

**FINAL**



**WEARE BOARD OF SELECTMEN  
MEETING MINUTES  
September 18, 2006**

**PRESENT:** HELEEN KURK, VICE CHAIRMAN; DONNA M. OSBORNE, SELECTMAN; JOSEPH M. FIALA, SELECTMAN; TOM CLOW, SELECTMAN

**TOWN ADMINISTRATOR:** Fred Ventresco

**RECORDING SECRETARY:** Cherry Palmisano

**GUESTS:** David Lansford, Matt Casey, Richard Butt, Frank Campana, Naomi Bolton, Tammie Nelson, Michelle Iosua, Kim Blouin, Ben Nichols, David Bradley, Jeremy Bolton, Stefan Oesterreich, Chris Procum, William Blouin, Nick LaVallee, Karen LaVallee, Scott Procum, Shawn Oesterreich, Mark Lavalliere, Robert Blouin, Jim Blouin, Tom Reynolds, Paula Clemente, Judy Rogers, Loren Martin, Jon Duhamel

**5:05 p.m. Vice Chairman Kurk called the meeting to order.**

**1. CORRESPONDENCE**

Chief Begin recommends Trick or Treating take place on Halloween night Tuesday, October 31, 2006 from 5:30-8:00 p.m.

**Selectman Fiala moved, Selectman Clow seconded to hold Trick or Treating on Tuesday, October 31, 2006 from 5:30-8:00 p.m. Passed 4-0-0.**

The Board discussed Mr. Paul King, Emergency Management Director, requesting funds for the Emergency Preparedness Evening at the Town Hall on September 27, 2006. Mr. King would like to take \$1,000 from the seminar/meeting line and put \$500 into the Emergency Management miscellaneous line so he can purchase home safety items; this is a form of a workshop. Mr. King would also like to take \$1,500 under his \$3,000 salary line to compensate him for his hours up to date. Selectman Clow asked how the compensation worked. Vice Chairman Kurk said it is his salary and last year he did not take any salary. The Board supports Mr. King's requests.

**2. ADMINISTRATIVE REPORT**

Mr. Fred Ventresco discussed the formation of a permanent Building Committee, as discussed by the Board at a previous meeting. He contacted the Local Government Center, they asked him the purpose of this committee, and he told them the committee would provide long range plans for the use of town facilities. The Local Government Center said the CIP Subcommittee should actually be the Committee to establish this Committee. Vice Chairman Kurk said the CIP Subcommittee is a subcommittee of the Planning Board. Mr. Ventresco spoke with Mr. George Malette who agrees but also said it will be a short term committee.

Vice Chairman Kurk asked Mr. Richard Butt if he remembers how the Building and Maintenance Committee was formed. He said it was never officially formed and was just made up of Department Heads. Mr. Butt suggests creating a position for building and grounds under Mr. Carl Knapp. Mr. Butt said no one seems to take ownership of the overseeing of the buildings.

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Selectman Clow said maintenance is something that should be taken care of when needed the Town needs an evaluation for long terms needs for the Town Office Building. Selectman Clow feels the committee should look into the needs of the Town for the next 10 years and the future of the needs of the building in a whole not just windows and doors. Vice Chairman Kurk said she feels this committee needs to go beyond this building and oversee all town buildings. She feels it would be wiser to lay out a committee from the BOS. Selectman Fiala feels the committee was supposed to be specifically for long term and the whole scope of the buildings and feels they are just discussing maintenance items but should be discussing capital items and long term ranges. Mr. Ventresco will contact Local Government Center again to clarify. Vice Chairman Kurk really feels the committee should be established through the Selectmen.

Vice Chairman Kurk would like Mr. Ventresco to contact the individuals involved in the Building and Maintenance Plan to establish long term goals and ask them formally to serve on the committee and putting out the word if there is someone else that might be interested in serving. Vice Chairman Kurk would like this off the ground as soon as possible because the CIP Subcommittee will be putting things together soon and they don't want to miss getting anything into the plan.

