



Selectmen's Meeting Summary January 7, 2015

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

Visitors: see sign in sheet attached with original summary on file.

Chairman Ross-Raymond called meeting to order at 6:30 PM.

- o Review and Approve Minutes of last meetings - December 17, 2014 & January 2, 2015.

Selectman Schmidl moved to accept the summaries as written, Selectman Ballou seconded. All voted in favor. Selectman Ballou moved to accept the summary for non-public session of 1/7/15, Selectman Schmidl seconded. All voted in favor.

- o Review Accounts Payable & Payroll registers. **Select board moved and accepted.**

1st Quarter - Safety Committee Update:

Things Completed:

- o Library basement has been dried out – and dehumidifier added.
- o Hazardous Mitigation Plan approved by FEMA
- o Eye Wash Station for Transfer Station (replacement)
- o Safety issues accomplished at Transfer Station – closed opening between paper and glass containers; grade area below construction debris container.
- o Library door entry latch repaired

To Do:

- Get more info re: removing damaged insulation and replacement of insulation in basement of Library. After this is accomplished – get alarm system reactivated.
- AH- Install a gate/barrier in front during winter months – to avoid ice on ground and from roof. There is the other access way via the ramp that would be used during winter months.
- Hazardous Mitigation Plan – TA to set up committee
- Put in cement slab below construction debris container.

Departments:

Road Agent MacDuffie – monthly update:

- Regular winter maintenance of sanding and plowing.regular
- Do we need warrant article to do the ledge work on Little Hill/Coughtown (\$6,000). TA Warren noted Selectmen are agents of that CRF and no warrant article is needed.
- Culvert on Warner was not replaced in 2014 – so asked to encumber remainder of the \$18,000 so work can be done from that appropriation. Selectmen agreed to have this sum encumbered.

Police log – 35 calls in December: 1 - 911 hang up; 1 - abandoned vehicle; 1 – ambulance needed; 1 – assault in progress; 3 – burglar alarm; 4 – civil standby; 2 – criminal mischief; 2 – domestic past tense; 1 – hazardous operator; 2 – MV accident; 4 – requests for service; 1 – restraining order; 2 – sex offender registration; 1 – subpoena service; 1 – medical (suicidal); 1 – theft; 4 – traffic stop; 1 – VIN verification; 1 – wanted person; and 1 – welfare check. Report on file in BOS office.

Old Business:

- Meetings Updates:
 - PB met 1/5 worked on home occupation changes to be ready for town report and town meeting; discussed cistern vs sprinklers / leaning toward cisterns
- Reminder of Meetings:
 - Budget Committee – Monday, January 12th
 - OHD - Thursday January 15th
- Final review of 2015 Proposed budget figures. Board noted they had a work session on budget figures January 2nd and went over the bottom line figures. These will be reviewed with Budget Committee Monday, January 12th at their meeting.

The one thing they wanted to discuss had to do with Cemetery maintenance and mowing and having this be a town position rather than going out to bid. Town already has a town maintenance/mowing employee position and are looking at combining the duties of cemetery maintenance/mowing into this position. Rick Chandler and Melvin Bowne, Cemetery Trustees both feel this is a good idea. Selectmen moved to combine these duties into town position and Board and TA Warren will work with trustees to come up with criteria for the job duties and position will be posted early spring.

- Review Warrant Articles - for 1/12/15 Budget Meeting (draft WA attached to original minutes) Total of Warrant Articles is \$109,700.

Selectman Ross-Raymond noted board has been discussing putting off replacing tanker by couple of years to allow the option of purchasing vehicle same time another town does as a savings measure. Chief MacDuffie is concerned with this option as if don't replace the tanker as scheduled work will be needed on the present tanker. Both Selectman Ross-Raymond and Chief MacDuffie will do some more research and this will be discussed further at next BOS meeting – January 21st.

- Selectman Ross-Raymond noted that at the work session question came up re: if decisions can be made and binding at a properly noticed meeting for a work session. Response from LGC states the right to know law requires that public bodies hold public meetings (with exceptions) and properly notice their meetings. A public body can take any action within its jurisdiction during a properly noticed meeting. (copy of legal response is filed with original summary).

New Business:

- Budget Public Hearing - February 9th – Academy Hall – 7 PM
- Selectmen End of Year Report – Selectmen to review draft and make edits, changes etc. and get back to Kathie before next meeting.
- Declaration for Candidacy – filing period is Jan 21 – Jan 30, 2015.
- Notice that IRS is recommending mileage increase. After discussion board moved and approved to leave mileage rate at 56 cents for time being.

- TA Warren noted that citizen has requested slow – horses / walkers sign for Warner Rd. Selectman Ross-Raymond noted he will purchase caution horses signs if RA MacDuffie does not currently have any in stock.

Public Comments:

General comments were made during the meeting.

Correspondence:

- Gail Henry, Chair for the Library Trustees sent letter requesting Sally Jones and John Kepper be appointed as alternates this year. **Selectman Ballou moved to appoint John Kepper and Sally Jones as Library Trustee alternates for 2015. Selectman Schmidl seconded. All voted in favor.** Letter will be sent back to Library Trustees.

Other: All business that shall legally come before the Board

Non-Public Session: (as necessary)

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

Respectfully submitted:

Kathie Downes

Administrative Assistant

Meeting Summary reviewed and accepted at the January 21, 2015 Meeting.

Selectmen, Town of Salisbury