



Selectmen's Meeting Summary October 21, 2015

Selectman Ken Ross-Raymond, Chair	Present
Selectman Pete Ballou	Present
Selectman Joe Schmidl	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.

REGULAR BUSINESS:

- Review and Approve Minutes of last meeting
 - October 7th meeting summary: **Selectman Schmidl moved to accept summary as written, Selectman Ballou seconded. All voted in favor.**
- Review Accounts Payable & Payroll registers. **Select board moved and accepted**

Jim Sperry: Salisbury resident from Oak Hill Road in to discuss selling hot dogs on snowmobile trail on his property this winter. He has a hot dog cart and a state license to sell. Board not sure if he is looking at a home occupation – so referred him to ZBA. Building Inspector/Health Inspector noted he has a state license so he does not get involved. April Rollins, ZBA secretary will follow up and contact Mr. Sperry. Sandy Miller noted she feels Snowmobile Club would like to see something like this during the snowmobile season. Selectmen also feel it is a reasonable request.

Department Updates and Budget Proposals:

- Fire Chief - Monthly Update:
 - Stats: 3 ems ; 2 wires down, & 1 mutual brush
- Comcast – minor update – starting (prior to starting certificate of insurance) 120 days up and running. January 1st
- Haunted Hay Ride – Saturday – asked about electricity at field
- Fire Tanker Bid - Opened one bid from Valley Transport - \$261,928.

2016 Budget Schedule: Board of Selectmen noted that they will hear and entertain all proposed budgets – with a hold on finalizing salary line items until all budgets are heard.

Town of Salisbury 2016 budget schedule

Line Item – Department	
Zoning Board	Going with same budget as 2015 - \$400.
Planning Board – Chairman Greiner	Going with same budget as 2015 - \$7,300

Cemetery Trustees – Chairman Chandler and Trustee Bowne	Going with same budget as 2015 - \$9,600. Plan to do more road work in Maplewood with improvement money which is left in 2015. Need to get signs to keep cars in roadway and off gravesites. Had issue today with monument company – Chandler will be addressing the issue with company. In 2016 will be focusing on Maplewood stonewall. Will need to do in stages as evidenced by estimates received this past year. Would use money from the cemetery. Bob Barrows has resigned as Sexton as he has left the State. Board and Trustees agree to get this position posted asap. Until the position is filled trustees will need to pick up the sexton duties.
Bldg Inspector, Chuck Bodien	Permits are up slightly this year but will go with same budget as 2015 - \$6,639. Nothing regarding salary increase – he will accept what Selectmen decide.
Recreation, Chairman Doyle	Recreation has seen more activity at Maplewood field this Summer - more games, fall soccer practice and special events throughout the year. Plans to purchase a small rototiller to maintain baselines. Would like to see the electricity and restroom to remain all year. Increase in electricity and sanitation line items. Keep maintenance and general expenses line items same. Plans to replace ice rink liner and enlarge rink with 2016 budget. 2016 budget proposed at \$3,125. Doyle requested permission to order sand for infield this year from 2015 maintenance line item – and MacDuffie Construction has agreed to truck at no cost.
Town Clerk – registrations & vital stats	Selectman Ross-Raymond reported Town Clerk Rollins unable to make tonight's meeting but had emailed wants to keep budget same as 2015 except for request to increase the deputy salary to be put back up to 1,300 as was in 2014. TA Warren noted it was reduced as new deputy did not have years of experience as previous one. Board went with town clerk recommendation of keeping same as 2015 – but restore stipend for deputy to \$1300. 2016 proposed figures are \$19,938.
Fin Adm – Tax Collector – Gayle Landry	Recommends same as 2015 with increase in salary – 2016 proposed figure is \$19,890. She also reported the last bill for 2015 taxes will be sent out this week – with taxes due December 2nd.
Conservation – Chair Doyle	Same as 2015 – 2016 proposed figure \$500.

Fire/Rescue/Forestry – Chief MacDuffie	Ambulance bottom line is proposed up by \$1,150. Increase in outside ambulance service and dispatch and small decrease in training. Total 2016 proposed figure is \$25,700. Fire Department bottom line is proposed down by \$12,050. Dispatch & air pack maintenance increased, but replacement equipment is down and nothing budgeted for foam and air pack lease purchase. Total 2016 proposed figure is \$33,950. Forest Fire bottom line is proposed up by \$650. Dispatch and new equipment both increased. Will be applying for grant for ½ cost of new equipment. Total 2016 proposed figure is \$8,400. Total bottom line for fire/ambulance/forestry for 2016 is \$68,050 – down from 2015 by \$10,250.
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Old Business:

- Meeting Reminders
 - Supervisors of check list meet October 30th at 7 PM – 7:30 PM – Academy Hall. This is the last time registered voter can change party affiliation until Presidential Primary.
 - Planning Board meet November 2nd at 7 PM – Academy Hall
 - Cemetery Trustees meet November 3rd at 9 AM – Academy Hall
 - Budget Committee meets November 9th at 7 PM – Academy Hall.
- Perambulations – Franklin has expressed interest in doing soon. Selectman Schmidl will schedule time.
- Transfer Station follow-up:
 - Enclosure for backhoe – salt shed best and least expensive to fix – Ken to look at cost of overhead doors and supplies. Needs to get done sooner than later.
 - Backhoe – problem with starting – needs to be plugged in. While it is housed at Ross-Raymond's he will plug it in Friday night. Also need to be prepared if have tire problems – have a tire road crew number that can be called. Bill MacDuffie, Jr. suggests having a spare wheel for a used tire which he could supply.
 - Housing for employees needs to be addressed – it has been proposed finding a used camper with furnace.
- Town Hall Ramp – End of ramp has a dip that needs to be repaired before winter. Selectmen Ross-Raymond and Schmidl to take care of this soon.
- Library – follow up re Enviro Vantage quote - Board feels no health issues at this time so will table until spring. Selectman Schmidl also feels we can ask explorers to remove insulation.
- Ordinance – Franklin and Durham: Selectmen have reviewed – State Police recommend following Franklin Ordinance. Administrative Staff will work up a draft ordinance for Salisbury to be used for a public hearing and ask State Police to come to speak on the issue at the hearing. This will determine if Selectmen want to bring the subject to town meeting in March 2016.
- Selectman Ross-Raymond noted that Salisbury has been covered by State Police for the past five year and will begin the sixth year in November.

New Business:

- 2015 tax rate – Board agreed to use \$130,000 from general fund to bring rate in at \$24.23 versus the \$25.22 rate without offsetting with surplus.
- Presidential Primary has been tentatively set for 2/9/16 at Town Hall from 8 AM – 7 PM.
- Workplace Violence Training – SOP in place and Selectmen has asked Property Liability Trust to provide a training session for employees and town officials on Nov 30th at Town Hall beginning at 6:30 PM – 7:30PM. Other towns will be invited to participate.

Public Comments:**Correspondence:**

Updated SOP's signed by Board.

Other: All business that shall legally come before the Board

Selectman Schmidl made a motion to adjourn at 7:20 PM; Selectman Ballou seconded. All voted in favor.

Respectfully submitted:
Kathie Downes
Administrative Assistant

Meeting Summary reviewed and accepted at the Nov 4th, 2015 Meeting.

Selectmen, Town of Salisbury