



Salisbury Board of Selectmen

Meeting Minutes

September 1, 2021

Approved

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

Attendees: Several citizens attended the meeting in person at Academy Hall including Gayle Landry, Bill & Sharon MacDuffie, Bill MacDuffie Jr., Marcia Murphy, Dora Rapalyea, Al & Cindy Romano, Gene Shaw and Jim Zink-Mailloux. One member of the public attended the meeting via Zoom.

1) Open Meeting

Chairman Brett Walker opened the meeting at 7:04 pm.

2) Meeting Minutes

Selectman Herbert made a **motion** to approve the minutes of August 18, 2021. Selectman Hoyt **seconded**. The **motion passed** with all in favor.

3) Signatures

Chairman Walker noted that the Board reviewed and approved the Accounts Payable & Payroll Registers. These are available for Public Inspection.

4) New Business

a. **RFPs for a Trash Compactor at the Transfer Station**

Chairman Walker talked about the various compactors which were quoted by Global Trash Solutions and Sebright Products. Key specifications were the size of the cylinder, the number of cylinders, the compression force, the yardage of the hopper and the size of the motor.

Chairman Walker noted that he compared all of the quotes. He found the Sebright 5261-2-6 to be similar to the Global CH-03, however there was a \$10,000 difference in price. He was leaning towards the Global CX-03 or CH-04, both of which show specifications of 76,900 pounds of force, 92,300 pounds maximum with a 7" cylinder. Differences could be found in yardage and open vs closed hoppers. He preferred the open hopper, adding that everyone makes custom hoppers. The variation in price for hoppers was only a few hundred dollars.

Chairman Walker felt the 7” cylinder and the additional compression force would buy more time for the unit. He also wondered if the difference between the 3 yard and 4 yard was worth it. He also didn’t want to run into space issues with the 4 yard. Bill MacDuffie Jr. felt that if the Town could afford to go with the 4 yard unit, he would recommend going with that. Chairman Walker said there were enough funds to do either.

Comparison of Compactor Specifications

Source	Model	Yds	Motor	Normal Force	Ram Size	Hopper
Global	CH-03	3	15 hp, 3 ph	56,500 lbs	6	Open Top
Global	CX-03	3		76,900 lbs	7	Enclosed
Global	CH-04	4		76,900 lbs	7	Enclosed
Sebright	5260-1-6	3	10 hp, 3 ph	56,550 lbs	6	Custom
Sebright	5260-2-6	3	20 hp, 3 ph	113,100 lbs	Dual 6	
Sebright	7460-1-6	4	10 hp, 3 ph	76,900 lbs	7	
Sebright	7460-2-6	4	20 hp, 3 ph	113,100 lbs	Dual 6	

Reviewing the funds available, Chairman Walker said there was \$29,926 in the Transfer Station Improvements Capital Reserve Fund prior to Town Meeting. An additional \$40,000 was voted in, bringing the CRF balance to \$69,926. The generator was \$22,700. Just over \$46,000 was remaining. If they went with a \$36,975 compactor, there would still be close to \$10,000 in the CRF.

Chairman Walker reiterated that when the Town went to place an order, they wanted to get an open hopper configuration. He also shared that while being an “open” hopper, the hopper piston could be pushed forward in compression mode overnight to keep animals and birds from entering.

Selectman Hoyt noted that the quotes for Global compactors with closed hoppers, there was a \$250 charge for lights. That charge was not on the CH-03 with the open hopper. He suggested that if configured with an open hopper, the price on the other compactors might be lower.

Chairman Walker, responding to a question from a member of the public regarding generator power, noted that the quoted generator would be able to run the compactor’s 15 horsepower motor.

Chairman Walker noted that with Global Trash Solutions, a purchased compactor may be in place before winter. That was not the case with Sebright.

Allowing \$1000 extra for a hopper, Selectman Herbert made a **motion** to purchase a compactor not to exceed \$37,975. Selectman Hoyt **seconded**. The **motion passed** with all in favor.

b. Primex Policy Update - Cyber Liability Insurance Coverage

Chairman Walker shared that the Town of Peterborough had recently lost \$2,300,000 due to a mail fraud scam. The Town of Salisbury’s insurance policy had a \$5,000,000 cyber coverage. However, that was due to change, dropping down to \$750,000. There were no additional riders to purchase. Town Administrator Rollins noted that ecrimes were covered to \$75,000, noting that it was getting harder for the public sector to get coverage. Chairman Walker encouraged looking for additional insurance to cover cyber crimes. TA Rollins would contact insurance brokers.

c. Flood Control Reimbursement

TA Rollins noted that the Town had received it’s flood control reimbursement from the State in the amount of

\$53,071.34. In the prior year, the amount received was \$57,847.65.

d. Donations Under RSA 31:95-e

Chairman Walker made a **motion** to accept five checks totaling \$2,500 all of which were donated to the Recreation Revolving Fund to be applied to the Fireworks Display. Selectman Herbert **seconded**. The **motion passed** with all in favor.

