



Selectmen's Meeting Summary December 6, 2017

Chairman Ken Ross-Raymond	Present
Selectman Pete Ballou	Present
Selectman Joe Schmidl	Present
Town Administrator Margaret Warren	Present
Administrative Assistant Kathie Downes	Present

Visitors: Sandy Miller, Marcia Murphy, Ole Odegaard, Gayle Landry, Lisa Moody

Chairman Ross-Raymond called meeting to order at 5:40 PM.

- Review and Approve Minutes of 11/15th Meeting. **Selectman Ballou moved to accept the November 15th meeting summary, Selectman Schmidl seconded. All voted in favor.**
- Review Accounts Payable & Payroll registers. **Select board moved and accepted.**

Departments

- Road Agent MacDuffie – Monthly Update
 - Grading between storms – putting up signs – will probably have to trap beavers that are damming the Center Rd culvert.
 - Selectman Ballou suggested that road agent for a road project in a couple of years, paving the entrance and roadway at the transfer station as well as changing the entrance at that time.
 - Fire pond at junction of Raccoon Hill and Oak Hill Roads: The town does not own the pond but will need to maintain around the pond and should have easement. TA Warren to check with Planning Board to ensure this has been done
 - Topic of a proposed conceptual use at 289 New Road presented to Planning Board was discussed. Road Agent said he is aware of the request and will be involved with Planning Board regarding impact on town roads.
- Fire Chief MacDuffie – Monthly Update
 - Stats: 2 service calls; 1 tree in wires; 11 ems calls; 1 outside fire; 2 mutual aid fire; and 1 fire alarm
 - Chief related that the amount for the Emergency Management Building Upgrades Grant (Key Fob) is \$11,194.77 – which is in and out appropriation. TA Warren noted this will be put in the budget line item under town buildings projects.
 - Chief reported that the Fire Engine tank was emptied on floor. It had to do with the pressure relief valve and has been fixed. We should be able to take from 2017 budget – estimate of \$2,000.
 - Selectman Ross-Raymond asked for update on new vehicle. Chief noted there are no issues – he plans to meet with Dingee this month to go over status. Selectmen Ross-Raymond and Ballou would like to go with him for this meeting. Chief will try to set it up for Saturday, December 16th.
- Police log – month November 2017 – Total calls – 28: 1 – 911 hang-up; 2 – ambulance needed; 5 – burglar alarm; 1 – BOLO (be on look out); 1 – civil request; 1 – criminal mischief; 3 – hazardous operator; 1 – MV accident; 1 – animal complaint; 5 – request for service; 2 – road obstruction; 1 – shots fired; 1 – medical; 1 – theft; 1 stolen vehicle; 1 – welfare check

Old Business:

- Meeting Updates:
 - Planning Board – December 4th: Conceptual Review discussion for a Conditional Use Permit for 289 New Road, Tax Map 254 Lot 1.1. Located in the Agricultural Zoning District and owned by Timothy & Kathleen Jarvis.
- Meetings/Events – Reminders
 - December 7th Cemetery Trustees 4 PM –Academy Hall
 - December 9th Visit with Santa – hosted by SHS – 1 PM – Town Hall
 - December 11th Budget Committee – 7:00 PM – Academy Hall
 - December 20th Selectmen’s Meeting – 5:30 PM – Academy Hall
 - **Holiday Greetings and recognizing volunteers**
 - December 29th End of Year Selectmen’s Meeting – 5:30 PM – Academy Hall
- 463 Raccoon Hill Rd (Garfinkle) Update: Court ruled in Town’s favor. They have 20 days to comply with the order. Selectman Schmidl posted the notice on trailer on property to ensure they have been notified.
- 93 Whittemore Rd (Merchant) Update: He did call and state he is living in house with his mother and he was asked to confirm that in writing. To date we have not received his written confirmation.
- 522 Old Turnpike Rd (Legro) Update : Letter sent this week asking for clarification re: occupancy permit.
- DARE Graduation today – 5th grade - Excellent program with Sheriff Department and State Police representative and two selectmen attended. Selectmen requested a letter of thanks be sent to Merrimack County Sheriff Department.
- Window at TH – estimate to repair \$535 and estimate for replacement \$1450. Selectmen will have it repaired next year 2018.
- Selectman Ross-Raymond contacted TDS re Internet issue and spoke with Scott Brooks who affirms that TDS is not able to address issues outside their area. He recommended contacting CCI and suggests they have better relationship then Fairpoint. Selectman Schmidl will contact CCI once we have all contact info.

New Business:

- 19 Old Coach Rd (Martin) Discussion: Selectman Ross-Raymond spoke with Mr. Martin regarding the damaged truck parked in state right of way. Mr. Martin said he is trying to contact owner to have truck removed. Selectmen discussed how to get the truck towed. TA Warren to check with DOT and State Police to see who is responsible since it is State right of way.
- Disposing Trees recently cut at Recreation field and Maplewood Cemetery. Selectmen feel if resident wants to pick up wood from trees that are on town property that is fine. At this time town does not have a place to store the wood nor time to pick it up.
- Selectman Ross-Raymond related that he submitted to December lifeline a statement to clear up some misconceptions regarding recent tax bills. General discussion followed.

