



Selectmen's Meeting Summary

November 20, 2019

Chairman Ken Ross-Raymond	Present
Selectman John W. Herbert	Present
Selectman Jim Hoyt	Present
Town Administrator April Rollins	Present
Municipal Assistant Jill Colardeau	Present

Visitors: Shawn Brechtel, Marcia Murphy, Gayle Landry, Sharon MacDuffie and Bill MacDuffie, Sr.

Chair Ross-Raymond opened the meeting at 6:00 PM.

Discussion with Mark Vattes - 2020 Census:

- Mark Vattes did not present for the meeting as scheduled.

Review & Approval of Draft Minutes:

- October 30, 2019 - **Chair Ross-Raymond made a motion to accept the October 30, 2019 meeting summary. Seconded by Selectman Hoyt. All voted in favor.**
- November 6, 2019 - **Chair Ross-Raymond made a motion to accept the November 6, 2019 meeting summary. Seconded by Selectman Hoyt. All voted in favor.**

Signatures:

- **Review Accounts Payable & Payroll Registers - Select Board moved and accepted the amount of \$34,696.36.**
- **Other Documents:**
 - Penacook Rescue Agreement -**
 - Chair Ross-Raymond asked what the effective date is on the contract. He noted this is the first contract we will be signing with Penacook Rescue although we have been utilizing their services right along and it will be a year this coming January.
 - Shawn Brechtel from Penacook Rescue noted we could start the contract a month after Town Meeting or the first of the new year. He also noted this is the first contract they have had in 64 years. It has always been done in the past with a handshake. He noted the other towns are doing 6-months' notice for termination, so it gives Penacook Rescue and the towns time to find and contract other services.
 - Chair Ross-Raymond noted the Town of Salisbury is still interested in making quarterly payments to Penacook Rescue for their services. Shawn Brechtel noted quarterly payments are fine with them.
 - Chair Ross-Raymond noted the cost last year was \$72,000. Shawn Brechtel noted there is a 5% increase effective April 2020 which is divided by all three towns, making the new amount of \$75,600 for the upcoming fiscal year.
 - General discussion regarding Fire Chief MacDuffie being in agreement and our legal counsel has reviewed the contract.
 - **Chair Ross-Raymond made a motion to approve and sign the Penacook Rescue Agreement to start January 1, 2020. Seconded by Selectman Hoyt. All voted in favor.**
 - Shawn Brechtel inquired if the town is still interested in receiving Penacook Rescue monthly stats from them and the Selectmen noted they would.

Notice of Intent to Cut Wood or Timber -

- TA Rollins noted the Selectmen are signing a Notice of Intent to Cut Wood or Timber on Map 253, Lots 2.5, 2.6, 2.7.
- TA Rollins noted the Selectmen are signing a Notice of Intent to Cut Wood or Timber on Map 255, Lot 11.

Yield Tax -

- TA Rollins noted the Selectmen are signing a Yield Tax on Map 256, Lot 5.

Veteran's Exemption -

- TA Rollins noted the Selectmen are signing a Veteran's Exemption on Map 207, Lot 2.

Department Updates:**Safety Committee - quarterly**

- Chair Ross-Raymond noted he had replaced a light at the Library recently which was a safety issue.
- Selectman Herbert asked if Walter Scott would be shoveling snow this winter at the town buildings. TA Rollins noted he should be and she would be checking with Jerry Williams to see if he can be a back-up for Walter Scott.

New Business:

- **Department of Labor - Bi-weekly Payroll** - Chair Ross-Raymond noted the bookkeeper had asked for a policy change regarding when employees are paid effective as of January 1, 2020. A letter was sent to the Department of Labor (DOL) requesting permission to pay employees on a bi-weekly basis if they had been previously paid on a weekly basis. The DOL responded back noting due to a change in RSA 275:43 that permission is no longer required from their department as long as:
 1. No complaints are received from the employees involved.
 2. Payroll is regularly satisfied on the designated pay day.
 3. The information provided in our request letter does not change.
- **Selectmen's Meeting - January 1, 2020** - The first Wednesday of January 2020 falls on January 1st which is the New Year's Day holiday. The Selectmen noted they would cancel that one and post another BOS meeting for the month of January 2020 if needed.
- **Tax Bills Due December 11th**