Selectman Clow would like to know who will be responsible for determining the maintenance needs of the buildings and who will be in charge. Mr. Ventresco said Mr. Wright would like to discuss this with the Selectmen because on part time hours he does not have enough time to perform maintenance and develop a plan.

**3. AVITAR TURNING ALL ASSESSING FIGURES OVER TO THE TOWN** – Ms. Loren Martin from Avitar gave the Selectmen the data needed to go on with MS1 as part of setting the tax rate. Ms. Martin also gave the Selectmen the database, complete with all the new assessed values, on CD and said Ms. Tina Pelletier will need to put this into the server. The information will be put on the Assessing server with a direct link to the Tax Assessor. Ms. Martin informed the Board that 7.5 % of the taxpayers came in for informal hearings the first week of August and she feels the process went very well. Vice Chairman Kurk said there are still some people who would like to meet with the Assessors. Ms. Martin said the next step for the taxpayers would be the abatement process and they would need to contact Judy Rogers. Taxpayers can also stop by the Assessing department to review their tax cards. Ms. Martin has a full binder of information explaining everything Avitar performed for the Town of Weare. This binder breaks down all abbreviations in the book, and will be in the Assessing Office for taxpayers to review, it is a wealth of information that helps people understand how the evaluations were calculated and is very user friendly. Selectman Osborne asked how the new school will affect the tax rate. Ms. Martin said if your assessment doubled it does not mean your taxes will double.

Selectman Clow said people looked at the booklet and said it was not very informative for them because there were no addresses. Ms. Martin said the people who are looking in that book are looking for people they know that's why they left the website open to the public for a while. Selectman Clow asked why it isn't kept on the website. Ms. Martin said that was a service they offered the town at no charge. There will be a user fee for the town to keep this available all the time. Ms. Martin said this was a decision of the Board, but she would be willing to revisit the issue. Ms. Martin said they have 50 towns available on the website because it makes sense for towns with a lot of foot traffic in the Assessing Office. Selectman Clow asked about the market going flat. She said this assessment is based on April 1, 2006. A declining market is harder to evaluate because foreclosures that take place, and houses that don't sell. She said this summer it definitely has softened, but everyone is assessed accurately at the same rate across the board.

It was discussed abatements are formal but are done on a local level and they will revisit properties with abatements and determine new assessments. Ms. Martin said usually 5% of the total is used for the overlay but the Board should definitely prepare accordingly this year because it is a revaluation year and commented that a \$100,000 overlay would not be ridiculous. Vice Chairman Kurk said overlay was \$30,000 last year asked if it

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would make sense to look at past overlay amounts. Ms. Martin said that is difficult because of the reevaluation, land values were the biggest hits this year. They will inspect properties that were done before, and there could possibly be errors and corrections that need to be made.

Mr. Elwood Staccus feels it was a total waste of money to have Avitar produce the booklet without addresses in it and feels we should not have wasted the town's money. He felt the purpose of the book was to have people compare property values and the names should not matter it was the addresses that mattered. He said he wrote a newspaper article on this matter and has received 100s of calls from people that agreed with him. He feels the names should be left out and the location is what was important.

Mr. Butt asked as a rule of thumb if your property has more than doubled it does not necessarily mean that you will be paying more. Mr. Butt asked if the Board will be accepting abatements that would change the values of the properties and is wondering if there is a cut off date. Ms. Martin said the abatement process will take place after the tax bills go out. Selectman Clow asked if there is a deadline date by the State to complete all abatements. Ms. Martin said they have until March 1, 2007 to apply but if they paid their taxes they could be refunded. Ms. Martin said 346 properties owners came in already. Mr. Butt asked how many of those were Avitar errors. Mr. Butt asked when the contract with Avitar expires. Vice Chairman Kurk said through this process, December 1, 2006. Ms. Martin said under their contract they are obligated to handle all abatements and appeals even if they come January the town hires another Assessor. They will handle right through appeal process which should be September 1, 2007 if tax bills are out on time. Ms. Martin said the reevaluation is separate from the increase because of the school.

