



Salisbury Board of Selectmen

Meeting Minutes

January 20, 2021

Approved

Selectman John W. Herbert, Chair	Present
Selectman Jim Hoyt	Present
Selectman Brett Walker	Present
Town Administrator April Rollins	Present
Municipal Assistant Kimberley Edelmann	Present

Attendees: Several citizens attended the meeting held at Academy Hall including Jen Hoyt, Gayle Landry, Bill MacDuffie Jr, Sharon & Bill MacDuffie Sr, MacDuffie, Marcia Murphy, Harvey Peter, Dave & Dora Rapalyea, Dottie Swenson, Eric Swendsen, Leann Wesoja, and Jim Zink-Maillioux.

Some members of the public attended via Zoom, including Audrey Bentley, Mary Heath, and Cindy Romano.

1. Open Meeting

Chairman John Herbert opened the meeting at 6:00 pm. Chairman Herbert asked that members of the public who wish to speak step up to the floor microphone when making comments. Doing so would allow everyone on the Zoom session to hear.

2. Meeting Minutes

Chairman Herbert made a **motion** to accept the meeting minutes of January 6, 2021. Selectman Walker **seconded**. The motion **passed** with all in favor.

Selectman Walker made a motion to accept the meeting minutes of January 11, 2021. Selectman Hoyt **seconded**. Kimberley Edelmann noted that a table of Warrant Articles had been added to the draft minutes. The motion **passed** with all in favor.

3. Signatures

Chairman Herbert noted that the Board reviewed the Accounts Payable and Payroll Registers. They were in order.

4. Department Updates

4.1 Fire Department

Fire Chief Bill MacDuffie Jr stepped up to the floor microphone to address the Board. He shared that Penacook Rescue had contacted him. They found a grant to purchase a new ambulance. They wanted to do so via Salisbury since Salisbury had SAMS number and they did not have it yet. They didn't believe they would have it in time to apply for the grant. Town Administrator April Rollins said she'd want to see more information.

Selectman Walker and Herbert felt that if no liability was attached to the grant, then conceptually they could support the idea.

The Chief informed the Board that the Fire Auxiliary was applying for a 501(c)(3). The process was underway.

4.2 Road Agent

Road Agent MacDuffie noted things were quiet. He shared that he was involved in the discussions about the Transfer Station.

Road Agent MacDuffie stated that eventually, things would have to be done differently for highway and sand. Selectman Walker asked what RA MacDuffie's plans were in terms of being the Road Agent. Mr. MacDuffie said he did not envision more than another 10 years in the role.

Selectman Walker suggested the Board begin discussions about long term planning in regards to roads. He suggested a "Working Group" be assembled to explore what was needed by the Town in 10 years time.

4.3 Transfer Station

Town Administrator April Rollins said that two applications had been submitted for the Transfer Station Manager position. She expected to begin interviewing candidates the following week. Chairman Herbert offered to help with interviews.

5. New Business

5.1 American Red Cross Blood Drive

Chairman Herbert made a **motion** to waive the Town Hall Rental fee for the ARC Blood Drive scheduled for Tuesday, March 30, 2021. Selectman Walker **seconded**. The motion **passed** with all in favor.

5.2 Personnel Policy - Accrued Liability

Town Administrator Rollins provided the Board with a suggested modification to the Personnel Policy:

"Employees are encouraged to take their vacation time, but in some circumstances there may be reasons where vacation may not be able to taken in full. Any employee who is unable to take all of their vacation time by the end of the calendar year may submit in writing to the Town Administrator a request to get paid out for a maximum of 50% of the leave that is not used during the year. This will not apply to full-time employees or part-time employees that only have one week of accrued vacation leave unless approved by the Selectmen."

Selectman Walker suggested specifically stating the maximum amount of time of accrued liability. He also wondered if the Selectboard could approve it before the budget was approved. TA Rollins noted that the policy change was still a draft.

6. Old Business - Budgets & Warrant Articles

TA Rollins noted that there were a few changes for the budget.

