

Town of Bartlett Office of Selectmen

Meeting Minutes: July 20, 2015

Attendance: David Patch, Jonathan Hebert

Absent: Chairman Gene Chandler (absent at last minute due to illness)

Reporters: None

Meeting opened at 03:30 PM.

Town Clerk Cheryl Nealley met with the Selectmen. She has not had much success in finding someone to be able to cover the office the week of August 10th when she will be attending her certification class. She presented to the Selectmen three options: 1.) Close the office for the week. 2.) Have people go to Conway and Conway will send us the town portion that they collect for Bartlett. They would only be able to do renewals and no new vehicle registrations. 3.) Ask the police department secretary to cover for just that week and shorten the hours to just Monday, Wednesday & Friday and she would be back to work on Saturday. She would prefer to do option #3. Selectman Patch stated that option 3 was fine with him. Selectman Hebert also agreed that was fine. Nealley will proceed with option #3.

Police Chief Janet Champlin stopped in to the meeting with the following updates for the Selectmen.

- 1.) She would like to have an e-mail set up for Officer Chapman. Selectman Hebert informed her that Lynn Jones, AA, could do that for her.
- 2.) Officer Chapman is doing well and will be on the schedule starting Friday.
- 3.) The oral boards for the full time officer position will be held on Wednesday. She has Lt. Santuccio from the Sheriffs Department and Lt. Mattei from Conway Police Department that will be assisting with the interviews.
- 4.) A deer was struck by Milford Floor Covering and Officer Sheehy had to put the deer down.
- 5.) Selectman Hebert commented that he noticed that Chief Deputy Young from the Sheriffs Department was on patrol for Bartlett this weekend. Champlin stated that at the present time she is still having issues getting coverage for Saturday's but that should be changing soon. Selectman Hebert commented there is no reason for an Officer to be on call-out now is there. Champlin replied no and that the Sheriffs Department is assisting the State Police with additional coverage this month. Selectman Patch stated then there is no reason for an Officer to take a cruiser home now, right. Champlin replied no unless there are special circumstances like they are taking it to be serviced the next day after their night shift.
- 6.) Champlin also mentioned that the Sheriff's Department is trying to form a local Drug Task Force and she would be interested in participating.

Bert Weiss of ClaimLinx Insurance brought in a brochure for the Selectmen to review. Weiss stated that he could save the town 20-60% by changing to their insurance. The town of New Durham has recently signed up and should be saving 40% and their insurance should be improved. Weiss explained that ClaimLinx specializes in consulting and benefit administration of self-funded Medical Expense Reimbursement Plans (MERP). They can assist with the designing of the benefit plan, processing claims, educating members and paying providers. They will write what you want and they add Aflac insurance into the mix. They can put together a package with a proposal once they have the types of plans each person needs along with their ages. They work on an administrator deductible. For example if you had a \$2000.00 deductible and had a procedure done that cost \$3000.00 they would bill the town

for \$1000.00 and you only pay when you use the benefit unlike what we have now that we pay a monthly premium whether the insurance is used or not. Each employee has two insurance cards instead of one and there is no restrictions on the start date as to when you can join. It does take 30 days to set everything up. Selectman Hebert inquired as to how many municipalities belong to ClaimLinx. Weiss didn't know except for New Durham. Weiss mentioned that Tin Mountain Conservation has them and have had a few problems but the company is good at working with you to solve any problem you may have. Selectman Hebert inquired as to where the company is out of. Weiss replied, Cincinnati, Ohio. Selectman Hebert inquired as to how long Weiss has worked for the company. Weiss replied one year as he was an Aflac person before that. He would like to improve benefits and at the same time save money. He did present this insurance plan to the Town of Conway but when they found out that they may have to write more checks per month they weren't interested in it. Weiss also explained that they charge 20% of what they save you and they would need to hold a meeting with the Selectman and the tax attorney. Selectman Hebert stated that anytime we can do something to save money and that won't hurt the employees we are interested; however, he needs to know more about the company. Selectman Hebert would like to see more in writing than just that brochure. He would like to see a proposal as well as be educated on who you are as he would hope that they have something better than the brochure. Weiss will speak to Tom Quigley, National Business Consultant and let him know of the concerns. Weiss also mentioned that they do have a web site that can be checked out and he would need a census (without names) of the town employees.

