



Selectmen's Meeting Summary December 5, 2018

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

Visitors: Sandy Miller, Jim Hoyt, Nancy Hayden, Marica Murphy, Gayle Landry, Bill MacDuffie.

Chairman Ross-Raymond opened the business meeting at 5:30 PM.

- Review and Approve Minutes of 11/21/18 Meeting. **Selectman Schmidl moved to accept the November 21st meeting summary, Selectman Ballou seconded. All voted in favor.**
- Review Accounts Payable & Payroll registers. **Select board moved and accepted.**

Departments

- Road Agent MacDuffie – Monthly Update
 - Been busy with plowing and winter maintenance last couple of weeks.
 - TA Warren noted he will need to get a Contract from Pike Industries to encumber the remaining 2018 North Road project appropriation.
- Fire Chief MacDuffie – Monthly Update
 - Stats: 13 EMS calls; 3 CO calls; 4 wires; 3 MV calls; and 3 Fire calls
 - Chief reported they have new officers: Josh Nixon, Deputy Chief; Brendon Lorden, Captain and Cameron Lorden, Lieutenant. Bill MacDuffie, Jr. is still Chief.
 - General discussion with BOS and Chief re: outside ambulance appropriation. Selectmen met with Boscawen Selectmen for discussion of outside ambulance coverage last week. It was noted a meeting with Penacook Rescue to get firm figures is needed soon. To prepare for this, Selectman Ross-Raymond will facilitate a joint meeting for January 3rd with Boscawen, Franklin, Salisbury for discussion of costs potential long-term services. He will confirm date and where meeting will be held. Chief MacDuffie will also be speaking with Franklin delegation regarding possible coverage for Salisbury. Budget amount of \$72,000 for Penacook Rescue coverage is still not 24-7. Salisbury will still be doing some transports. Jim Hoyt asked what would it cost for Salisbury to do own 24-7 coverage. Chief said it would be \$450,000.
 - Chief did relate we still need to move forward with obtaining Hopkinton Ambulance vehicle.
- Police log – month of November 2018 – total calls 43: 2 - 911 hang up; 1 - Ambulance needed; 1 - Assault in progress; 1 - Assist motorist; 1 - Burglar alarm; 1 - Department assist; 1 - Domestic in progress; 2 - Hazardous operator; 1 - K-9 unit request; 6 - MV accident; 4 - Request for services; 2 - Sex offender registration; 1 - Shot fired; 1 - Subpoena service; 3 - Suspicious activity; 8 - Theft; 1 - Untimely death; 4 - Vehicle off road; 2 - Welfare check. Report on file in Selectmen Office.

Old Business:

- Meeting Updates:
 - Planning Board met November 26th and worked on proceeding with getting a warrant article for 2019 town report re: sign ordinance. Planning Board will be meeting December 17th to get ready for a public hearing meeting on the issue in January.
- Meetings/Events – Reminders
 - December 6th – Cemetery Trustees Meet – 4 PM – Academy Hall
 - December 8th - Visit with Santa – hosted by SHS – 1 PM – Town Hall
 - December 10th - Budget Committee – 7:00 PM – Academy Hall
 - December 13th – Recycling Committee – 7:00 PM – Academy Hall
 - December 19th Selectmen’s Meeting – 5:30 PM – Academy Hall
 - **Holiday Greetings and recognizing volunteers**
- Town Hall/Library Water System: TA Warren reported we have one bid of \$4000 and she is getting another bid. The decision of which to go with before end of year so we can encumber the money.

New Business:

- Emergency Management Performance Grant: The Select Board, in a majority vote, accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$5,480.00 for the purchase and installation of door security, a television and television mount for the community’s Emergency Operations Center. Furthermore, the Board acknowledges that the total cost of this project will be \$10,960.00, in which the town will be responsible for 50% match (\$5,480.00).
- Town Office Staff will begin using time clock beginning January 1, 2019.
- The outlets for Academy Hall-Upstairs have been added as per DOL-Safety Check.
- 2019 Budget Proposed Figures: TA Warren presented the following proposed budget figures for 2019.

