

**Holden Town Council
Meeting Minutes
Monday, November 10, 2008
Municipal Building
6:00 P.M.**

1. Call To Order

Chairman Bryant called the meeting to order at 6:02 P.M.

Members Present: John Bryant, Chairman; Bob Harvey, Vice Chairperson; Paul Amoroso; Joel Swanton; Ralph McLeod.

Others Present: Jim Ellis, Public Safety Director; Don Varnum, School Board Director; Stephen Condon, Economic Development Director; Gene Worcester, Police Chief; Deb Givens; Andy Emery; Michael Higgins and Barbara Higgins.

2. Pledge of Allegiance

Chairman Bryant led the Pledge of Allegiance

3. Moment of Silence

Chairman Bryant asked for a moment of silence for everyone to reflect on someone or something that has touched him or her in a positive way since we last met.

4. Public Comment

Chairman Bryant solicited any comments from the public, without response.

5. Public Hearing (6:00 PM)

A. Amendment to General Assistance Ordinance

Chairman Bryant opened the hearing at 6:03 p.m. and after receiving no testimony, closed the hearing at 6:04 P.M.

6. Approval of Minutes of the October 6th, 2008 Regular Meeting minutes

Councilor McLeod moved, Councilor Swanton seconded; to accept the minutes of the October 6, 2008 Regular Town Council meeting. Vote 5-0 in favor.

7. Consent Agenda

A. Financial Warrants: Councilor Harvey moved, Councilor McLeod seconded; to approve item 6A (Financial Warrants) of the consent agenda. Vote 5-0 in favor. Warrants 0809-22 for \$14,510.38; 0809-23 for \$14,092.43; 0809-24 for \$31,256.02; 0809-25 for \$15,423.71; 0809-26 for \$16,843.01; and 0809-27 for \$13,715.39; 0809-28 for \$291,681.63; for a total of \$397,522.57.

B. Department Reports: Councilor Harvey moved, Councilor Amoroso seconded; to approve the department reports. Vote 5-0 in favor.

Councilor Swanton asked Steve Condon about a current enforcement action regarding John Maynard. The action has been postponed until after the first of the year due to medical reasons.

Discussion on office staffing was postponed until the December meeting.

8. Old Business

A. Town Owned Property: Three bids were received for map 13 lot 9, and will be reviewed under new business. A copy of a letter from Town Attorney Thomas Russell regarding the Hog Hill property was distributed. Chairman Bryant indicated that it will be reviewed at the December meeting. The Council decided to review options for the Holbrook Pond property also in December. Lastly, S. Condon reported that the Town Attorney continues to research possible issues regarding the Clark Hill Property.

B. SAD #63 Update:

Councilor Harvey briefed the Council on the R.S.U. meeting that took place on November 6, 2008.

Mr. Don Varnum from the School Board also briefed the Council on items that were discussed at the November 10th S.A.D. 63 meeting that took place preceding tonight's Council meeting.

C. Facility Improvements Update

S. Condon noted that he had little to add to the Town Manager's report except that he had received another name to add to list of contractors to contact regarding the possible improvements. Councilor McLeod indicated that he would forward several additional names of contractors that may have interest. A new search will commence upon receipt of that information.

9. New Business

A. Bid Acceptance Town Owned Property (Map 9, Lot 13)

S. Condon reported the results of the Public Bid Opening held on November 6, 2008 at 3:00 P.M. in the Town Conference room. Three bids were received as follows:

<u>Bidder</u>	<u>Bid Amount</u>
Mr. Peter Collins	\$2532.00
Mr. Richard Whitmore	\$2025.00
Mr. Dave Wardrop	\$ 300.04

Councilor McLeod moved, Councilor Amoroso seconded; to accept the bid of \$2532.00 from Mr. Peter Collins. Vote 5-0 in favor.

B. Approve General Assistance Ordinance Amendment

Councilor McLeod moved, Councilor Swanton seconded; a motion to approve the amendments as written. Vote 5-0.

C. Bid Acceptance on 2002 Police Cruiser

Councilor McLeod moved, Councilor Amoroso seconded; a motion to reject both bids. Vote 4-1, Chairman Bryant voting in the negative.

D. Approve Road Name for Private Road (Canterbury Lane)

Councilor Swanton moved, Councilor Harvey seconded; a motion to approve Canterbury Lane as a private right of way. Vote 5-0.

E. GIS Mapping Discussion

(Please note that agenda items F and G were acted on prior to agenda item E.)

The Council reviewed correspondence between Council Chair Bryant, Mary McDonald and Steve Condon regarding the implementation of the G.I.S. program for the Town.

It was decided to do updates to the tax map and data on an annual basis, and if possible corrections and additions to the layers as well.

Assessor Carl Lowe will continue to do his mapping amendments on paper maps and submit the data on an annual basis after April 1st of each year.

Councilor Swanton moved, Councilor McLeod seconded; a motion to expend up to \$3800 for a Zoning Map layer, the funds to be taken from the Economic Development fund. Vote 5-0.

Chief Ellis will coordinate the G.I.S. mapping of hydrants and other fire related layers.

The Town Manger will coordinate mapping of culverts, bridges and other public infrastructure items for future layers.

Once the Open Space Plan is completed, the Council will decide if additional layers will be added reflecting that information.

No additional layers will be added for Building Permit locations at this time.

The Council will review at the December meeting a proposal from staff on ways to fund the ongoing costs of the project.

Council indicated support for Sherry Murray to be the G.I.S. coordinator for the Town.

F. Bulky Waste Clean-Up Schedule

Councilor McLeod briefed members on the request presented to Town Manager John Butts to suspend the bulk waste pickup for the months of December, January, February and March. By consensus the Council agreed to suspend and will decide in the spring how they wish to administer the program once it restarts.

G. Legal Action on Non-Conforming Lot (Higgins Property)

S. Condon reviewed a copy of an email to Council Members that was sent over the weekend in which the Higgins appear to be agreeable to correcting the violation.

After a short discussion on Consent Agreements, the Council directed S. Condon to work with the Town Attorney and the Higgins. It was the feeling of the Council that minimal fines would be assessed, but that the Town Attorney's fees associated with the enforcement would be included. This last part was in response to questions raised by Councilor Harvey.

H. Narrow Band Radio Licensing Fees (Jim Ellis)

Jim Ellis and Andy Emery presented the proposal to meet this 2011 mandate.

J. Swanton moved, R. McLeod seconded; a motion to allocate \$2,000 for licensing and programming fees. Vote 5-0.

10. Other Business (By Unanimous Consent)

No other business presented.

11. Adjournment

Councilor Harvey moved, Councilor Amoroso seconded; to adjourn. Vote 5-0 in favor. Meeting adjourned at 7:44 P.M.

Respectfully Submitted



Stephen Condon
Acting Manager

Approval Date: 12/8/2008