



Selectmen's Meeting Summary December 30, 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.

- Review and Approve Minutes of last meeting
 - December 16, 2015 meeting summary: **Selectman Ballou moved to accept summary as written, Selectman Schmidl seconded. All voted in favor.**
- Review Accounts Payable & Payroll registers. **Select board moved and accepted**

Town Clerk Rollins in to discuss with Selectmen her recommendation of individual to be appointed Deputy Town Clerk. Jim Zink-Mailloux has expressed interest in the position. He is presently the Deputy Tax Collector. TC Rollins feels his election background is a plus for this position. There will be training involved which town clerk will schedule. Selectmen approved her recommendation. Town Clerk Rollins will review job description with candidate and TA Warren will finalize for signing.

End of Year Issues:

• Budget Issues

- Transfer Station Operator – salary: Board discussed with TS Operator Wheeler salary verses hourly rate. It was suggested to go with salary for the position based on 10 hrs. weekly and review in six months. This would change the line item for 2016 proposed salary to \$8,550. **Selectman Schmidl moved to have position based on salary at 10 hrs. weekly and review in six months; Selectman Ballou seconded. All voted in favor.**
- Discussion about additional hours to be open at TS during the week. Several people have approached selectmen about this issue. It was suggested that a checklist survey be handed out to citizens at the Transfer Station to get a better perspective of what is wanted/needed. This will be looked at again to decide how to proceed.
- TS Wheeler also brought up the fees and need to look at the whole fee structure to determine if we need to have public hearing regarding the changing of some fees.
- Transfer Station Attendant – Letter of Interest from Walter Scott. TS Wheeler indicated he has talked with Mr. Scott and feels he is a viable candidate for the second TS Attendant position. **Selectmen Schmidl moved to have TS Operator Wheeler offer Scott the position and work out necessary details; Selectman Ballou seconded. All voted in favor.**
- Transfer Station – Generator: As requested by Selectmen TS Wheeler provided recommendation for a generator that would handle needs at Transfer Station. He can get it at Lowes for \$900 and with his 5% discount would be around \$945. There is a 3 year warrantee with the generator. Discussion of service contract and perhaps Barnstore could meet the same price as quoted. **Selectman Ballou moved to authorize Wheeler to look into other suggestions made tonight and purchase a generator, Selectman Schmidl seconded. All voted in favor.**
- **Insurance:** Town switching Property Liability to PRIMEX, small increase - \$9600 to \$9800.

- **Comstar** – Ambulance billing: TA Warren and Chief MacDuffie met with Comstar last week and sent a rate form for review. General discussion and review of the rate form between BOS and Chief. All set to move forward and hopefully will be up and running April 1st.
- **Fire Department – Warrant Article for Tanker:** Board and Chief reviewed the proposed WA for purchase of new tanker. TA Warren noted that there would be no initial payment until 2017 and amount is offset by CRF and Loan. No impact to taxpayers this year. **Selectman Schmidl moved to approve warrant article for new tanker; Selectman Ballou seconded. All voted in favor.** Sandy Miller asked how many miles were put on tanker this year. Chief indicated they have not used it much because of the poor condition of tanker.
- **Defibrillator:** Discussion of purchasing the defibrillator verses lease-purchase. Numbers indicate it would be more cost effective to purchase. Total amount can be taken from the 2015 budget by utilizing unspent funds in line item 4312-25 – Highway – summer maintenance. Chief also noted that auxiliary will be putting \$1,500 towards the purchase price. **Selectman Ross-Raymond moved to purchase the defibrillator; Selectman Schmidl seconded. All voted in favor.**
- **Encumbrances:** TA Warren asked selectmen to confirm several line items which will be encumbered for use in 2016. Cemetery improvements - \$632 (also to check re: 2014 encumbrance of \$800 which did not get completed in 2015) OHD encumber \$679 to go towards purchase of fireworks for 2016 OHD; and 4312-34 – Highway Projects line item – encumber \$48,300 for W Salisbury/Bay Road work. **Selectman Schmidl moved to encumber funds as recommended; Selectman Ballou seconded. All voted in favor.**

Old Business:

- Public Hearing will be held at the BOS January 20th meeting re:
 - Bonding/Loan for Tanker
 - Disorderly Residence Ordinance
- Meeting Reminders
 - Planning Board – January 4th, 2016 – 7 PM - AH
 - BOS – January 6th, 2016 – 5:30 PM – AH
 - Budget – January 11th at 7 PM

Public Comments:

- **Sandy Miller:** Any response re: vacant budget committee position. *Two individuals sent in letters of interest – which have been passed on to budget committee for necessary action.*

Selectmen wish everyone Happy New Year!

Selectman Ballou made a motion to adjourn at 7:10 PM; Selectman Schmidl seconded. All voted in favor.

Respectfully submitted:

Kathie Downes

Administrative Assistant

Meeting Summary reviewed and accepted at the January 6th, 2016 Meeting.

Selectmen, Town of Salisbury