



## Selectmen's Meeting Summary August 5<sup>th</sup>, 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 5:30 PM.

- Review and Approve Minutes of the last meeting – July 15<sup>th</sup>, 2015. **Selectman Ballou moved to accept the summary as written, Selectman Schmidl seconded. Motion passed.**

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

### Department Updates/Issues:

#### Road Agent MacDuffie

- Have cleaned the ledges between Little Hill and Warner Road and getting ready to blast.
- Have done a little grading and slab at transfer station poured today for construction debris container.
- Paving – Center Road – wanted to have it done before September 1<sup>st</sup> - but going with Edmunds (best price) but asphalt plant not up and running yet.
- Town Administrator gave Road Agent the Salt quotes – info letters received to date.
- Selectmen asked about the spraying of bamboo alongside of road – State requested more information before issuing Permit for spraying. Should be done when plant is flowering around 1<sup>st</sup> September and before frost.
- Sandy Miller asked Road Agent MacDuffie if he would be doing road side moving this fall. He indicated yes.

#### TS Manager Wheeler

- Letters of Interest for TS Assistants: One received from Pete Ballou. Mr. Ballou said he is withdrawing his interest at this time for personal reasons. However he will fill in as he has been doing when needed– but not interested in job. Town Administrator will repost the position.
- Mr. Wheeler discussed with the Board the budget and explained some costs reduced for remainder of 2015 as rental of machine will stop effective end of this month. He went over new costs for balance of 2015 – including fuel; supplies and tools; repair of machine that was given to town by Mr. Sawyer. Board confirmed they accepted the machine at a previous meeting. Also will need to look at budget line items – restructuring the line items. General discussion regarding fixing the present machine as well as looking for one to replace it as soon as possible. Bill MacDuffie suggested Dennis Inman from Warner might be able to work on the old machine and other companies will be looked into. Selectmen, Steve Wheeler and MacDuffie will continue to look for a replacement machine. General consensus is to look for a backhoe and not a loader. CRF has approximately \$42,000.

- Wheeler asked about how to handle the things like hauling recycling trailers when needed. Bill Coughlin has said he would consider it – but does not have the proper hitch on his vehicle. Wheeler is suggesting continuing to do this – but at his old rate of pay and mileage. Selectmen agreed he should continue until other arrangements are made with present attendant and once another has been hired.
- Wheeler asked about how he gets paid – as Manager. Town Administrator indicated he can be paid – monthly or weekly – but he would put in a pay voucher either weekly, bi-weekly or monthly. Job functions that have to be accomplished such as maintenance of glass, metal and brush pile will be billed at \$12 per hour since there will be no billing for machine use after this month. All of this will need to be properly written into a revised Job Description and signed by Board and Manager.
- Regarding fuel for machine – Wheeler will need to purchase containers (Northern equipment running sale - \$170) and Town Administrator will work with Crossroads Store for getting fuel there – reminding Mr. Wheeler he will need to keep slips and turn in to TA/Bookkeeper monthly.

Library Trustees – Gail Henry: Spoke with the Board about the Urgent Memorandum re: Air Quality in Salisbury Free Library. The ongoing work done in an effort to mitigate the moisture and mold in the crawlspace (and possibly other areas) of the Library- has not identified the root of the problem. Trustees are requesting the Selectmen authorize hiring an air quality specialist to test the entire site ASAP. They recommend Yerhot Environment Solutions of Madbury, NH to a test and depending on the findings, hire ServPro (or a certified contractor) to fix the problem – and make sure it does not recur. The estimate for this is \$800 - \$1000. Selectman Ross-Raymond noted he has been monitoring the situation and the basement has been completely dry. Also looking at putting in an air exchanger in place of dehumidifier. Board asked Selectman Schmidl to look into companies that could test and make recommendations to fix the problem. Motion was made and seconded that once Selectman Schmidl has found a suitable company, to proceed to get this problem is resolved.

The Trustees also have requested using the Town Hall for their monthly meetings – the 1<sup>st</sup> Tuesday of each month until this issue is resolved.

Police Log – July – total calls – 18: 2 – Assault past tense; 1 – burglar alarm; 1 – criminal mischief; 1 – domestic in progress; 2 – habitual offender; 1 – hazardous operator; 2 – motor vehicle accident; 1 – noise complaint; 1 – operation game thief; 3 – requests for service; 1 – subpoena service; 1 – security check; & 1 suspicious vehicle. Report on file in the office for anyone to view.

### **Old Business:**

- Meeting Updates:
  - o PB met 8/3/15 had Public Hearing for Subdivision / Lot Line Adjustment Application for property located on Franklin Road & Gerrish Road; and will do site walk on 8/24 and continue the hearing after. Talked about Capital Improvements Program 2016 through 2021 and will have Public Hearing continuance for Jenkins/Lovelin – 9/21/15 Review of Site Plan Review Regulations. Also had discussion with Central NH – 80% of survey ready to go – will finalize at September meeting.
- Meeting Reminders:
  - **OHD** final meeting – 8/6/15 – town greens - last minute issues will be addressed.

- Town Administrator noted that the garden at Library has cars driving out back and need to make sure they do not drive on septic system. Selectman Schmidl will follow up with the 4-H group.
- Town Administrator noted that Ralf Platte fixed issues at AH that Selectman Ballou brought to her attention.
- Town Administrator noted she has had difficulty with Cross Country re a couple of land use tax questions and hasn't had a reply from them for three weeks. Selectman Schmidl will follow up with Jeff Earles.

#### **New Business:**

- Town Grounds Work (AH & TH) – Andrew Perkins has removed the bittersweet out front at Academy Hall and also requests permission to cut down the smaller tree next to Route 127 between the two larger ones – it is half dead already. **Selectmen moved to approve the removal of the tree – motion carried.**
- Town Administrator stated a couple of issues have come up about the unoccupied house at 663 Old Turnpike Road – and she has contacted State Police to follow up since these are private matters (health issue and possible fraud in selling things).
- Town Administrator also passed on to State Police a request from Pittsfield Police Department re: background check for a candidate position.

#### **Public Comments:**

- **Sandy Miller – North Road:** Noted the Retirement Dinner for Ed Sawyer was great – and thanked Kathie Downes for her hard work putting it all together. Also asked what the Manager's salary is – TA Warren replied he will be getting \$131.42 weekly.
- **Gail Henry – Flaghole Road:** Noted that 2016 will be the 250<sup>th</sup> anniversary for Salisbury Historical Society and they will be meeting on August 22<sup>nd</sup> to discuss plans. This brings to mind that Salisbury's 250<sup>th</sup> will be in 2018 and she knows of someone who is working on the 250<sup>th</sup> for town of Bath and as time approaches that person will be happy to speak with town officials.
- **Karen Sheldon – Franklin Rd:** Issue of health and safety for house at 663 Old Turnpike Road is worrisome and hopes State Police will look into it soon.

**Other:** All business that shall legally come before the Board

**Selectman Ballou moved to adjourn at 6:55 PM; Selectman Schmidl seconded. All voted in favor.**

Respectfully submitted:  
Kathie Downes  
Administrative Assistant

Meeting Summary reviewed and accepted at the August 19<sup>th</sup>, meeting.

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Selectmen, Town of Salisbury