**4. DISCUSSION OF ASSESSMENT REVIEW PROCESS** – Ms. Paula Clemente of DRA Property Appraisal Division, gave a brief history of the 1997 Claremont decision for adequate education which initiated the state wide property tax. The Supreme Court decision said every town in the state will reassess all values every 5 years. Ms. Clemente gave a brief description of the Assessment Review Guidelines each town will need to conform to.

Ms. Clemente said the COD or bullseye is where the town's ratio fits and tells you how far away from your median ratio you are and the equity between properties (the assessed value and the selling value). COD measures equity within a town and these statistics all come from the sold properties.

Selectman Osborne told Ms. Clemente that mobile home owners feel they are assessed too high. Ms. Martin said there is a depreciation schedule for mobile homes just like traditional homes. Selectman Clow said the mobile homeowners pay rent on the land that their mobile home sits on and then are assessed including the land. Selectman Clow said the amenities are also reflected on the fee that the homeowner pays to have their home on that location so basically they are paying on it twice. Vice Chairman Kurk said once a mobile home reaches a certain age it cannot be sold to someone else. Ms. Clemente will look into the restrictions of the parks and the mobile homes.

Ms. Clemente said if your selling prices are high and your ratios are low then your assessment is off. Ms. Clemente said these statistics are based on data from November 1 to September 1. Every year the assessments are tested and compared to the sales.

Mr. Jon Nikias said you are taxing the property owner and then the mobile home owner is taxed again. Vice Chairman Kurk said if you take your house and move it to a variety of different locations would you be able to sell that home for the same amount of money no matter where it is located. Ms. Clemente said absolutely not because the environment helps determine the price.

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Selectman Clow is concerned with the potential add on of mobile homeowners value because they are all on fixed incomes. Ms. Martin said in looking at values the mobile homeowners are right in line with everyone else in town. They will look into the specifics on each mobile home park.

Vice Chairman Kurk asked if Ms. Clemente could help them locate other assessors if they so choose to. Vice Chairman Kurk said they could be possibly looking for a joint assessor. Ms. Clemente said the towns of New London, Newbury, and Sunapee have a joint assessor but these towns have Lake Sunapee which pulls them all together. Ms. Clemente said the town will need to research what town they get along well with to enter into a 3 year contract together. Ms. Clemente said this joint assessing is also done to help with legal assessing fees which Weare does not have a substantial amount of legal fees from Assessing. Ms. Clemente will send a list of approved Assessors to Mr. Ventresco.

**5. PARKS & RECREATION UPDATE ON BUDGET** – Mr. Tom Reynolds informed the Board there has been concerns with a trailer to be used as a concession stand at the football field at Bolton Field. Vice Chairman Kurk said it seems to her that the use of things at various fields is for PARC to determine and if a temporary building is to be placed at a certain location it should have come before the whole PARC Board for approval. Mr. Reynolds made the decision for PARC. Selectman Clow feels the emails received were overreacting and feels the trailer should not be a problem for the football season. Selectman Osborne said she does not see a problem, but make sure the liability is covered. Selectman Fiala feels it is unfortunate that the trailer was placed down at Bolton without full permission from the whole PARC Board and is concerned with liability issues through Primex. Vice Chairman Kurk feels a full Board needs to make the decisions and the full board's are responsible. Primex said there needs to be papers that show that the football field has coverage for the trailer. Mr. Reynolds said in the future should they go directly through Mr. Ventresco for questions with Primex. Primex said if you hire people to work the concession stand you will need to obtain worker's compensation. It was discussed it would be operated by volunteers. If there is propane tanks the fire department needs to know. If it needs to be removed a removal date needs to be set.

Mr. Reynolds said the PARC Commission does not meet again until next Tuesday. Mr. Reynolds is looking to the Selectmen for temporary approval. Vice Chairman Kurk said they have no control over the matter.

It was discussed at the last PARC they would look for the Selectmen's approval. Selectman Fiala said he has no problem with the trailer being there, not being used, until the next PARC meeting. Mr. Reynolds says there are future plans for a permanent concession stand.

