



Selectmen's Meeting Summary

September 18, 2019

Chairman Ken Ross-Raymond	Present
Selectman Pete Ballou	Present
Selectman Jim Hoyt	Present
Town Administrator Margaret Warren	Present
Municipal Assistant Jill Colardeau	Present

Visitors: Steve Wheeler, Marcia Murphy, Gayle Landry, Sandy Miller, David Rapalyea, Dora Rapalyea, Lou Freeman, Rick Chandler, Bill MacDuffie, Jr., Bill MacDuffie, Sr., Sharon MacDuffie, Mike Sweeney, Loretta Razin, Scott Sweat, Salvatore Morgani, Mary Heath, Kathie Downes, Judy Elliott, John Herbert,

Chairman Ross-Raymond opened the meeting at 6:05 PM.

Regular Business:

- Review and Approve Minutes of the 9/4/19 meeting. **Chairman Ross-Raymond made a motion to accept the September 4, 2019 meeting summary. Selectman Ballou seconded. All voted in favor.**
- Review Accounts Payable & Payroll registers. **Select Board moved and accepted.**

Public Information Meeting:

- **Hazard Mitigation Plan 2019 -**
- TA Warren - She explained the purpose of the Hazard Mitigation Plan is so the Town will remain eligible to receive FEMA grants, mitigation funds, including weather event declarations, and any grant/programs that are available and funded by the federal government. FEMA now requires the plans be updated/re-submitted for approval every 5 years, it used to be 10 years, so this is an update of the 2014 Plan. The Committee worked hard and included Stephanie Alexander from CNHRPC, who really kept us on task and was a god send with the paperwork and scheduling. Also, the Road Agent/Fire Chief put in many hours. The Committee has been meeting since just after Town Meeting this year, on a regular basis. Our Committee has consisted of myself, the Road Agent/Fire Chief MacDuffie, Ray Deary, Joe Schmidl, Fred Regan from the School District, Hiliary Denoncourt, the Selectmen, FEMA reps as well as all neighboring towns. Some of the profile data shows the Town, consisting of about 40 square miles, experienced an overall growth rate of 135% since 1970.
- Fire Chief /Road Agent MacDuffie - He noted they had to look at all the potential hazards and have plans in place, whether it be a cyber-attack or trees falling down.
- Chairman Ross-Raymond - He noted it would take 60 days for FEMA approval and the Board of Selectmen would then vote to adopt the Plan. He noted a permanent Hazard Mitigation Committee should be formed to review and update the Hazard Mitigation Plan yearly to reduce hazards and qualify for flood grants.
- Loretta Razin - Noted CNHRPC submits the final Plan version and signed COA to NHHSEM/FEMA for formal approval. FEMA provides a Letter of Formal Approval indicating the Plan will expire in 5 years. The Hazard Mitigation Committee meets and completes Actions in Mitigation Action Plan between 2020 – 2024.

Departments:

- **Safety Committee - Academy Hall issues -**
 - Town Clerk/Tax Collector's rear exit door needs to be reversed to swing outside instead of inside. The siding on the outside wall has also been bubbling and needs to be taken off and the underneath put on correctly. Chairman Ross-Raymond noted this should be put on the To Do Project List.
 - TA Warren noted the need for a security camera outside to see who is entering Academy Hall for safety reasons. Chairman Ross-Raymond asked her to obtain three quotes on security cameras.
 - Chairman Ross-Raymond noted Ralph Platte took care of the basement door at the Town Hall.

- TS Manager Wheeler noted the eye wash station was recently updated. Also, a stairway has been installed between the upper and lower level.

Old Business:

- **Primex - extending Contribution Assurance Program** - TA Warren noted making a resolution since there have not been any sufficient increases. Any increases would be capped at 9%. **Chairman Ross-Raymond made a motion to extend the Contribution Assurance Program. Seconded by Selectman Hoyt. All voted in favor.**
- **Police/Firearm Items/Inventory List/Status** - Selectman Ballou will make arrangements to pick up the firearms at the Safety Building and bring these items to the Barn Store and Marshall's Firearms to sell.
- **Transfer Station Lighting estimate** - Scott Sweat provided an estimate for lighting at the Transfer Station over the three containers which didn't include a used generator at \$7,200. Chairman Ross-Raymond noted since the estimate is over \$3,000, we will need to put it out to bid. It was noted the price for the 8500 watt generator to purchase separately would be \$850. **Chairman Ross-Raymond made a motion to purchase the generator for \$850. Selectman Ballou seconded it. All voted in favor.** It will be paid with a check from the Capital Reserve Fund out of the Transfer Station to cover.
 - TS Manager Wheeler would like a notice placed on the Town Facebook page regarding tire disposal. They have received tires w/rims on them and rims are not allowed. Currently, tires are taken without a fee. He would like a decision from the town if we want to continue absorbing the cost of tire/snowmobile treads disposal. He noted the NRRA has a contract with a company going throughout NE picking up used tires and grinding them up for playgrounds and other purposes, keeping them out of landfills. The company would pick up a minimum of 50 tires which would need to be stored undercover. The cost would be under \$2.00 per passenger tire, \$10.00 for larger truck tires but no hauling charge. TS Manager Wheeler will bring in a price sheet w/him at the next BOS meeting.
 - Chairman Ross-Raymond will talk with Road Agent/Fire Chief MacDuffie and come up with a location within the traffic flow, not affecting snow removal operations, at the Transfer Station and ask him to move a container to that area.
- **NH DOT Driver Feedback signs** - The NH DOT will not allow school district signs on Rte. 4 since the school does not abut Rte. 4. TA Warren noted Mike Tardiff from the CNHRPC is working with us and she will contact him to find out what we are allowed to do. Selectman Hoyt noted the SES has reversed the way vehicles enter and exit the school so traffic has not backed up onto Rte. 4 or Whittemore Rd.
- **Penacook Rescue Contract** - Chairman Ross-Raymond noted we have not received the contract back from Penacook Rescue to sign. Fire Chief MacDuffie thought they would be incorporating all changes from us and other towns to make one contract for all the towns involved.
- **Personnel Regs** - Chairman Ross-Raymond noted to TA Warren he would change the rule for employees to give a 30-day notice for vacation instead of 2 weeks.

Meeting Updates:

- Cemetery Trustees (9/5) - Chair Chandler noted the newly sealed stone wall is finished. He has met with Mr. Walker at the Congregational Cemetery and approval was granted to toss leaves and debris in a pit in the back of Mr. Walker's property. The Cemetery Trustees will purchase a gate at the Barn Store to close off the area. They are planning a volunteer day and will let people know when a date is selected. Chair Chandler noted the cemetery mowing and maintenance workers are doing a good job - with only one complaint which was taken care of.
- Planning Board (9/5) - Talked about the sub-division on Raccoon Hill Road.
- Old Home Day wrap-up mtg. (9/11) - Cancelled. Chair Hayden noted she will be stepping down as Chair.
- Planning Board (9/16) - Nothing noted.

Meeting Reminders:

- 9/25 - Conservation Commission 7 PM at Academy Hall.

New Business:

- **Brush Removal estimate of \$430 at the Safety Building/Andrew Perkins - Chairman Ross-Raymond made a motion to approve the \$430 for brush removal at the Safety Building. Seconded by Selectman Hoyt. All voted in favor.**
- **National Walk to School Day at SES on October 2, 2019** - NH State Police have been notified.
- **Pelletier Abatement** - TA Warren brought up Oak Hill Road sub-division included 2 lots that weren't properly merged but just included in 2016 subdivision approval and recorded by the Planning Board. Consequently, Mr. Pelletier, (2014 Ltd. Partnership), has received a tax bill since and just discovered it this year – brought it to our attention and he will apply for an abatement for 2016, 2017, and 2018 which the Board has the authority to grant for more than 1 year. The surveyor and town's fault for not deleting the extra lot and Mr. Pelletier was then advised to submit the request. Chairman Ross-Raymond asked how much it would be and TA Warren explained the Tax Collector would provide the amounts.
- **CIP** - (due to Planning Board on 10/3rd) - Department Budgets begin October 2nd.

Public Comments:

- David Rapalyea, from the Supervisors of the Checklist, noted the work space set up for them is not acceptable. The phone/internet cable is too short to move the desk space up onto the stage area upstairs at Academy Hall. Chairman Ross-Raymond asked Scott Sweat to give us a price on moving the cable hookup.
- Sandy Miller asked when GMI are going to finish up on North Road?
- Dora Rapalyea, from the Salisbury Historical Society, asked for a cement base to be poured where a headstone from the Civil War will be placed in the cemetery prior to a planned ceremony.

Other:

- John Herbert, former Town Moderator and Bookkeeper, offered to fill in the remainder of Selectman Ballou's term for 6 months. **Selectman Hoyt made a motion to swear in John Herbert as Selectman for 6 months, prior to the BOS meeting on October 2nd. Chairman Ross-Raymond seconded. All voted in favor.**

Other/Recap: Decisions Made at this Meeting -

- Selectman Ballou will pick up firearms and miscellaneous items to the Barn Store and/or Marshall's Firearms to sell.
- TA Warren to obtain three quotes for security camera outside of Academy Hall.
- TA Warren to obtain three quotes on lighting at the Transfer Station.

Chairman Ross-Raymond made a motion to adjourn at 7:15 PM. Selectman Ballou seconded. All voted in favor.

NEXT MEETING: October 2, 2019 at 6 PM - 2020 Budget Prep begins

Respectfully submitted: Jill Colardeau, Municipal Assistant

Meeting Summary reviewed and accepted at the October 2, 2019 meeting.

Selectmen, Town of Salisbury