6.1 Town Clerk Postage - An additional \$650 was being be added to the postage line cover additional one mailing to all registered voters in the case of having a virtual Town Meeting. Town Clerk Jim Zink-Maillieux suggested keeping the line, even as plans continue to be worked on.

Selectman Hoyt made a **motion** to approve the additional \$650. Selectman Walker **seconded**. The motion **passed** with all in favor.

6.2 Land Acquisition CRF - Selectman Walker noted that after the January 11 Budget Meeting, a member of the public suggested to him that, as a good faith gesture, the Selectboard could present an additional Warrant Article to establish a Land Acquisition Fund. TA Rollins commented that she would have to speak with DRA about it, since the Town would be discontinuing or repurposing the current fund.

6.3 Franklin VNA - Chairman Herbert noted that Selectboard had recommended \$3000 for Franklin Visiting Nurse Association while the Budget Committee was talking about \$2000. Selectman Walker noted that the Budget Committee had a tie vote. He added that the VNA had actually requested \$2000, not \$3000.

Selectman Walker made a **motion** to recommend \$2000 for Franklin VNA to the Budget Committee. Chairman Herbert **seconded**. The motion **passed** with all in favor.

6.4 Covid 19 Firefighter Stipend - TA Rollins informed the Selectboard that the Covid 19 Firefighter Stipend line had not been changed in the Fire Department Budget. It was for 2020 only and should be set to \$0 for 2021. Fire Chief MacDuffie Jr was not aware of any future Federal Funds for Covid.

Selectman Walker made a **motion** to set the line to \$0. Selectman Hoyt **seconded**. The motion **passed** with all in favor.

7. Selectmen's Reports

7.1 Declarations of Candidacy - Chairman Herbert noted he had one item from the Town Clerk's office. The filing dates for the open positions was from January 20th to January 29th.

7.2 Virtual Meeting Equipment - Selectman Walker noted that at a recent ZBA meeting, the audio quality for those on Zoom was not as good as when Kimberley Edelmann had brought in her speaker setup.

Selectman Walker made a **motion** to purchase the same equipment. Ms. Edelmann noted that a different computer was used for the ZBA meeting and suggested it would be good to try her equipment on that computer first to see if it made a difference. All agreed. The motion was withdrawn.

8. Public Comments

Harvey Peter asked if there was a current quote of what it would cost to get power to the Transfer Station. TA Rollins noted it was \$350,000. That was for three phase power. Mr. Peter said single phase with an inverter would be sufficient, 220 or 240. It would be a lot cheaper, he believed, than worrying about a generator that needed to be maintained by an outside firm. Over the long term, a generator could be costly. There were a lot of variables.

Selectman Walker agreed with Mr. Peter that it would be good to get a quote for single phase power. He noted that his objective was not to get a generator at the Transfer Station, but to get a compactor.

Selectman Hoyt wondered if another inverter be needed if the Transfer Station also purchased a baler. Most likely, that would be the case.

A member of the public attending via Zoom asked if solar power was an option. Selectman Hoyt noted that the dump was open at night, so solar power would need to be stored.

There were no other questions from the public.

9. Non-Public Session 91-A:3, II

Chairman Herbert made a **motion** to enter non-public session per RSA 91-A:3 II(c). Selectman Walker **seconded**. Roll call: Walker - AYE, Herbert - AYE, Hoyt - AYE. The **motion** passed with all in favor. The Board went into non-public session at 6:34 pm.

At 6:44 pm, Selectman Walker made a motion to enter back into public session, seconded by Chairman Herbert. The motion passed with all in favor.

Selectman Walker made a motion to seal the minutes. Chairman Herbert seconded. The motion passed with all in favor.

10. Adjournment

No other business was conducted. Chairman Herbert made a **motion** to adjourn. Selectman Walker **seconded**. The **motion passed** with all in favor. The meeting was adjourned at 6:45 pm.

Respectfully Submitted,
Kimberley Brown Edelmann
Recording Secretary

These meeting minutes were reviewed and accepted on February 3, 2021.

Selectmen, Town of Salisbury