Mr. Reynolds said the PARC budget is in danger of going over and has several expenses that have put them into this predicament. Mr. Reynolds said the wage line is \$3,500-\$4,000, over the cost of trash pick up and portable toilets went up. Mr. Reynolds said the irrigation control unit blew at Bolton Field and cost \$600 and the improvement to the well at Chase Park cost \$782.70 which PARC is requesting come out of the Chase Park CIP Fund for an improvement. Mr. Reynolds said having the \$782.70 come out of the Chase Park CIP will help with their budget and said in his opinion if they cannot get the money from the CIP then they would have to possibly remove portable toilets from Bolton Field. Vice Chairman Kurk said the trash removal line is budgeted at \$500,000. It was discussed trash is removed from Bolton Field, Chase Park, Gazebo (which was cancelled), Ineson and Purington. Currently there is 1 portable toilet at Purington, 1 at Ineson, 3 at Bolton Field, 1 at the football practice field, and there was 1 at Chase Park for 4 months this winter. The cost for the portable toilets is \$105.00 - \$109.00 each per month.

Selectman Fiala said the drastic cut at Chase Park is that they do not have the funds to have anyone monitor boat removals.

Vice Chairman Kurk said Mr. Reynolds is asking to expend \$782.70 from the Capital Reserve Fund. Selectman Kurk said their revenues were the highest ever; they estimated \$15,000 and are now \$5,000 or \$7,000 higher in

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revenue which goes into the General Fund. Selectman Clow is asking if they can use some of this revenue to offset their budget. Vice Chairman Kurk said no. Vice Chairman Kurk asked Mr. Reynolds why they didn't request this come from the Capital Reserve Fund before. Selectman Fiala said they did ask for this to come out of the Capital Reserve. If this money comes out of the Capital Reserve Fund instead of the budget PARC won't have to cut the portable toilet services or trash services. Selectman Fiala said at the time they had the discussion as to where the money would come from, they were not sure of the balance of the fund. Selectman Fiala would support the funds coming out of the CPF. It was discussed the closing of the parks for the season is all done by volunteers except for the irrigation system at Bolton Field which is done by professionals.

**Selectman Fiala moved, Selectman Osborne seconded to take \$782.70 from Chase Park Capital Reserve Fund for a new water system. Passed 4-0-0.**

Vice Chairman Kurk requested Mr. Reynolds inform Mr. Paul Morin on the expenditure from the Capital Reserve Fund.

Mr. Jim Sappier, President John Stark Generals Football, said they have their first game this Saturday and thanked Mr. Reynolds for allowing them to put the trailer at Bolton Field. Mr. Sapper is wondering where this leaves things and if they can use the camper Saturday and wants clarification. Vice Chairman Kurk said they are talking about the trailer and nothing else has changed and if Mr. Reynolds wants to call a special meeting, that's up to him as Chairman. Mr. Sappier says they keep trying to come up with ideas and keep getting stopped.

Mr. Sappier has a problem with the portable toilet being removed from the football practice field because they did not know the portable toilet was going to be removed. It was discussed that Mr. Reynolds did not know it was going to be removed today either, the discussion was it was to be removed at the end of the month. It was discussed if the football team has to practice down at Bolton Field it would interfere with the school's soccer teams. Mr. Sappier said they thought they had time to discuss how they could pay for it. Selectman Fiala said when this was discussed the portable toilet was to be removed at the end of the month. It was discussed 4 portable toilets at Bolton Field is really not adequate so to pull one out of that location would create a problem.

Mr. Gene Propper said they need to address how many portable toilets there should be at Bolton Field. Mr. Reynolds said legally they cannot hold a meeting now and said they can contact some PARC members and hold a special meeting.