Line Item – Department	Discussion
4210 – Police – BOS/TA Warren	\$19,800. down by \$200. Reduced pistol permits line item.
4130 – Executive	\$103,800.
4140 – Elections (without Town Clerk0	\$1,300. – down only one election this year
4150 – Financial Adm (without Tax Collector)	\$62,700. – up by \$1,300 with increases in Equipment Expense; Trust Fund Expense; Treasurer salary; State and county fees and Supplies.
4153 – Legal	\$14,000. – up by \$2000 for planning board
4155 – Personnel Adm	\$35,600. – up by \$300
4194 – General Gov’t Bldg	\$68,850. -down by \$10,950. (will encumber for water system out of 2018)
4196 – Insurance	\$18,239. – up by \$484. workman’s comp
4197 – Advert & Asso Dues	\$4,800.
4199 – Other Gen Gov’t	\$1,000.
4316 – Utilities & Street Lights	\$2,500. (as a side note: electrician will be adding a switch for ballpark light)
4415 – Health Agencies	\$3,000.
4442 – Direct Assistance	\$22,000. – down by \$5000. Decreased general assistance.

4583 – Patriotic Observations	<p>\$4,000. Nancy Hayden asked for a \$300.00 increase in the OHD budget for next year's OHD from \$3,500 to \$3,800. Selectman Ross-Raymond suggests increasing by \$500.</p> <p>Also, Nancy noted she has researched PA systems through Amazon ranging in price between \$90.00 – \$229.00. Selectman Schmidl offered to look over the PA systems before one is purchased. This will be taken from general supplies.</p>
4711 – Debt Services – Principal	\$86,912. – note Safety Bldg loan paid off in 2019 and Pingree in 2022.
4721 – Debt Services – Interest	\$8,085.
4723 – Interest – TANS	\$100.00
<p>*Note: Motion made and seconded that all above department proposed 2019 budget figures presented tonight are accepted by BOS .</p> <p>These will be presented to Budget Committee on December 10th.</p>	
Discussion of Salary Increases for 2019	At BOS Meeting 12/5/18 - Selectmen confirmed accepting salary increases for 2019 budget for departments. Budget Committee need to review and decide on salary increase issue previously discussed at the 11/19/18 meeting.

Public Comments:

- Jim Hoyt asked about checks written for fees for last couple of months that have not cleared his bank. TA Warren acknowledged she has not gotten a chance to deposit them yet and will do so.
- Sandy Miller asked what was bid for Tahoe. (\$150). Also asked about status of high-speed internet for North Road. Selectman Schmidl is still working with CCI.

Correspondence / Signature:

- SOPs approved and signed by Board of Selectmen and will be posted in notebook.
 - #93-008 – Petty Cash
 - #93-002 – Town Mail Distribution
 - #92-003 – Roadside Tree Trimming and Mowing
 - #92-002 – Town Grounds Maintenance
- A letter of resignation from Melvin Bowne as Supervisor of Checklist and as Sexton was received for personal issues. Selectmen reluctantly accept his resignation letter. Acknowledgement letter and fruit basket will be delivered to Melvin at the MCNH.

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

Non-Public Session: (as necessary) At **6:55 PM motion to enter Nonpublic Session per RSA 91-A:3: II (a) personnel made by Selectman Ross-Raymond, Seconded by Selectman Schmidl. Roll Call Vote:**

Ken Ross-Raymond - √ Pete Ballou - √ Joe Schmidl - √

Public session reconvened at 7:45 PM. Motion made by Selectman Schmidl to seal the non-public minutes, seconded by Selectman Ballou. All voted affirmative.

Selectman Schmidl moved to adjourn at 7:50 PM, Selectman Ballou seconded. All voted in favor.

Respectfully submitted:

Jill Colardeau
Municipal Assistant

Meeting Summary reviewed and accepted at the December 19, 2018 Meeting.

Selectmen, Town of Salisbury