

Policy Committee Minutes

April 18, 2019

Present: Chair Lovett, Councilor Stone, Sherriff Simonds, Ms. Miles

Absent: Councilor Kier

Also Present: Chief Chase

Chair Lovett called the meeting to order at 6:02PM.

Food Truck Policy Discussion - Committee members, with input from Chief Chase and Directors Merrill and Brislan, responded to questions posed by Attorney Christine Fillmore in her email and draft of the Food Truck Policy, both dated April 16.

Note: Directors Brislan and Merrill provided input to Chair Lovett via phone/email prior to the Policy Committee meeting, and Chair Lovett relayed that information to the Committee.

The responses are as follows:

Question 1 in email - Our Committee notes may have led to some confusion; however, the Committee's desire is that a vendor can apply for a daily, weekly or quarterly permit. He/She would simply outline what day(s), week(s) or quarter (s) on the permit. A weekly permit is defined as Monday to Sunday. A quarterly permit is defined as Jan-Mar, Apr-June, Jul-Sep, Oct-Dec. Vendors who apply for a quarterly permit would be given preference for the designated spots.

Question 2 in email - I believe the above answers some of it. In addition, if a vendor applies for a permit for a particular week, he/she has that designated spot for the entire week. It is up to the vendor whether they are there each day of that permitted week.

Question 3 in email - The Fee Schedule will have fees outlined for a day, week or quarter permit. There won't be an annual fee.

The rest of the comments pertain to the highlighted areas:

Section 8-129 - Fixed/Designated spaces on city owned property are 2 spots in the lower parking lot of the Visitors' Center, 1 spot at the Claremont Municipal Airport, 2 spots adjacent to the easterly side of Broad St Park (across from the Library). We understand that this is a total of 5 spots, but we agreed that this is ok.

Section 8-130

(1) In support of PD Chief Chase, we would prefer generic language such as "Should the PD Chief read something of concern in the state's background check, he/she will deny the

permit." If this is not doable, then Chief Chase has a list of RSAs that can be cited. I can forward those to you if need be.

(6) The Committee agreed that there should be an exception regarding amplified music for ice cream trucks.

(10) The Committee agreed to change the 30 minutes timeframe to 45 minutes.

(12a) The speed limit should be 30 miles per hour or less. Also, the Committee agreed, with input from Chief Chase, that there is no need for the restrictions other than "within 20 feet of an intersection, in any area where parking is prohibited or which is posted as a no parking zone."

(12d) The Committee agreed with the 15 minutes.

In addition to the above responses, the Committee also relayed the following comments to Attorney Fillmore for incorporation into the draft policy:

The definition for ice cream truck - The language does not provide for the possibility of soft serve ice cream or hand scooped, hard packed ice cream. Please modify the language to include these types of ice cream.

Should a vendor opt for a week or quarterly permit for one of the spaces adjacent to and on the easterly side of Broad Street Park, Saturdays would be blackout dates during the Farmers' Market season.

Police Commission Discussion – The Committee discussed the method by which Commissioners are appointed. Currently, Police Commissioners in Claremont are appointed by the City Manager. Chapter Law provides that Police Commissioners are either appointed by the Governor of New Hampshire or are elected.

Chief Simonds stated his concerns if Commissioners were to be elected. One, there is the risk that there would not be people willing to run for the positions. Two, people may run with their own agendas.

The Committee did reach consensus that, should the Commissioners be elected, the terms of office would be staggered. There was also agreement that there would need to be rules and procedures in place should the method of appointment be changed.

Social Media Policy Discussion – The Committee reviewed RSA 98E which applies to employees and questioned whether this RSA applies to elected officials. Consensus was reached to have Chair Lovett contact legal counsel regarding the applicability of this RSA and how to best move forward in addressing the development of a Social Media Policy for elected officials.

Application for Volunteers to serve on the Board of Assessors – The Committee reviewed the application and noted that the requirement of a one year residency should be included.

Next Steps –

Chair Lovett noted that she would not be available for the next regularly scheduled meeting on May 2nd. Therefore, the Committee opted to meet on both May 16 and May 23.

Given the requirement to review ordinances every five years and that this has not be done on a regular basis, Chair Lovett volunteered to send out an email to the Council and Administration requesting that they prioritize those ordinances that need to be reviewed/updated.

Adjournment –

Motion to Adjourn was made by Sherriff Simonds and seconded by Ms. Miles. The meeting adjourned at 7:02PM.

Submitted by:

Charlene Lovett, Committee Chair and Mayor