Mr. Reynolds reminded the Board that PARC currently does not have a Director and they will be requesting to meet with the Board after budget season. At this time they are trying to go through the checklist to get ready for the winter season and are trying to get their checklists formally documented. Mr. Reynolds said they are still in the research phase for the Master Design of Bolton Field. Vice Chairman Kurk suggested the football league meet with PARC to inform them of their needs at Bolton Field. Mr. Reynolds said next year's budget will reflect increases especially in man-hours.

Selectman Clow said it was not right to surprise them in removing the portable toilet from the practice football field practice and he feels that PARC should continue paying for the service for the remainder of the year.

**6. EAST ROAD DISCUSSION** – Chief Begin informed the Board that the no parking ordinance on East Road is needed for safety. Without a town ordinance in affect the \$44.00 fine for parking in a no parking area would go directly to the State. What the parking ordinance does is allow the money to go to the Town instead of the State. Selectman Clow asked about the restrictions on East Road being different then what they discussed (because of the parking being to tight at the corner) and he feels it should not be permanently posted on the Library side until after the completion of the new school. Selectman Clow said there were cars parked on the gazebo corner during a recent function at the WMS which caused a hazard. Vice Chairman Kurk discussed

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emergency vehicles not being able to access through cars parked on both sides of East Road. Selectman Clow feels timing is the issue, because at this time during the construction parking is an issue. Vice Chairman Kurk said because of the construction the parking has become more of a hazard. Vice Chairman Kurk mentioned there is parking available at the Library and the Town Hall and Town Office. Selectman Clow said what bothered him was they decided one thing and then the signs were posted differently. Selectman Fiala concerned with having to hold another public hearing if they are changing the ordinance.

The Board discussed there was a public hearing held and they did make a motion to accept the no parking on East Road but never made a motion to make it an ordinance. Chief Begin would like all ordinances in one document.

### TOWN OF WEARE NO PARKING ORDINANCE

- A. There shall be no parking permitted:
1. Within an intersection or on any sidewalk in Weare;
  2. on any public way in Weare when it is practicable to stop or park such vehicle off the main-traveled part of said way, but in every event an unobstructed width of the way opposite a standing vehicle shall be left for the free passage of other vehicles and clear view of such stopped vehicles shall be available from a distance of two hundred (200) feet in each direction so as not to impede the normal flow of traffic or obstruct vision of vehicles exiting roadways, driveways and/or parking lots.
  3. pursuant to NH RSA 265:69 IIb, within fifteen (15) feet of a cistern, (hydrant).
  4. pursuant to NH RSA 265:69 IIc, within twenty (20) feet of a crosswalk at an intersection.
  5. pursuant to NH RSA 265:69 IIIb, at any place where official signs prohibit parking, example, in a posted fire lane.
  6. in any parking space posted pursuant to NH RSA 265:69 Ij, designated for a person with a walking disability.
  7. pursuant to NH RSA 265:69 Ii, at any place where official signs prohibit stopping.
  8. pursuant to NH RSA 265:71, all vehicles shall be stopped or parked parallel to the curb or edge of the roadway in the direction of authorized traffic movement with its right hand wheels within 12 inches of the right hand curb or edge of the roadway, except when otherwise provided by local ordinance.
  9. there shall be no parking permitted at the following locations:
    - a) East Road on the north side from the second entrance to Weare Middle School to Carding Mill Road intersection and on the north side from the first drive to Carding Mill Road
    - b) South Sugar Hill Road for a distance of 500' in either direction of the entrance to the Sugar Hill Speedway.
  10. From November 1 to April 1 of each year on any public highway between the hours of 11:00 pm and 7:00 am or at any other time in such a manner as to impede snow removal operations and/or winter maintenance.
    - a) Any vehicle parked in violation of this section may be towed under the authority of the Road Agent, Chief of Police or their agents, or by independent contractors engaged by the Road Agent or Chief of Police. Any vehicles so towed shall be stored and released to the owner only upon payment of the cost of towing and storage.

No signage shall be required to prohibit overnight winter parking or for snow emergencies.