Old Business:

- TA Rollins noted Deputy Treasurer Sweeney's resignation letter effective 11/6/19 would need to be voted on. **Chair Ross-Raymond made a motion to accept Deputy Town Treasurer Sweeney's resignation letter effective as of November 6, 2019. Seconded by Selectman Hoyt. All voted in favor.** Chair Ross-Raymond thanked Treasurer Sweeney for her service to the town.
- Chair Ross-Raymond noted he received an invite to the D.A.R.E. graduation at the Salisbury Elementary School on December 17th. Selectman Herbert asked if we had any children involved the D.A.R.E. program, which we do. Chair Ross-Raymond asked how much the town donates towards it. TA Rollins noted the town purchased \$180 dollars in program materials.
- **Mason Alarms quote of \$1,989.00 for Security Camera at Academy Hall** - Chair Ross-Raymond noted TA Rollins can check with the office staff if a security camera is needed.

- **CCI/TDS/WiValley Update for BOS Meeting on December 4th, 2019** - Chair Ross-Raymond noted he had contacted WiValley and will request a representative from the company to attend the BOS meeting on December 4th regarding broadband services for North Road and Flaghole Road. He has also contacted the CCI representative who has been in contact with TDS regarding TDS providing services in the CCI territory. He is waiting for a call back from TDS.

Selectmen's Report:

- Selectman Herbert noted he had attended the New Hampshire Municipal Association Conference (NHMA) in Manchester this month and attended workshops on the Right to Know Law and Legislative Updates. He noted Planning Board member Stacia Eastman had also attended the conference. Chair Ross-Raymond noted the NHMA also provides seminars/webinars on line.
- Chair Ross-Raymond noted before the next BOS meeting they will need to have a discussion regarding the Volunteer Appreciation Night scheduled for December 18th and report back to TA Rollins with any decisions.

Town Administrator's Report:

- TA Rollins handed out the CNHRPC annual traffic count survey for 2019, which can be found on their website at cnhrpc.org.
- TA Rollins noted the Old Home Day Committee is looking for a new chair and new members to help with preparation, scheduling and organizing the annual Old Home Day event. If you are interested in serving your community please contact the Selectmen's Office by calling #648-6320 or by email at salisburyadmin@tds.net. TA Rollins provided recent meeting minutes from the Old Home Day Committee and asked if the Selectmen wanted to advertise for the volunteer position.
 - Selectman Herbert noted the OHD Chair Hayden is no longer able to continue in this position due to her work schedule.
 - Chair Ross-Raymond noted the need for an OHD chair and new members. He noted this information should be listed on the town website, our Facebook page and posted on the outdoor sign at the Safety Building.

Public Comments:

- Bill MacDuffie, Sr. wanted to renew a gravel pit excavation permit previously owned by Peter Merkes, now owned by Nicodemo Scarfo. Chair Ross-Raymond noted since both names appeared on the old permit it is as simple as renewing the new one. **Chair Ross-Raymond made a motion to renew the gravel excavation permit submitted by Bill MacDuffie, Sr. Seconded by Selectman Hoyt. All voted in favor.**

NEXT MEETING: December 4, 2019 at 6 PM

Non-public Session: At 6:39 PM a motion to enter a non-public session per RSA 91-A:3: III (c) was made by Chair Ross-Raymond. Seconded by Selectman Herbert.

Roll Call Vote:

Ken Ross-Raymond - Aye John W. Herbert - Aye Jim Hoyt - Aye

They reconvened the public session at 6:54 PM.

Chair Ross-Raymond announced no decisions were made.

Motion made by Selectman Hoyt to seal the minutes of the non-public session. Seconded by Chair Ross-Raymond. All voted unanimously.

Selectman Herbert made a motion to adjourn at 6:58 PM. Chair Ross-Raymond seconded. All voted unanimously.

Respectfully submitted:
Jill Colardeau, Municipal Assistant

Meeting Summary reviewed and accepted at the December 4, 2019 meeting.

Selectmen, Town of Salisbury

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