



Selectmen's Meeting Summary October 19, 2016

Chairman Ken Ross-Raymond	Present
Selectman Pete Ballou	Present
Selectman Samantha Tucker	Present
Town Administrator Margaret Warren	Present
Administrative Assistant Kathie Downes	Present

Visitors: Marcia Murphy;

Chairman Ross-Raymond called the meeting to order at 5:30 PM.

- Review and Approve Minutes of October 5th summary: **Selectman Ballou moved to accept summary as written, and Selectman Tucker seconded. Summary approved.**
- Review Accounts Payable & Payroll registers. **Select board moved and accepted.**

Department Heads:

Fire Chief MacDuffie – monthly update

- Stats: 6 ems; 3 service calls; 1 outside smoke investigation; 1 Fire alarm; 1 mva
- Ambulance coverage: Struggling at this time for coverage, will need to work with outside ambulance what funding will be needed. Covered at this time under mutual aid
- Looking at thermal imaging cameras – pricing is \$7500 - would like to buy one if funds left over in 2016 budget - Selectmen okay as long as funds are available.

2017 Proposed Budget:

Line Item – Department	Discussion
4191-40/45 – Zoning – Arthur Garvin, Chair	No change from 2016 figures. 2017 proposed \$400.
4191-10/28– Planning Board – Doug Greiner, Chair	No change from 2016 figures. 2017 proposed \$7,300.
4240 – Bldg Insp – Chuck Bodien	No change from 2016 figures. 2017 proposed \$6,717.
4140 – Registrations, etc. – April Rollins (Town Clerk portion)	Increase in hours – to be open 1 st and 3 rd Fridays each month adding 8 hours a month on top of two days per week already. Bringing the salary line to \$21,216 – which includes 2% salary increase. Increase deputy salary back up to \$1,200 from 1,000. Increase postage - \$300. Total 2017 proposed is \$23,866. vs \$19,639 in 2016. Noted by TC Rollins is with these increased hours for town clerk and other hours she works as municipal assistant and secretary for fire dept her total hours for town will be 32 plus – which brings her to full time status.
4150 – Financial Adm – Gayle Landry (Tax Coll. portion)	Increase of 2% for salary – from \$15,750 to \$16,065. Tax billing up by \$100 and Mortgagee Search down by \$100. Total 2017 proposed \$20,205 vs \$19,890 in 2016.
4520 – Recreation – Kathleen Doyle, Chair	Only increase is in sanitation line item – 14 months for portapotties - 12 months for Maplewood Recreational Field and 2 months at school for soccer. \$85 x 14 = \$1,190. Is looking at starting flag football – fee of \$150. but feels should be okay with figures already in budget. Total 2017 proposed budget of \$2,565 vs \$2,395 in 2016. Of Note: There are some dead trees in parking lot that should be cut down before they fall. Volunteers to do this next weekend – Cemetery Trustees and Recreation working together on this. Selectmen to pick up any wood from this to be kept at the transfer station.
4600 – Conservation – Kathleen Doyle, Chair	No change from 2016 figures. 2017 proposed \$500.

4220 / 4215 / 4290– Fire/Rescue/Forestry – Chief MacDuffie	<p>Ambulance – increase in tablet and server line to \$3,100; increase in dispatch to \$4,101.; decrease in training to \$2,500.; decrease in fuel to \$700. ; and add \$1,500 for defib maintenance. Total for 2017 proposed Ambulance budget is \$27,401.</p> <p>Fire Dept – increase in secretary line to \$4000. due to additional hours needed for billing; decrease in training to \$2,500; increase in dispatch to \$4,101.; decrease in fuel to \$1,000.; increase in air pack maintenance to \$1,500. Total for 2017 proposed Fire budget is \$35,651.</p> <p>Forest Fire – Increase in the dispatch to \$4,101. Total for 2017 proposed Forest Fire is \$8,601.</p> <p>Total proposed 2017 for Department is \$71,653 vs \$66,550 in 2016.</p>
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Old Business:

- Meeting Updates:
 - OHD met 10/12/16 – Summarized 2016 budget and festivities. Looking at a possible theme for 2017 of Super heroes and having a petting zoo instead of reptiles on the move.
 - ZBA met 10/13/16 – Mason variance application to enlarge existing garage within the side yard setback was approved.
 - PB met 10/17/16 – Currier subdivision finalized. Alternate added – Stacia Eastman.
- Meeting Reminders:
 - Supervisors of Checklist hold session on October 29th - 11:00 – 11:30 AM – at Academy Hall. Last time to register to vote until Election day.
 - Cemetery Trustees meet November 1st - Letters of Interest for Cemetery Mowing/Maintenance will be reviewed.
 - Planning Board meet November 7th
 - Budget Committee meet November 14th
- Library downstairs door handle to be changed – Selectman Ross-Raymond will do repair.
- Elevator door – activation – Selectmen ask TA Warren to have company give a quote to get the problem fixed.
- Shelter for backhoe to be closed in. Town needs to frame the building and we have the quote for overhead door installation of \$3,700. Total cost estimated at \$4,000. TA Warren asked the Selectmen to make a motion to withdraw funds from Town Buildings and Grounds CRF in case funds could not be found in regular budget. **Selectman Ross-Raymond moved if needed to use up to \$4,000 from Town Building and Grounds CRF for this project; Selectman Tucker seconded. All voted in favor.**
- Building Inspector is aware of buildings on site at 463 Raccoon Hill Rd without proper permits and will be following up with owner.

New Business:

- 2016 Tax Rate set - \$24.56 up .33 from 2015 (Municipal - \$4.33; County - \$2.97; Local Ed - \$14.88 and State Ed - \$2.38) Used \$130,000 from fund balance to reduce taxes. Tax bills will be sent out next week and due 12/1/16.
- Presidential (General) Election – 11/8/16 – 8 AM – 7 PM – Town Hall.
- TA Warren noted Cross Country has submitted 2017 contract for assessing and she has asked DRA and town counsel to review before bringing to Board for approval and signing.
- Selectman Ballou noted that there has not been an increase in Selectman salary for 9 years and would like to see it go to \$3,000 for 2017. Consensus is to propose this to budget committee this year.
- Next meeting David Karrick and Mary Anne Broshek both running for state representative in this district scheduled to come in to the November 2nd meeting.
- Trustees of Trust Fund will have a vacancy once Ken Mailloux moves to Concord in December. State law does say person must be a resident to serve. If no one is found to fill in until March town meeting – two remaining trustees will handle and perhaps Paul Hynes can serve as treasurer until then. There will be a 3 year position on ballot (Wheeler) and 1 year (Mailloux) for March 2017 election.

Public Comments:

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Correspondence:

Other: All business that shall legally come before the Board

Selectman Ballou moved 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 November 2nd, 2016 Meeting.

Selectmen, Town of Salisbury