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- B. All violations of such parking restrictions and charges shall be deemed the responsibility of the registered owner of the vehicle.
- C. Vehicle Exception
  - 1. The parking limitations set forth in the ordinance shall not apply to the following vehicles:
    - a) Emergency equipped vehicles as defined in NH RSA 259:28
    - b) Vehicles that are loading or unloading merchandise or passengers.
- D. Penalties
  - 1. Whoever violates any provision of the ordinance shall be fined the following:
    - a) \$50.000 – for parking in areas designated for persons with a walking disability
    - b) \$50.000 – for Winter Parking (section A-10)
    - c) \$10.00 to \$25.00 – for all other offenses except;
    - d) \$150.00 got illegally parking a tractor/trailer, first offense  
\$300.00 for second and \$600.00 for subsequent offenses.
- E. Penalties
  - 1. Whoever violates any provision of fails to pay the fine noted above within 7 days, shall pay an increased penalty of an additional \$25.000
  - 2. If you fail to pay within fourteen (14) days, the matter will be referred to the Goffstown District Court. The registered owner of a vehicle who is found guilty of a violation of this ordinance shall be guilty of a violation and shall, upon conviction, be punished by a fine not to exceed \$1,000.00
- F. Placing snow upon certain streets and roads
  - 1. No person shall put or place or cause to be put or placed any snow or ice upon the surface of the traveled portion of any road in the Town of Weare.
  - 2. All violations of this snow/ice roadways shall be deemed the responsibility of the resident or business that the snow was removed from.
  - 3. Any person who violates this section of the ordinance shall be subject to the following penalty:
    - a) Warning for the first offense
    - b) \$50.00 – 2<sup>nd</sup> offense
    - c) \$100.000 – 3<sup>rd</sup> and subsequent offenses
- G. Revised/Effective Date:
  - 1. This Ordinance shall become effective on passage by the Board of Selectman.

Effective Date: September 19, 2006

**Selectman Osborne moved, Selectman Fiala seconded to accept the no parking ordinance as written. Passed 4-0-0.**

It was discussed the ticket explains the fine and when fines are collected the funds go into the General Fund, but before the ordinance the funds went to the State.

Selectman Clow asked if these funds from the parking ordinance would be held to help offset the tax rate. It was discussed any revenue designated for a special purpose has to go before the taxpayers as a warrant article. The purpose of this ordinance is a safety issue not to raise revenue.

Mr. Stagakis informed the Board he would like to join the ZBA. Vice Chairman Kurk asked Mr. Stagakis to fill out a volunteer form.

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**Vice Chairman Kurk moved, Selectman Clow seconded to enter into non public session @ 8:32 p.m. pursuant to the authority granted in RSA91-A:3II (a&b). A roll call vote was taken. Selectman Clow - yes; Selectman Osborne – yes; Selectman Fiala - yes; Vice Chairman Kurk - yes. Passed 4-0-0.**

The issue at hand is interviewing for the new full-time Bookkeeper position. The Town Administrator informed the Board he had received one (1) response to the in-house posting of the position, that of Tina Pelletier, the current part-time Bookkeeper. Ms. Pelletier was present for the interview.

Vice Chairman Kurk asked to make certain that Ms. Pelletier would continue as Tax Collector until someone new was hired to fill that position. Ms. Pelletier responded yes.

The topic of discussion then centered on if the title of the position should remain the same. It was made clear and understood by all that the current rate of pay would not change; Tina will still be making \$17.07 per hour.

After some discussion, it was determined that the position would have the title of “Bookkeeper/Finance Clerk” since the roles and responsibilities of the position have and will involve more than simply bookkeeping.

