

TOWN OF LITCHFIELD

Selectmen's Meeting

January 4, 2010

The Board of Selectmen held a meeting at 5:30 p.m. in the Town Hall Conference Room.

Members present: Frank A. Byron, Chairman
Andrew M. Santom, Vice Chairman
M. Patricia Jewett
George A. Lambert
Steven D. Perry

5:30 p.m. - Correspondence Review.

6:30 p.m. - Nonpublic Session.

Also present for public session: Linda Langille, Office Manager

PLEDGE OF ALLEGIANCE

7:15 p.m. All rose for the Pledge of Allegiance.

ANY OTHER BUSINESS

1. Department Reports. 2. MS7. 3. Default Form. 4. Mileage Rate.

PUBLIC INPUT

There was no public input.

HIGHWAY - ALBUQUERQUE CULVERT

Road Agent John Pinciario and Messrs. Kevin Leonard and Jeffrey Lewis of Northpoint Engineering came forward to discuss the Albuquerque culvert replacement at Chase Brook. They provided construction plans for the crossings and a Hydraulic Analysis of Chase Brook and Tributary B at Albuquerque Avenue, Page Road and Cranberry Lane dated January 4, 2010.

Mr. Lewis talked about the Hydraulic Analysis of the watershed for the three crossings, and a design for replacing the culverts that would past a 50 year storm. They were charged with making use of the existing flood information done by FEMA (Federal Emergency Management Agency) and obtained the FEMA model done through the Army Corps of Engineer which this is what was used to determine the floodplains on Chase Brook. They recommend two size culvert replacements that would past the 50 year storm. All three of the crossings, according to the model, flood in a 10 year storm. Talk ensued. Mr. Lambert: Is 50 enough? Mr. Jeffrey: You try to improve the situation that is out there right now so if they are undersized for a 10 year storm

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and you are trying to size a 50, you are clearly improving the situation. A 50 return frequency storm is a storm that has a 2% chance of occurring at any given year.

On Albuquerque and Page Road they were able to size the culverts but not on Cranberry Lane because the road is so low and flat. One concern is treating all three as a culvert replacement; upgrading the culvert, taking the culvert that is a certain size and putting in one that is larger without getting into a whole roadway reconstruction project due to the cost. In all of them would be to raise the road up as high as it needs to be to fit a large diameter culvert or a large box culvert that will pass the 50 year flow but as soon as you start raising a road, you are talking about an expansive project. They were asked not to do that but to leave the elevations where they are. On Albuquerque and Page we are able to do that because there is a lot of elevation between the culvert and the road. They are recommending two box culverts for Albuquerque and Cranberry is so low, long, and flat that it is impossible to get a culvert in there; so, they are looking at something that could pass a 10 year but in a 50 storm, it would top the road. All three crossings will require DES wetlands permits and the plan is to apply for all three permits. Talk went on as the examination of the Albuquerque culvert by a slip culvert company from Maine. The result by the company is that the culvert is collapsing. A weight restriction on Albuquerque was imposed in order to preserve the culvert.

There is a concern with Cranberry and the existing houses built in the floodplain. They said that the Board needs to do Cranberry before Page Road because the water could cause more harm. Mr. Byron asked if doing Albuquerque culvert would create any problem downstream. He was told that they do not believe it would. "If you are increasing the size of the culvert, you are allowing more water to pass through, less storage behind but flood events...there is no increase in flood elevation. You are letting more water through but no effect on the floodplain downstream of Albuquerque. You will see a decrease in the flood elevation on the upstream side". It was said there are two dams downstream one on Marc Lane and one on Route 3A and these are flood controlled and designed for flood events.

Mr. Leonard talked about the construction design for the crossings. There are catch basins on Cranberry that help in the winter for water draining off the road. As to the guard rail installation on Albuquerque, it had been suggested to put it between the walkway and the roadway to protect the pedestrians from getting hit by a vehicle. This is Mr. Pinciario recommends this per a request from residents.

Mr. Santom **MOTIONED** that we go to bid. Mr. Lambert seconded. Mr. Byron asked where the money is going to come from. It was said Highway Block Grant according to the Budget Committee. The amount of money to be utilized is \$206,500 but does not include inspections by the engineer. This was discussed. It would be a contract with the Town and the engineering firm. Mr. Lambert **AMENDED MOTION** to include fees for putting the bid package together and monitoring the execution of the work in an amount of \$10,000. Mr. Santom seconded. Mr. Leonard indicated that there is a possibility of a fee imposed by Pennichuck because it is

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believed they have a 12" water main that crosses under the existing culverts. So, there could be inspection fees from Pennichuck unless the fees are waived. Vote on amendment: Motion carried 5-0-0. Mr. Byron **AMENDED MOTION** that the Litchfield Board of Selectmen hereby authorizes the Road Agent Mr. Pinciario to put out to bid request for proposals for Albuquerque Avenue culvert replacement at Chase Brook and solicit and hire companies up to the amount of \$10,000 for managing the rfp as well as insuring the installation and construction of the work once it is underway and said money will be taken from the Highway Block Grant funds. Mr. Perry seconded. Vote on amendment: Motion carried 5-0-0. Vote on amended main motion. Motion carried 5-0-0.

