/plans to Engineer Phillips. They promised one thing and got another. Selectman Garland stated that they need a complete set of plans. Chairman Chandler inquired where we get a set of road plans that meet our specs. R. Sanborn stated that they are not seeking to change the road; they want to mandate to build to each house and fill in as built. Selectman Tanguay remarked that someone could live there for three years before the road meets the standards if they did it that way. Engineer Phillips stated that it is not traditional to start the plans and add to them as they meet the standards lot by lot. Selectman Garland

mentioned that the town could request a bond until the road is finished as there are no guarantees when the last house will be built or that the road would be built to specs. Chairman Chandler stated that we need a set of plans that meets all road specs and to how the road is built and when done. G. Sanborn inquired if Ammonoosuc Survey could do this. Selectman Garland stated we need plans to reflect what is actually there. G. Sanborn inquired if they wanted a full size plan. Chairman Chandler suggested that they wait to hear from us as Engineer Phillips needs to look things over. Engineer Phillips mentioned that it is an unusual process and they could request a plan with as built. Chairman Chandler reminded them that plans have not been approved by the Selectmen or the planning board. R. Sanborn stated that when they gave up the extension of the road they gave up five lots. Selectman Tanguay replied that the lots given up were for a density issue not road issue. Selectman Garland stated that the plans were never redone after the houses were taken out. It was agreed that they would get all information to Engineer Phillips and after he has reviewed them he would send them a certified letter of what needs to be done.

Leslie Mallett, Town Clerk/Tax Collector, put in a budget request for a new okidata printer to do her tax bills on and a flat screen monitor. Mallett also would like to receive one salary check each week instead of one check for salary and one for fees. She would like the fees to be included in her salary. Mallett also requested that she would like to get a deputy to work an average of 12 hours a week; eight of those hours would be to keep the office open on Thursday and to cover her when she goes on vacation. Mallett mentioned that it would be good to have a back up person that could fill her position if need be. The Selectmen will discuss this further.

The Selectmen will meet with the Town's attorney on January 28, 2008 at 09:00 AM to go over legal issues.

The Selectmen reviewed correspondence, building permits and signed letters and checks prior to and throughout the meeting.

Meeting adjourned 12:30 PM.

Respectfully submitted,
Brenda Medeiros, Sec.