**Vice Chairman Kurk moved, Selectman Fiala seconded to come out of nonpublic session @ 8:47 p.m. A roll call vote was taken. Selectman Clow - yes; Selectman Osborne – yes; Selectman Fiala - yes; Vice Chairman Kurk - yes. Passed 4-0-0.**

**Selectman Fiala moved, Selectman Clow seconded to hire Tina Pelletier as Bookkeeper/Finance Clerk at \$17.07 full time. Passed 4-0-0.**

**7. DISCUSSION ABOUT LOCAL GOVERNMENT POLICY** – Vice Chairman Kurk asked the Board if they reviewed the policies to be moved forward to the Legislature. Selectman Fiala will defer to Vice Chairman Kurk’s knowledge and trust’s her recommendation. Selectman Clow and Selectman Osborne will also rely on Vice Chairman Kurk’s knowledge. Vice Chairman Kurk will inform the Board of the outcome of the September 29, 2006 meeting. Vice Chairman Kurk said the Local Government Center is a lobbying group to the legislature where cities/towns/school boards bring forth issues they feel important. The Local Government Center then weeds out policies that involve just one town and needs to know which policies cities/towns/school boards would like to see them move forward.

**8. MANIFESTS**

**Vice Chairman Kurk moved, Selectman Fiala seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated September 21, 2006. Passed 4-0-0.**

<b>Accounts payable</b>	<b>\$56,544.80</b>
<b>Gross Payrolls</b>	<b><u>\$32,640.00</u></b>
<b>Total</b>	<b>\$89,184.80</b>

Vice Chairman Kurk said after approving the manifest there is \$1,079,000.00 in the expense account and she is concerned with the funds becoming too low. Vice Chairman Kurk proposes they have a TAN in place in case it is needed. This is not a license to spend more money in the future. Vice Chairman Kurk will email Don Thomson, Treasurer to get a TAN in place.

**Selectman Fiala moved, Selectman Clow seconded to authorize the Deputy Treasurer Jan Synder, to prepare a Tax Anticipatory Note for the Town in case of a shortage and will notify Don Thomson as well. Passed 4-0-0.**

Mr. Ventresco said there has been a request for a resident who wants to trap beaver on town land. Vice Chairman Kurk said if it is Conservation Land then it has to go through the Conservation Commission and if it is town land they have to contact the State. Mr. Ventresco said he spoke with the State and they said if it is town

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land he will need to have the request signed by the town. The insurance company said no because of the liability. Mr. Ventresco said in checking with other town's they do allow it although it is a very rare request. The individual said if he is allowed then the town can choose the location. Selectman Fiala would like him to come in front of the Board. Mr. Ventresco will contact him to come before the Board. It was discussed the trapper would need to obtain a license to trap beaver, in season, after the approval to use the land.

September 27, 2006 – Emergency Management Preparedness Meeting at the Town Hall from 6:00-7:00. Paul King, Peter Buono, CERT Members, and the Capital Area Public Health Network from Concord Hospital, will be present with information regarding pandemics that could affect our town. Free door prizes.

October 28, 2006 – Health and Safety Fair at CWES from 10:00-2:00, there will be activities for all ages, door prizes, and flu shot clinic with \$20.00 copay. A second flu shot clinic will be held on December 2, 2006 from 9:00-12:00 at the Town Hall with \$20.00 copay.

September 25, 2006 – Selectman's Coffee Hour at the Safety Complex from 6:00-7:00. The Explorers will be giving tours of the Safety Complex.

**9. USE OF TOWN HALL** – The Board discussed there was interest for someone to rent the Town Hall for business purposes. They discussed if the group is non-profit they need to show paperwork proving they are non-profit. This person would like to rent the town hall from the evening to 5:00 a.m. the next morning. The Board is concerned with these hours of operation.

**Selectman Fiala moved, Selectman Clow seconded to make an amendment to the Facilities Use Policy that no activities take place between the hours of midnight and 6a.m. Passed 4-0-0.**

The Board would like to have a conversation with Merry Rice to discuss the scheduling of the Town Hall and the usage of the letters for the message board. Mr. Ventresco said they need to have someone responsible for the Town Hall. Selectman Clow said they don't want to be in the middle of issues of this matter and maybe it would be best to have Mr. Ventresco sit with Mrs. Rice and see if they can have something in place.

Mr. Ventresco will research if there is a policy in place for political usage of the Town Hall.

**10. ADJOURNMENT at 8:42 p.m.**

A True Record.

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Cherry Palmisano, Recording Secretary