George Weigold stopped in to inquire about setbacks for a residential property in a commercial zone. Lynn Jones, AA, explained that if you choose to use the residential setbacks that it always has to stay residential. Lynn Jones, AA, inquired if there was a building on the lot now. Weigold replied, yes. Lynn Jones, AA, commented that we need a letter given more specific information before specific answers to the questions could be given.

Andy Chalmers of Chalmers Building Services met with the Selectmen in reference to the DuVarney (6 SACOR-37-HR1, 106 Highland Road) building permit application submission. He is aware that he still needs his client to sign the building permit. Chalmers stated that he has checked with the Department of Environmental Services as they are not handling the paper septic plans as fast as they do the electronic ones but he did find out that they have been assigned a state approval number. Lynn Jones, AA, explained that we still do the paper plans as we have to sign off on the test pit

information. Chalmers went over a map and explained to the Selectmen where the house is to be located on the plan with the setbacks. He has stated that the house is below

780' so the ridgeline of 800' does not apply. Chalmers also showed the Selectmen pictures of the lot and stated that this is a fairly steep site. Chalmers mentioned that the steep slope issues had been created by the developer of the land; it appears that he was allowed to create steep cuts and fills through the existing sloped topography. The DuVarney construction mitigates the issues created during the previous work. They have bermed the existing private driveway and constructed two stone reinforced retainages to reduce the migration of water and solids down the slopes. They have also covered in with wood chips the slopes around the septic system to eliminate runoff issues. The top of the septic will be grassed. The area below and abutting the garage will have an engineered retaining wall to retain the slope and continue to allow access around the structure. The Selectmen were satisfied that they had met the necessary requirements. Chalmers will have the owners sign the application and bring it and the required checks in tomorrow. Chalmers also mentioned that he hasn't seen the road agent up there yet to look at the turn around as he had requested.

Lynn Jones, AA, mentioned that the highway department has been working on Goodrich Falls Road and had to get that completed as soon as possible so that they could open the road back up. The Selectmen will remind the road agent that he needs to take a look at this turn around.

Sheila Duane, Project Manager and Joe Berry, President of Tarberry Co., met with the Selectmen in reference to the building permit application they had submitted to extend the roof on the Glen Warehouse building (2RT302-147-R00). Berry explained that back in 1978 when it was the old tennis court building they discovered that the snow comes off the roof and lands too close to the building. They would like to extend the roof by about 5' but it creates a problem with the setbacks along the town road (Allen Road). Lynn Jones, AA, commented that part of the problem is that the building is not parallel to the road. Selectman Hebert stated that they need to be 60' from the center line of the road. Berry commented that he doesn't believe that back in the mid 80's when the zoning ordinance was written that the intent of the ordinance was that you can't extend your roof. He believes that it was that you couldn't come closer with the building. It is just a roof he wants, not a building. Lynn Jones, AA, stated that you can't make it more nonconforming and the ordinance states that you have to measure from the most protruding portion of the building. If the building was parallel to the road it probably wouldn't be as much of a problem, but you can't make it worse than it already is. Berry commented that each town has a Zoning Board of Adjustment. Selectman Patch stated that is the way that you should go. Berry asked the Selectmen to support him with the ZBA. Selectman Patch commented that it is pretty black and white and the Selectmen's hands are tied. Berry requested the denial from the Selectmen so that he can take this to the ZBA. Berry also requested that the Selectmen accept the ZBA decision and not do an appeal. Jones stated that they can't do that. Berry asked Jones to not comment and asked the Selectmen to comment. Selectmen Hebert stated that we have less than a full board today and we will have to hear what the ZBA board says. Selectman Patch stated that we can't comment until we see what they do. Berry asked when the denial letter would be sent to him. Lynn Jones, AA, stated that it would be written up and ready for the Selectmen to sign next Monday.

Recreation Director, Annette Libby had sent an e-mail to the Selectmen concerning the July 4th parade in 2016. July 4th, 2016 is on a Sunday and due to Church she would like to hold the festivities on Saturday, July 3rd. She would like to book Mo the Clown and she needs to book this type of entertainment very early. The Selectmen placed a call to Chairman Chandler (who was out due to illness) and discussed this with him. It was agreed by all Selectmen that it was ok to hold the festivities on the 3rd.

The Selectmen signed checks, reviewed correspondence, and building permits throughout the meeting. There being no further business the meeting was adjourned at 05:20 PM.

Respectfully submitted,

Brenda Medeiros, Sec.