5) Department / Board Committee Updates

a. Road Agent / Fire Chief

Bill MacDuffie Jr. noted that he hadn't yet investigated the location of the Town Hall septic system, but would. Otherwise, all was quiet.

b. Transfer Station

No updates.

6) Old Business

a. Generator Installation – Generator Connection

TA Rollins reported that the first payment of \$7,000 was sent out on Monday. The Chief had been provided relevant information so that he could place a concrete pad for the generator.

7) Selectmen's Reports

a. American Rescue Plan Act

TA Rollins reported that the NH Municipal Association had recently provided deadlines for reporting of utilization of the ARPA funds. She provided the Board with copies of the information.

Selectman Hoyt noted that TDS was not the hang up at the moment. He had reached out to Deputy Commissioner for the State of NH Chris Helms. Mr. Helms would be pushing CCI to get the required paperwork over to TDS. Also, the electric company still needed to survey the utility poles to see if they could handle additional lines.

8) Public Comments

a. Broadband

Gene Shaw asked more for more detail about getting broadband to North Road. Selectman Hoyt noted that TDS was working on the premise that they were going forward. They still had to wait for the electric company to assess the poles.

b. Generator at the Transfer Station

Bill MacDuffie Jr. brought up the subject of the location of the generator at the Transfer Station. He and Selectman Hoyt discussed options in reference to where the current generator was located. It was noted that the generator needed to be at least 10 feet from the gas tank and 5 feet from any combustible structures.

In response to a question from the public, Chairman Walker noted that the generator ordered would provide 3-phase power; no converter was needed.

c. Town Clerk / Tax Collector Office

Town Clerk Jim Zink-Mailloux asked the Board to address the broken Dutch door in their office. The hinges broke under the heavy weight of the door. Also, the counter top on the door was coming off. Chairman Walker noted that TA Rollins would look into the cost to repair the door.

9) Town Administrator's Report

a. Budget Recommendations to Department Heads for the Proposed 2022 Budget

Chairman Walker shared that he was reticent to the idea of setting of providing a specific number to the Budget Committee in terms of guidance. Where status quo was possible, that would be good. There were some positions which needed to be reviewed in terms of pay raises; some adjustments were needed. He did not want to give a percentage.

TA Rollins suggested quoting the rate of inflation in a letter to the Department Heads.

Selectman Herbert felt a limit would be good to give, noting that the rate of inflation seemed to be about 5%. Chairman Walker did not want to go with 5% as a limit as it might be interpreted as a target.

b. Performance Evaluations 9/1/21 through 10/31/2021

TA Rollins noted that performance evaluations needed to be done in September. She asked the Board if they wanted to go with self-evaluations or the more typical evaluations. Selectmen Herbert and Walker both preferred the latter.

c. Unknown Properties

TA Rollins reported that the total taxes for the three properties were \$1,554 for the entire year.

If the Town tried to sell the properties, each would have questionable titles as the owners would not be notified. The Town could auction the properties off. Once purchased, it would start the 20-year adverse possession law clock per NH RSA 508:2. Alternatively, the Town could advertise and sell the properties via sealed bid. However, RSA 508:2 would still apply.

Chairman Walker asked about the advantages and disadvantages of waiving the taxes. Tax Collector Gayle Landry noted that they waive the taxes every year so that they do not build up over time. She suggested that the assessments of the properties should also be looked at, believing the properties were all over assessed.

It was agreed that the taxes would continue to be abated as a housekeeping process.

A member of the public wondered if abutters to the properties might know who the owners were. Chairman Walker believed that might be possible with the property on Rt 127 (Map 256, Lot 22.1). However, he doubted that would be the case for the landlocked land surrounded by Government forest land (Map 220, Lot 7). And the tiny corner lot was probably a corner of a lot in Andover (Map 251, Lot 10). Selectman Herbert felt it was likely owned by the abutter.

TA Rollins noted that surveys would need to be disproved, which would involve professional surveyors and additional title searches with a cost of thousands of dollars.

10) Adjournment

The next meeting was scheduled for September 15 at Academy Hall at 7 pm. Chairman Walker made a **motion** to adjourn the meeting at 7:53 pm. Selectman Herbert **seconded**. The **motion passed** with all in favor.

Respectfully Submitted,

Kimberley Brown Edelmann
Recording Secretary

These meeting minutes were reviewed and accepted on September 15, 2021.

Selectmen, Town of Salisbury