



**Selectmen's Meeting
Tuesday, January 7, 2020
5:00 pm**

• **Call to Order**

Gil called meeting to order at 5:00pm.

• **In Attendance**

Board: Scott Rice, Gil Rand, Charyl Reardon

Staff: Judy Welch, Kevin Millar, Ryan Oleson

Public: Larry Berg, Mike Claflin, Jerry Miserandino, Michael Donahue, John MacKay, Bill Waterhouse, Kelly Trinkle, Elizabeth Lane, Jared Henningsen, Steve Welch, Rex Caulder

• **Approve & Sign Minutes/December 10, 2019**

A motion was made and seconded to approve the minutes from the December 10, 2019 Selectmen's Meeting.

Move: Charyl Reardon Second: R. Gil Rand Status: Passed Unanimously

• **Approve & Sign Minutes/December 12, 2019**

A motion was made and seconded to approve the minutes from the December 12, 2019 Selectmen's Meeting.

Move: Charyl Reardon Second: R. Gil Rand Status: Passed Unanimously

• **Larry Berg/Stuart Anderson/AHead Project**

• **Follow-up/Conceptual Plans**

Larry Berg and Mike Claflin were in attendance to follow up on plans that they had left back in November for public review. They questioned whether the Board had any input or if they had received any input from the community.

Gil stated that the plans have been up, people have reviewed them, and no input has been received.

Mike offered to host a public forum for the community to attend. Mike would like to try and gain input from the community about the design of the buildings, the kinds of needs in the community, get ideas from local citizens, and address their areas of concern. Mike stated that the AHead architects like to have community involvement in planning the developments, are always open to suggestions, and modifying the plans. Mike questioned if the Select Board had any other ideas to try and incorporate the community in the process.

Gil suggested displaying the plans on Town Meeting Day and having Larry and Mike present throughout the day to answer questions.

Gil made an exception to allow public participation pertaining to the AHead Project.

Bill Waterhouse offered notes that he made after reviewing plans. He offered concerns about the site, safety, and low and affordable housing. Bill's notes touched on restrictions that had been removed, the amount of water that will come downstream from the Ice Castles, wetlands, mitigations, and safe passage.

Jerry Miserandino questioned if there had been any environmental impact studies done for the Ice Castles and the downhill properties.

Kelly Trinkle pointed out the flooding she had in the spring of April 2019 and questioned mitigation.

Rex questioned if they had thought about phasing out the infrastructure so the Town wouldn't have to absorb all 64 units at once. Rex also questioned whether they had looked into widening the road and the cul-de-sac.

Mike Claflin thanked everyone for their input. Mike confirmed that safety is very important to them. He pointed out that he cannot speak to anything that has to do with the Ice Castles. He said typically a project like this is submitted as a whole but completed in phases. He explained that these are preliminary plans and that the engineers and architects haven't gotten to the road or cul-de-sac yet. He said that they have hired a soil scientist and noted that all the questions and concerns addressing wetlands, mitigation, and impact studies are regulated by the State NHDES will require answers to all these questions when they start to apply for permits.

- **John MacKay/Fire Hydrants**

John MacKay expressed his concerns pertaining to Town fire hydrants. The Board thanked John for bringing his concerns to the Board. John's concerns were taken under advisement. No action taken.

- **Email/Steve LaFrance/Horizons Engineering/Paradise Road**

- **Review/Application & Certificate for Payment**

- **Sign/Certificate of Substantial Completion**

The Board reviewed the Contractor's Application and Certificate for Payment Requisition #1 for the Paradise Road Water Main Project, prepared by Steve LaFrance, Horizons Engineering Inc. A 2% retainage is being withheld pending final completion. Remaining work includes removal of the chlorination tap, pavement patch, touch up loam and seed in the spring if needed, and provide record drawings with ties to the main, fittings, valves, and curb. A motion was made and seconded to sign the Certificate of Substantial Completion and to release payment to Caulder Construction in the amount of \$44,284.70.

Move: Scott Rice Second: Charyl Reardon Status: Passed Unanimously

- **Letter/Mitchell Municipal Group P.A.**

The Board received a letter from Mitchell Municipal Group informing them that Steven Whitley would be leaving their firm to work at Drummond Woodsum. Mitchell Municipal Group questioned whether the Board would like to continue representation with Mitchell Municipal Group or transfer the Town files to Drummond Woodsum. A motion was made and seconded to continue representation with Mitchell Municipal Group.

Move: Scott Rice Second: Charyl Reardon Status: Passed Unanimously

- **Review & Approve Job Description Transfer Station Manager Job**

A motion was made and seconded to table discussion pertaining to the job description for Transfer Station Manager.

Move: Charyl Reardon Second: Scott Rice Status: Passed Unanimously

- **Review & Approve Lincoln-Woodstock Cooperative Waste Disposal Agreement**

A motion was made and seconded to table discussion pertaining to the Lincoln-Woodstock Cooperative Waste Disposal Agreement.

