

SELECTMEN'S MEETING

June 5, 2013

Executive Board Attending: David Upton, Susan Hansel, Maury Collins, Edie Drinkwater, Admin. Assist.

Others Attending: Rick Lothrop, Hope Lothrop, Dennis Dellagrecia, Richard Pratt

The meeting was opened by Chair David Upton at 2:04 PM.

Rick Lothrop was first on the agenda.

Rick shared a letter he received regarding the Hazard Mitigation Plan.

Preliminary approval has been granted by FEMA.

Edie noted that the Board will be signing the Resolution to adopt the plan during today's meeting.

The next item was an update of the status of the Fire Department.

David reviewed the process to date including the revised Job Descriptions.

David suggested that a class for Firefighter I be sought that could be held in Nelson for the convenience of all Nelson Firemen and women.

Rick reviewed his personal process of continuing to step back from the job of Fire Chief and to enjoy his retirement with his family.

Details of the revised job description were reviewed including the addition of a CDL- B driver's license. Rick noted that this was a good addition and it is the license that he holds.

It was decided that this requirement should also be added to the Job Description of the Deputy of Operations.

There was a brief discussion regarding the need for incident command as a requirement for the Deputy Fire Chief of Administration. It was agreed that the internal order of command within the department would cover this and therefore would not be a requirement of the position.

Hearing no further discussion, David made a motion to adopt the final revised Job Descriptions for Fire Chief, Deputy Fire Chief of Operations, and Deputy Fire Chief of Administration.

Maury seconded the motion.

The motion then carried by a vote of 3-0.

David then made a motion to re-open the application period for these three positions with the initial offering to be only to members of the current Nelson Fire and Rescue Department.

Maury seconded the motion.

The motion then carried by a vote of 3-0.

The next item on the agenda was the application for 4 building permits from Apple Hill.

Plans were presented for the demolition and complete rebuilding of 4 small housing units noted to be "Bunkhouses"

It was noted that building has already begun because the applicants were not aware of the need for a building permit.

The structures are being rebuilt on the exact footprint as before following a complete demolition of the original buildings.

The site inspector did visit the site and confirmed this to be true.

After a complete review of all plans and regulations, David made a motion to approve the four building permits for Apple Hill.

Maury seconded the motion.

The motion then carried by a vote of 3-0.

Rumor of the week addressed the erroneous complaints that the Town office selected certain properties for reassessment.

A visit from the DRA explained the process of data review following a town wide reval.

Based on criteria entered, a random computer selection is made at the DRA.

Data is collected by the DRA field agent that is used to assure an accurate assessment was performed by the contracted assessing company. This is not a revaluation but simply a data comparison by random selection.

David and Susan reported on the meeting of the Town Buildings Committee last evening.

The committee reviewed the RFP and suggested a few changes.

The goal is for approval at next week's meeting.

A final decision regarding a public walk through day as well as a day for appointment viewing will be determined.

Mike Tarr met with the Committee to discuss measures to correct the rainwater runoff near the rear exit door at the Town Hall. He plans to work on this in the next few days.

A suggestion was made regarding the placement of shims in the basement of the Town Hall and it was reported that the emergency lights at the Town Hall are not working. Both items will be discussed with the Town Sexton.

There was a brief discussion regarding an upcoming risk management meeting with Ron O'Keefe from the LGC. Ron is the risk manager for the liability carrier.

The Board will meet Ron for dinner and then bring him to the Town Hall for a public presentation regarding today's liability risks for small Towns. Ron will focus a presentation toward Fire and Rescue departments and the members of the Nelson Fire and Rescue are encouraged to attend.

Mike Tarr has been notified regarding a request from Matt Ferraro to address a road hazard on the Henderson Road. Mike was aware of the problem and it was already on his list for some type of repair.

Maury reported that the second sidewalk at the Town Hall will go in very soon if the weather cooperates and the hand rail for the Library entrance will also be installed.

There was a brief discussion regarding parking problems in the center of Town and in Munsonville by the Church. The Folklore Society, the Munsonville Church and the Nelson Church will be contacted regarding these issues.

David made a motion to develop a letter explaining the Writ of Mandamus and the Town's obligation to enforce the parking laws.

Maury seconded the motion.

The motion then carried by a vote of 3-0.

There was a review of the final FEMA requirements for the Hazard Mitigation Plan.

David made a motion to adopt the 2013 Hazard Mitigation Plan as presented to FEMA for approval.

Maury seconded the motion.

The motion then carried by a vote of 3-0.

Edie reported that only one report of Timber Cut has not been received for the period ending March 31, 2013. All reports for this period were due by May 15, 2013. A form letter is provided by the DRA for notifying the land owner of this deficiency and the threat of dooamage assessment.

David made a motion to send the letter to the land owner.

Maury seconded the motion.

The motion then carried by a vote of 3-0.

Susan reported that the manifest was complete and made a motion to approve as presented.

David seconded the motion.

The motion then carried by a vote of 3-0.

Susan gave a brief report of her Selectmen's training session in Concord on Saturday.

These training sessions cover a wide variety of topics and relative RSAs.

The final order of business was review of the minutes from the last meeting.

David made a motion to approve the minutes for the public session for May 29, 2013.

Maury seconded the motion.

The motion then carried by a vote of 3-0.

David then made a motion to approve the minutes for the Non-public session for May 29, 2013.

Maury seconded the motion.

The motion then carried by a vote of 3-0.

With nothing further Maury made a motion to adjourn.

David seconded the motion.

The motion then carried by a vote of 3-0.

Meeting adjourned 5:31 PM.

June 5, 2013

David Upton, Chair

Maury Collins

Susan Hansel