

**TOWN OF LITTLETON
MONDAY, DECEMBER 12, 2022
BOARD OF SELECTMEN MEETING
5:00 PM
LITTLETON COMMUNITY CENTER
HEALD ROOM
MEETING MINUTES**

Present: Roger Emerson, Chairman; Carrie Gendreau, Vice Chairwoman; Linda MacNeil, Selectwoman; Jim Gleason, Town Manager; Chief Mike Quillen; Deputy Chief Chad Miller; Chief Paul Smith; Doug Damko, Public Works Director; Zach, GNTV; Vicki Potter, Administrative Secretary; Bill Gendreau; Jeff Winn; Art Bisenti; Marie Slack; Alicia Hunt; Michael Boswell; Laurie Boswell

At 5:00pm Emerson opened the meeting with the Pledge of Allegiance followed up with the opening prayer by Jeff Winn.

Public Hearings:

Public Works – Revisions to the Town’s Sewer Usage Ordinance (Chapter 13) for State Compliance – Gleason started by letting the Board know that they needed to reword the wording to meet state guidelines, however, they needed to double check with legal on some of that wording and they are still waiting to hear back on it. So, at this time it is not ready yet and he is asking the Board to postpone this public hearing till the January 9th meeting.

MacNeil made the motion to table this topic until the next meeting. Gendreau seconded the motion. All agreed. Motion passed 3-0.

Approval of the Meeting Minutes:

Administrative – 11/28/2022 BOS Meeting – **MacNeil made the motion to approve the minutes. Gendreau seconded the motion. All agreed. Motion passed 3-0.**

Administrative – 12/1/2022 BOS Work Session – **Gendreau made the motion to approve the minutes. MacNeil seconded the motion. All agreed. Motion passed 3-0.**

Town Manager Updates:

Gleason stated that at the last Budget Committee meeting they recommended that the maximum non-union employee pay increase be 5.9%. Gleason stated that it is still below inflation but better than the standard 3% that is normally given and it would also be better than the default budget of zero. **Gendreau made the motion to accept the 5.9% rate change. MacNeil seconded the motion. All agreed, Motion passed 3-0.**

Gleason also provided the monthly budget review at this meeting (instead of the usual second monthly meeting) by letting the Board know that the general fund budget is currently under budget by 7.22% as of November 30, 2022. Also, regarding all of the debate around the fire department and their overtime always being over, he wanted it known that the fire department is 4.2% under budget and the ambulance is 12.55% under budget totaling 16.57% under budget for the fire department in general year to date. The same two departments that have been consistently over budget throughout the year are the Town Clerk and legal, for the same reasons given at each review.

Old Business:

Administrative – Renewal of Residential Assessing Contract with KRT Appraisal – Gleason let the Board know that the Town has had an assessing agreement for the last two years with KRT for residential assessing for tax valuations and it is expiring on 12/31/2022. They are proposing a new two-year contract to expire on 12/31/2024 for the same contract amount of \$81,120 that is payable monthly for \$3,380. This will allow KRT to prepare the Town for the 2025 residential property re-evaluation. If the Board agrees to continue with KRT the first step they will need to do is send a letter to the DRA and then Gleason can bring back a contract to the Board. **MacNeil made a motion to approve a letter be sent to the DRA advising of a new two-year contract with KRT Appraisal for residential assessing for a total cost of \$81,120 starting on January 1, 2023 and expiring on December 31, 2024. Gendreau seconded the motion. All agreed. Motion passed 3-0.**

Public Works – Dells Dam – Damko gave a quick refresher from the last presentation on November 14, 2022 given by Dubois & King about the different options for repairing the Dells Dam. One thing that came out of that meeting was that the majority of people who attended wanted to keep the dam as it is, so Damko gave his recommendations (options 2, 4 and 5) that he thought would retain that look, with option 2 being the best choice for the cost (\$602,200). He also reminded the Board that not choosing an option would not be a choice with the State. The funding for this study came from a warrant article in 2012. The next steps are to try and secure funding for the option chosen via a

warrant article. Opportunities for grant funding will be monitored by Mike Welch at NCIC. **Emerson made the motion to move forward with option 2 (dam reconstruction with armoring) for a cost of \$602,200. Gendreau seconded the motion. All agreed. Motion passed 3-0.**

Board of Selectmen Topics:

Emerson – Fire Department Organization – **Emerson tabled this**

MacNeil – Town Office Options – Depending on the outcome of how taxpayers vote (either for or against the Town Office's obtaining their own building), MacNeil would like to request Gleason to look into getting costs for renovating (including the historical restrictions) and the pros/cons for returning to the Opera House. Gleason would only move forward with this request if the winning vote is in favor of getting its own building.

MacNeil asked Chief Smith if he found a third business to participate with the Bagging of the Meters Event. He stated that with the help of the article in the Caledonian Record, that they had found someone. That business will be Hunkins & Eaton Insurance Company.

MacNeil also wanted the Board to know that Granite Senior Living Facility has been approved to receive federal funding in the amount of \$20.6M to move forward with their new housing development and feels it is much needed here in town.

Gendreau wished everyone a Merry Christmas and brought to light the work done in getting local resident Sgt. Alfred Sidney, a Korean War POW, home and laid to rest before the holidays. Gleason also gave kudos to the Town's own, Bill Sargent (from Public Works Department) for being part of the Honor Guard that participated in bringing Sgt. Sidney home for burial services.

Public Comment: (Those in attendance will have the opportunity for public comment of three (3) minutes or less)

Emerson began by emphasizing that this is a public comments segment only and any questions can be directed to Town Manager Gleason via phone or email.

Laurie Boswell said that she is hoping that the BOS are looking into options other than Casella for the Town's trash removal now that their (Casella) fees have more than doubled. Gleason let her know that they have been looking into this.

MacNeil made the motion to adjourn the meeting. Gendreau seconded the motion. All agreed. Motion passed 3-0. Meeting closed at 5:22pm.