

TOWN OF BENNINGTON

BOARD OF SELECTMEN

Minutes of the Meeting – October 14, 2009

Selectmen Joseph Cuddemi and Philip Germain were present as well as Administrator Denise French. The meeting was called to order at 6:32 p.m.

Chester Heinzman inquired of the Selectmen why his daughter was denied Town Clerk services during Town Clerk office hours. Later in the meeting Chairman Germain spoke with Town Clerk Debra Belcher and learned of some confusion related to documenting residency.

Water/Sewer Commissioners Glenn Wilson, Salvatore Landi and John Spanos met with the Selectmen by invitation to discuss the following:

- Elimination of Donald Cashion's quarterly sewer abatement which reflects metered water not processed by the sewer system. The Commissioners reported they will be working with Monadnock Paper Mills for the required meter calibration. The Selectmen made it clear that all billings must be treated equally and therefore requested the Commissioners to report their findings to the Board.
- For the future, the Selectmen suggested the Commissioners consider incorporating the concept of requiring a performance bond for any private vendor working in proximity to the Town's underground utilities. The Board also encouraged the creation of Water/Sewer Dig Guidelines.
- Weather permitting; hydrants will be flushed October 24th, with a rain date of October 25th.
- The Road Agent was authorized to make paving arrangements for the Main Street utility dig.

Road Agent Gary Russell met with the Selectmen to discuss the following matters:

- He will research acquisition of a locker for storing hazardous materials.
- Accumulated tires at the Transfer Station were removed last week.
- Winter preparations are underway; road salt has been delivered.
- \$50 payment received from S.R. Jones Excavation, LLC reflects 1.5 hours overtime for an employee to remove spilled clay from the roadway.
- A RFP for Snow Removal and Winter Sidewalk Maintenance will include a stipulation of mandatory pre-bid site visit.
- A Snow Removal Policy is being developed.
- Communications with DES are ongoing in an effort to provide additional information for the Standard Dredge and Fill application, file #2008-01020.

The Selectmen again reviewed the Town's policy for taking off earned vacation time. It was agreed that employees will have a twelve-month period to take earned vacation time versus the prior decision that all vacation time was to be used prior to the calendar year's end.

Barry White met with the Selectmen to provide information gleaned from his research of other municipalities that have combined emergency services. Mr. White delivered to the Selectmen a

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Consolidation Outline, October 14, 2009, a Draft Public Hearing Agenda and a report entitled *Fire Department Consolidation, A View From Those Effected*, by Jason D. Ling, Battalion Chief, Van Buren Twp. FD. He asked the Board to read the report prior to his next visit in a few weeks when he provides timeline/goals from his meetings with existing merged emergency service Departments.

In other matters the Selectmen discussed the following:

- Tabled the October 7th Selectmen meeting Minutes until the full Board is present.
- Reviewed and approved two Accounts Payable Registers and two Payroll Registers for October 14, 2009.
- Received a report from Stantec Consulting Services that a berm at the Tri-Town Landfill and Gravel Pit was significantly compromised but, based on a telephone conversation with DES, it is likely that the berm does not need to be fully restored, nor would there be any further permitting required as long as certain conditions are met. The Administrator will inquire how much it will cost for Stantec to prepare and submit the package of information to DES to close out the issue.
- Received the Property Safety Survey Recommendations from LGC as a result of their Risk Management Representative conducting a facilities review of Town-owned buildings with the Joint Loss Management Committee (JLMC). The Administrator will forward the report to Steve Campbell, Chair of the JLMC for review by the Committee and development of a plan of action to address the identified concerns.
- The Board confirmed their intent to tour the community October 17th with an eye towards compliance with the junk yard statutes.
- Heard a report that the Selectmen will have the preliminary revaluation assessment values in hand at their October 28th meeting.
- Tentatively scheduled November 10th as the date to plant a Liberty Elm at the VFW in honor of all Veterans.
- Instructed the Administrator to schedule mandatory discrimination/harassment training for all Town employees.
- Agreed that the Solid Waste Committee should prepare a cost analysis for container leases and the cost of removing household waste and recycling to compare to an estimated cost for a two-container system being proposed for Single-Stream Recycling.
- Agreed to a five-year renewal of the Comcast Cable Television Franchise Agreement.
- Tabled review of the Rymes Propane Facility for lack of time.
- Heard a report that the VFW membership was unhappy to find bags of clothing stuffed near the furnace and within the proximity of their designated storage space. The matter is being addressed with the Recreation Committee.
- The Selectmen requested information for consideration in reviewing 2010 employee wages.
- Reviewed September and Third-Quarter Police Statistics, as well as Chief Campbell's report of attending the IACP Conference in Colorado.
- Approved payment of \$11,489.20 representing Bennington's 10% of the shared cost for Phase I repair of the bridge over the Contoocook River at the intersection of North Bennington Road and Bible Hill Road.
- Reviewed and approved an Employee Time-off Request Form and a Notice of Intent to Cut Wood for M1/L13.

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With regard to the TE Project the following matters were discussed:

- Received an Estimate from Van Dyke Construction for the replacement of entry stairs at Town Hall. The Administrator will inquire what the cost would be to include installation of granite edging along the front of the building on each side of the stairs, as well as the cost to install railings on each side of the stairs.
- Approved Saturday work for the installation of curbing.
- Voted not to eliminate the designated raised islands in the vicinity of the Bennington Garage.
- Reviewed and approved the revised map which shows the placement of trees.
- Reviewed the October 7, 2009 Construction Meeting Minutes.
- Received Change Order #2 approved by NHDOT for the addition of a catch basin and the relocation of another catch basin.
- Reviewed a DRAFT letter from NHDOT regarding an “Estimate Error” and another DRAFT letter regarding the “Revised Bid Approval”. The Administrator is working with NHDOT to resolve these issues before the matters are finalized at the State level.

The meeting adjourned at 10:30 p.m.

Respectfully submitted by:

Denise French
Town Administrator