



Selectmen's Meeting Summary May 4th, 2016

Pete Ballou, Chair	Present
Selectman Ken Ross-Raymond	Present
Selectman Sam Tucker	Present
Town Administrator Margaret Warren	absent
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. He announced he is stepping down as chair for the Selectmen for personal / health issues. **Selectman Tucker nominated Ken Ross-Raymond, Selectman Ballou seconded. Selectman Ross-Raymond said he accepts the nomination. Vote was in favor.**

Ross-Raymond stepped in as chairperson.

- Review and Approve Minutes of last meeting
 - o April 20, 2016 meeting summaries: **Selectman Ballou moved to accept both public and non-public summaries as written, Selectman Tucker seconded. All voted in favor.**
- Review Accounts Payable & Payroll registers. **Select board moved and accepted.**
- Selectman Ross-Raymond noted that Margaret and Kathie put together an information notebook for each selectman. He thanked them for their time and effort in preparing this tool for them. He noted that in the book are the town's SOP's. These policies are not required by law – but are put into place as safeguards and tools for all town officials.
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Departments:

Road Agent MacDuffie – monthly update

- Patched some holes in pavement and some grading
- Roads are no longer posted – short mud season.

Transfer Station – Survey results: Seventy-one surveys were completed. Results showed 63 in favor of having additional hours another day of the week. There were 8 people who either did not feel another day is necessary, or would like to see the transfer station opened earlier on Saturdays. Also couple suggested other days – Friday and Sunday.

Board feels it is time to move forward with a test pilot for additional hours and will go with the suggested day and time from Transfer Station staff. TS Operator Wheeler will be contacted to see when they will begin with additional hours each week on Wednesdays from 2 PM – 6 PM and will have these extra hours for 3 months and then review to see if they will continue with this change.

Police log – April 2016 : total calls – 38: 1 – 911 hang up; 1 – ambulance needed; 1 – assault in progress; 1 – assist motorist; 2 – burglar alarm; 1 – civil request; 2 – criminal mischief / threatening; 1 – department assist; 2 – hazardous operator; 3 – MV accident; 3 – animal complaint; 6 – request for service; 1 – road obstruction; 6 – suspicious activity / MV / Person; 3 – theft ; 2 – vehicle off road; 2 – welfare check. Report on file in Selectmen office.

Old Business:

- Meeting Updates
 - PB met 4/25 – Selectman Tucker reported they discussed
 - Mike Tardiff in for discussion of 2017 Master Plan – Transportation Chapter & Natural Resources Chapter.
 - Voluntary Merger of Lots by Ciaradan, LLC - update
- FYI Meeting Reminders
 - PB meets 5/9 & 5/16
 - OHD meets 5/11 – Nancy Hayden chairing – email sent out today. She will submit minutes to Salisbury Lifeline.
- Town Wide Yard Sale – Saturday May 7th
- SVFRD Open House and Blood Drive – Saturday May 7th

New Business:

- Recommendation for Appointment of Sexton. Cemetery Trustees accepted resignation from Mel Bowne as trustee. Mel has submitted letter of interest to fill the sexton position and Trustees recommend Selectmen appoint him. **Selectman Ballou moved to accept their recommendation and appoint Melvin Bowne to the Sexton position, Selectman Tucker seconded. All voted in favor.**
- Polling Hours – 2016 State Primary and General Election: Question was raised re: what the polling hours will be for the 2016 State Primary and General Election. In checking with the Secretary of State - the town cannot change time it has been following without town meeting vote. Checking records show for State and General elections the polls are open from 8 AM – 7 PM. Board unanimously agreed to keep the polling hours as 8 AM – 7 PM. The controversy at town election this year was hours had to be 11 AM – 7 PM per decision of attorney general. Board unanimously agreed to keep these hours for town meeting polling hours.
- Selectman Ross-Raymond noted now is the time to pick a date for Town roads – road side clean up. AA Downes will check to see when Explorers will be doing their spring road side clean up for Route 4.
- Selectman Ross-Raymond asked AA Downes to work with TA Warren and office staff to set up a staff meeting in the near future.

Public Comments: None

Other: All business that shall legally come before the Board

Selectman Ballou made a motion to adjourn at 5:50 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.

Selectmen, Town of Salisbury