Move: Scott Rice Second: Charyl Reardon Status: Passed Unanimously

- **Department Liaisons/Community Selectmen Assignments**

Gil announced the following liaison/committee assignments:

Scott: Water, Sewer, Solid Waste, and Planning Board

Gil: Highway, Fire, and Police

Charyl: Office, Welfare, Budget, Community Center, and Recreation

- **Joint Budgets**

The Board received copies of the Joint Budgets.

- **Scott Rice/Town Office Building Weatherization Estimate**

A motion was made and seconded to accept the estimate provided by Newell & Crathern for weatherization of the Town Office Building and to increase the appropriation to the Town Building Capital Reserve for this added expense an additional \$10,000.

Move: Scott Rice Second: Charyl Reardon Status: Passed Unanimously

- **Scott/Adopted Revised Personnel Policy**

A motion was made and seconded to accept the revised Personnel Policy as presented.

Move: Scott Rice Second: Charyl Reardon Status: Passed Unanimously

- **Approve/Check Request/Woodstock Firefighter Fund**

- **Woodstock Inn/Fire Department Holiday Party/\$762.00**

A motion was made and seconded to approve the check request for \$762.00 payable to Woodstock Inn, for the Fire Department Holiday Party. This money is to be withdrawn from the Woodstock Firefighter Capital Reserve Fund.

Move: Charyl Reardon Second: R. Gil Rand Status: Passed Unanimously

- **Accept Donation/Woodstock Firefighter Fund**

- **Woodstock Inn/T-Shirt Sales/\$640.00**

A motion was made and seconded to accept the gift totaling \$640.00 from the Woodstock Inn for Woodstock Fire Department T-Shirt sales and requested that the Trustees of Trust Funds deposit it into the Woodstock Firefighter Fund.

Move: Charyl Reardon Second: R. Gil Rand Status: Passed Unanimously

- **Wreath Fundraiser/\$285.00**

A motion was made and seconded to accept the gift totaling \$285.00 from Woodstock Fire Department Wreath Fundraiser and requested that the Trustees of Trust Funds deposit it into the Woodstock Firefighter Fund.

Move: Scott Rice Second: Charyl Reardon Status: Passed Unanimously

- **Twin State/Calendar Raffle/\$20.00**

A motion was made and seconded to accept the gift totaling \$20.00 from Twin State's Calendar Raffle and requested that the Trustees of Trust Funds deposit it into the Woodstock Firefighter Fund.

Move: Scott Rice Second: Charyl Reardon Status: Passed Unanimously

- **Approve Cascade Park Applications**

- **Hargreaves & Apgar/August 8, 2020**

A motion was made and seconded to approve the Park Usage Application. Scott abstained.

Move: Charyl Reardon Second: R. Gil Rand Status: Passed Unanimously

- **Samantha Lamonica/October 10, 2020**

A motion was made and seconded to approve the Park Usage Application. Scott abstained.

Move: Charyl Reardon Second: R. Gil Rand Status: Passed Unanimously

- **Approve Staple Rock Park Application**

- **Valerie Fricia/September 25, 2020**

A motion was made and seconded to approve the Park Usage Application.

Move: Charyl Reardon Second: Scott Rice Status: Passed Unanimously

- **New Business**

- **AECOM/NH DOT Bridge Stabilization Project**

The Board reviewed a letter from AECOM, working on behalf of NHDOT, pertaining to scour repairs to the bridge that carries Route NH 175 over the Pemigewasset River.

- **FYI/Select Board Meeting Schedule**

The Board reviewed the new Selectmen's Meeting Schedule through March 10th.

- **Old Business**

- **Pemigewasset Sewer Line Rehabilitation Project**

The bids for the Pemigewasset Sewer Line Rehabilitation Project were opened this afternoon by the engineer. Once the engineer has reviewed the bids to make sure they meet all the requirements he will notify the Board and the bid will be awarded at a public meeting.

- **Update/Activity Regarding Cell Tower/Harley Mountain Road**

The Board reviewed an email from the Planning Board that provided an update on the construction activity for the cell tower that is to be located at 33 Harley Mountain Road.

- **Public Participation**

Mike Donahue asked about the fire hydrants and if the Board planned to have any workshops to discuss the water department and the matters of interest he has brought to them.

Scott informed Mike that the Board has been studying the water department to determine what is in the best interest of the Town.

Mike Donahue questioned if there was a new job position being created for the Lincoln-Woodstock Transfer Station.

Scott explained that they are working on a job description for the Supervisor/Manager position.

Mike Donahue asked the Board if they had considered purchasing a utility tractor that could be used on the sidewalks and cemetery in place of a lawn mower.

Gil thanked Mike for his input. Gil will look into what's available and meet with Mike Welch.

• **Adjournment**

A motion was made and seconded to adjourn at 6:01pm.

Move: Scott Rice Second: Charyl Reardon Status: Passed Unanimously

January 21, 2020

T. B. Rand
Charyl Reardon
Scott Rice