Public Comments:

- **Lisa Moody – South Rd:** two issues she wanted to discuss. First: the wood that is along side the roads that has been cut – can anyone take that? *Selectmen explained the wood belongs to the land owner. However, the town has wood from trees cut at Maplewood Recreational field and soon at Maplewood Cemetery that any citizen is welcome to take on a first come basis.* Second: She is very upset with our town assessors and the fact that she has been paying for her neighbor’s barn for the past four years because assessor put on wrong property. She has had it removed from her assessment card but wants to be reimbursed what she paid for that building the last four years. *Selectmen explained she can file abatement form by March 1, 2018 for this year’s tax bill but it cannot be done retroactively. However, Selectmen assured her that they will be in contact with assessors and state officials to see if there is any recourse for her situation.* Ms. Moody stated she will not pay her taxes until she gets reimbursed. *TA Warren noted that she certainly can decided to not pay taxes but after 12/12/17 date taxes are due, she will be charged interest for unpaid taxes. It was also noted that the burden of proof of discrepancies lies with the property owner. Selectmen assured her they will look into her complaints and will be getting back with the decision.*

- AA Kathie Downes related that she attended the function “A Christmas Carol” reading sponsored by 250th Committee last Sunday, December 3rd. About 20 people turned out for it and Paul Hayden and Katia Greene gave a marvelous reading. A letter of appreciation will be sent from the Town office to Nancy Hayden for putting this together and to Paul and Katia.
- Marcia Murphy – Franklin Road asked who decides on abatements. *Selectmen have assessors review and recommend and then Selectmen make final decision.*
- Sandy Miller – North Road: What if we have to pay back due to abatement and do not have enough appropriated in that line item. *Town would have to take overages from general fund.*

Selectmen (consult w/ TA Warren, etc.) Proposed Budget Items: 2018 Proposed Budget:

Line Item – Department	Discussion
4130 – Executive	TA Warren explained the bottom line for 2018 Executive, was just over 2% increase from the 2017 budget. At this time Chairman Ross-Raymond said that he could not recommend an increase for the TA, he didn’t know how the others felt about it. Selectman Schmidl agreed with no increase and Selectman Ballou stated he felt it should have been discussed in non-public; to which TA Warren voiced her agreement. TA Warren continued through the rest of the numbers and Schmidl moved to accept the \$101,453. New total which allows for 2% increases for AA, Municipal Secretary and Bookkeeper, Ross-Raymond seconded. Ballou abstained.
4140 – Elections etc.	Three elections this year for a total of \$3,700. Schmidl moved to accept the \$3,700. total, Ross-Raymond seconded. All agreed.
4150 – Financial Adm.	2018 is when we sign new contract with assessor. Selectmen feel in light of complaints about our assessor, town should put out RFP. Figures for all line items discussed noting that 4150-37 – website is for service contract of \$1500 and \$1200 for staff person to manage the website. Final figure for all of 4150 (including tax collector lines already accepted) is \$82,086. Schmidl moved to accept the tentative figure of \$82,086. Ross-Raymond seconded. All agreed.
4153 – Legal	Same as last year with adjustment in each line. Total for 2018 \$12,000. Selectmen moved and accepted.
4155 – Pers. Adm	Same as last year - \$35,300. Selectmen moved and accepted.
4194 – General Gov’t Bldg	Decreased heating fuel line to \$10,000 and added \$11,200 to GB Bldg Project for Emergency Management Building Upgrades Grant bringing total to \$79,800. Selectmen moved and accepted.
4196 – Insurance	Will review on January 3 rd BOS meeting
4197 – Ad & Asso Dues	Same as last year - \$4,800. Selectmen moved and accepted.
4199 – Other Gen Gov’t	Same as last year - \$1,000. Selectmen moved and accepted.
4316 – Utilities & Street Lights	Same as last year - \$2,500. Selectmen moved and accepted.
4325 – Solid Waste Clean-up	Will review at January 3 rd , 2018 BOS meeting
4415 – Health Agencies	Same as last year - \$3,000. Selectmen moved and accepted.
4442 – Direct Asstce	Increase in CAP of \$150. Making total for 2018 \$27,000. Selectmen moved and accepted.
4583 – Patriotic Observ	Need to look at actually expenditures of OHD – and decide what to put in for Sestercentennial line item (one time only – 2018). Will review at January 3 rd 2018 BOS meeting.
4711 – Debt Svcs – Principal	Same as last year - \$86,912. Selectmen moved and accepted.

4721 – Debt Svcs – Interest	Will review at the January 3 rd BOS meeting.
4723 – Interest – TANS	Reduced line to \$100 to keep open. Selectmen moved and accepted.

Correspondence / Signature:

- Sign the Update Winter Parking Ordinance - signed
- Need to formally accepted tonight donation of snow blower valued at \$1000. Moved and seconded and accepted. Thank you letter for snow blower was signed and will be sent to Mrs. Stonemetz. Snow blower will be housed at the Maplewood Recreational Field – building.

Other: All business that shall legally come before the Board - Non-Public Session – if warranted:

Selectman Ballou moved to adjourn at 7:45 PM; Selectman Schmidl seconded. All voted affirmative.

Respectfully submitted:

Kathie Downes
Administrative Assistant

Meeting Summary reviewed and accepted at the December 20th Meeting.

Selectmen, Town of Salisbury