2010 WARRANT ARTICLES

Mr. Lambert said he received a question from a citizen as to whether the Board of Selectmen is considering adding a warrant article that would give control of the Default Budget to the Budget Committee. The disadvantage is the Board of Selectmen would not be able to add items to the Default Budget. Mr. Lambert said that the advantage is this would prevent manipulation by the governing body. Chairman Byron said the Selectmen have never jammed stuff into the Default Budget and there needs to be some understanding what goes into the Default Budget based on contracts, etc. Also, there is the possibility that the Budget Committee could set the operating budget and the default budget so low that the Town could not function.

2009 SPENDING

As of December 31, 2010, there is \$286,253.51 remaining in the budget but there are still bills to be paid.

RECONCILIATION POLICY

Mr. Byron said that there is a change made to Section III of the policy that the Selectmen liaison will be the Selectman appointed to work with the Budget Committee. Mr. Santom **MOTIONED** to approve the Financial Reconciliation Policy. Mr. Lambert seconded. Motion carried 5-0-0.

SELECTMEN'S ANNUAL REPORT

Mr. Santom **MOTIONED** to approve the Board of Selectmen's yearly report with the noted changes. Mrs. Jewett seconded. Motion carried 5-0-0.

Dedication of 2009 Annual Report - Mr. Santom suggested dedicating the book to the town. Mr. Lambert **MOTIONED** to dedicate the Annual Report to the citizens of the Town of Litchfield for the 275th Anniversary. Mr. Perry seconded Mrs. Jewett abstained. Motion carried 4-0-1.

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STREET LIGHTING

The Selectmen are still waiting for a contract.

MINUTES

Mr. Lambert **MOTIONED** to approve the December 21 and December 28, 2009, minutes. Mrs. Jewett seconded. Motion carried 5-0-0.

COMMITTEE/DISTRICT REPORTS

Planning Board - There will be a public hearing for proposed amendments to the zoning ordinance on Tuesday, January 5, 2010 at 7:00 p.m. in the Town Hall Meeting Room.

School Board - There will be a meeting at 6:30 p.m. on Wednesday at Campbell High School.

COMMUNITY BULLETINS

Mrs. Jewett reported that the Girl Scouts donated several cases of cookies. The cookies will be distributed to residents by the Welfare Officer.

PUBLIC INPUT

There was no public input.

ANY OTHER BUSINESS

Annual Reports - The following departments have submitted their report for submittal into the 2009 Annual Report: Selectmen, Police, Planning Board, Library Trustees, Conservation, Nashua Regional Planning Commission, Household Hazardous Waste, Transfer Station, Mosquito, and Zoning Board.

2010 Expected Revenues - Mr. Santom **MOTIONED** to accept the MS-7. Mr. Lambert seconded. Mr. Santom left the meeting to contact the Office Manager regarding the revenues from the State meals and rooms tax. See vote below.

2010 Mileage Rate - Mr. Byron **MOTIONED** that the Board of Selectmen hereby adopts the IRS mileage rate for 2010 of .50 cents per mile for business miles driven. Mrs. Jewett seconded. Mr. Santom was not present. Motion carried 4-0-0.

Default Budget - The Default Budget is \$4,389,478. The Selectmen signed the form.

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2010 Expected Revenues - Mr. Santom returned to say Mrs. Langille confirmed as far as she understands the amount is \$375,930. Vote on motion above: Mr. Santom voted no. Motion carried 4-1-0.

Budget Hearing - The Budget Hearing will be held on Friday, January 15, 2010, at Campbell High School auditorium.

Deliberative Session - The Town Deliberative Session will be held on January 30, 2010, at 1:00 p.m. at Campbell High School auditorium.

There being no further business, Mr. Santom **MOTIONED** to adjourn the meeting. Mr. Lambert voted no. Motion carried 4-1-0. The meeting adjourned at 9:20 p.m.

Frank A. Byron, Chairman

Andrew M. Santom, V.Chairman

M. Patricia Jewett

George A. Lambert

Steven D. Perry

Lorraine Dogopoulos
Selectmen's Secretary