



## Selectmen's Meeting Summary April 6<sup>th</sup>, 2016

|                                        |         |
|----------------------------------------|---------|
| Pete Ballou, Chair                     | Present |
| Selectman Ken Ross-Raymond             | Present |
| Selectman Sam Tucker                   | Present |
| Town Administrator Margaret Warren     | Present |
| Administrative Assistant Kathie Downes | Present |

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

Chairman Ballou called meeting to order at 5:30 PM.

- Review and Approve Minutes of last meeting
  - March 16<sup>th</sup>, 2016 meeting summary: **Selectman Ross-Raymond moved to accept summary as written, Selectman Tucker seconded. All voted in favor.**
- Review Accounts Payable & Payroll registers. **Select board moved and accepted.**

### Departments:

- Road Agent MacDuffie – monthly update
  - Grading roads – slow progress due to weather
  - Selectman Ross-Raymond reported he spoke with State re spraying bamboo on state roads and was told they are working on getting someone licensed to do the spraying. RA MacDuffie said the Town roads will continue to be sprayed each year.
  - MacDuffie noted with recent heavy winds he has concern regarding several dead trees that should to move up on list. Some trees will require a crane to take them down. Plans to use some of winter budget for this.
- Linda Denoncourt – SHS – Jazz Concert: 2016 is SHS 50<sup>th</sup> anniversary. Several events have been planned for this year that will be free and open to the public. One event is the upcoming Jazz Concert which although there is a cost – it is not going to be a money making event. The ticket sales will take care of cost for event but will not cover police detail which is needed because of town policy. SHS does fundraising for benefit of town and are asking Selectmen to authorize payment for police detail. General discussion followed. **Selectman Ross-Raymond moved that payment for a 4 hour police detail to be paid by the town, Selectman Tucker seconded. All voted in favor.** Arrangements for the police detail will be handled by SHS.
- Joe Schmidl – Broadband: In to update Board regarding progress with Broadband in town. Recent meeting held with TDS – who noted they are expanding in the flood area with Fibrotic. TDS indicated they might be interested if town can't get Fairpoint or Comcast to provide. Schmidl has contacted Fairpoint and Comcast to go through process – if they can't provide then Town can start discussion re: franchise in town. Selectmen reminded Schmidl to keep Rep. Ratzki in the loop as he has been helpful in the past.
- Joe Schmidl has been the town representative on CNHRPC and is willing to continue as Salisbury's representative. **Selectmen moved and accepted appointing Joe Schmidl to this group.** Letter will be sent to CNHRPC.

- Transfer Station Operator Wheeler in to discuss several issues:
  - o Glass Crushing – aggregate- area where we were depositing it is now full. With the help of Joe Schmidl came up with site plan for second entrance road and can start building base for roadway with the crushed glass. Site plan will be submitted to DES, get permit and work will be done by transfer station staff. This project should not affect the budget. General discussion re: the project followed. **Selectman Ross-Raymond moved to approve this recommended use of recycled glass, Selectman Tucker seconded. All voted in favor.**
  - o Recycling markets also discussed with Wheeler noting Salisbury does not have a labor intensive recycling program, but we are just about breaking even with the paper and plastic recycling. It was agreed by all to continue with process we now have in place and look at the 2016 3 month activity report in comparison to how we compact now at a subsequent meeting
  - o Discussion regarding opening the transfer station for additional hours another day of the week. All agreed to have a questionnaire/survey handed out to residents at the Transfer Station to see get a feel for what is wanted. TA Warren will work with Wheeler on a survey and Wheeler can come back with results of this handout in month.
  - o The SOP and Fee Schedule for Transfer Station and proposed document for welcome booklet need to be reviewed and updated and be reviewed when he comes back to see selectmen next month.
  - o Wheeler also noted that someone entered Transfer Station and left desk and dresser in burn pile and opened the free mall and left 3 humidifiers sitting outside. Looks like it would have to be someone with key. Discussion regarding rekeying the locks and having a lockbox out at the gate for security. Wheeler will look into cost for rekeying and will bring back to discuss with Selectmen
- Chairman Ballou noted that the Cemetery Trustees had a question regarding the Sexton position – wondering if trustee can do job and get paid. RSA is very clear that trustees cannot do Sexton duties.
- Police log March 2016 – total calls – 25: 1 – assist motorist; 1 – burglar alarm; 1 – burglary – past tense; 3 – criminal mischief; 1 – department assist; 1 MV accident; 2 – animal complaints; 1 – Operation Game Thief; 2 – request for service; 2 – road obstruction; 5 – sex offender registration; 1 – suspicious person; 1 – suspicious vehicle; 1 – stolen vehicle; 1 – theft; & 1 – traffic stop. Report on file in Selectmen office.

## **2<sup>nd</sup> Quarterly Safety Committee Update:**

Batteries have been replaced in the alarms at Academy Hall.

Still looking at:

- Library basement – dryness and insulation (Ross-Raymond will check) before alarms are put back into service.
- TA Warren to schedule Primex to come in and do security check – in July
- Ralf Platte will be checking the Academy Hall roof for possible leaks this week.

### Old Business:

- Meeting Updates
  - PB Meeting – 4/4/16: Selectman Tucker recapped:
    - Much of the meeting was discussion re: master plan session which went well but they would like to get more surveys.
    - Elected officers – same
    - Alternates – Schmidl and Rollins
    - Merger of Crossroads
    - SB 146 – This bill establishes requirements for local regulation of accessory dwelling units. (copy of bill is attached to summary on file)
- FYI Meeting Reminders
  - Budget Committee – Meet Monday April 11th
  - OHD – Meet Wednesday April 13th
- Sealed Minutes: Selectmen reviewed the article in NH Town & City concerning unsealing old minutes and all agreed with “legally, the status of sealed minutes does not become an issue until someone asks to inspect them. If no one has requested a given set of minutes, arguably it does not matter how long they remain ‘sealed’ because they are not being ‘withheld’.”
- Recreation Committee Appointment – Kathleen Doyle. Chairman Ballou noted she has done an excellent job. **Selectman Ross-Raymond moved to appoint Kathleen Doyle for 3 years, Selectman Tucker seconded. All voted in favor.** Town clerk will be notified to give Kathleen the oath of office for another three years.

### New Business:

- TA Warren reported that the new fire vehicle was ordered today and appropriate down payment check was submitted.
- Granite State Dog Rescue group have a set a trap under stairs outside at Academy Hall to hopefully catch a missing dog that has been seen in the area.
- Chairman Ballou asked if the State Police are all set with SPCA (keys). TA Warren is waiting for confirmation.
- Board of Selectmen reviewed the Fund Balance Policy – SOP 12-001 and the Investment Policy – SOP 07-003 and voted to adopt for 2016 as required by law. Selectmen will sign the addendum once it has been prepared.

### Public Comments: None

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

Non-Public Session: (as necessary)

**Selectman Ross-Raymond made a motion to adjourn at 6:40 PM; Selectman Tucker seconded. All voted in favor.**

Respectfully submitted:

Kathie Downes, Administrative Assistant

Meeting Summary reviewed and accepted at the April 20, 2016 Meeting.

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Selectmen, Town of Salisbury