



## Selectmen's Meeting Summary

October 16, 2019

Chairman Ken Ross-Raymond	Present
Selectman John W. Herbert	Present
Selectman Jim Hoyt	Present
Town Administrator Margaret Warren	Present
Municipal Assistant Jill Colardeau	Present

**Visitors:** Marcia Murphy, Gayle Landry, Sandy Miller, Bill MacDuffie, Sr., Sharon MacDuffie, Velvet Sweeney, Bill MacDuffie, Jr., Jim O'Mara.

Chair Ross-Raymond opened the meeting at 6:05 PM.

### Regular Business:

- Review and Approve Minutes of the 10/2/19 meeting. **Chair Ross-Raymond made a motion to accept the October 2, 2019 meeting summary. Selectman Herbert seconded. All voted in favor.**
- Review Accounts Payable & Payroll Registers. **Select Board moved and accepted.**
- Visitor:** Bill MacDuffie, Sr. requested information on renewing a gravel pit permit formerly owned by Peter Merkes which was recently sold. Selectman Herbert asked if there were any changes such as erosion, flood issues or anything else. Bill MacDuffie, Sr. noted no changes. Chair Ross-Raymond noted if everything is still the same it is a simple matter of renewing the permit. TA Warren noted the permit fee is \$100 and the new owner should be notified and the previous owner always provided the Town a new map every year.

### Departments:

- NH State Police - September 2019 - Total Calls = 24**  
1 - 911 Hang Up; 4 - Burglar Alarms; 2 - Criminal Mischiefs; 1 - Department Assist; 1 - K9 Assist;  
2 - Hazardous Operators; 1 - Animal Complaint; 8 - Request for Services; 1 - Welfare Check;  
2 - Restraining Orders; 1 - Suicidal Subject. Report on file in the Selectmen's Office.
- 2020 Budget -**

Proposed 2020 Budget Schedule	
Line Item - Department	Discussion
<b>4195</b> - Cemetery Trustees - Rick Chandler, Chair (Page 4)	No change from 2019 figures. 2020 budget proposed is \$14,100.00. <b>Select Board moved and accepted.*</b>
<b>4240</b> - Chuck Bodien, BI (Page 7)	Requesting 2% salary increase (\$81.00). Total budget request for 2020 is \$6,878.00. (Without 2% increase total is \$6,797.00).

**\*NOTE:** Motion made and seconded the above departments proposed 2020 budget figures presented tonight are accepted by the Board of Selectmen with final review to be done after the process is complete. Salary increase will be decided at that time. Highway, Highway Projects, Recycling, Transfer Station, and Library to meet with the Budget Committee on November 6<sup>th</sup>.

### Old Business:

- Police/Firearm Items/Inventory List/Status** - Chair Ross-Raymond will first check with the Sheriff's Department on Friday before picking up the items and bringing them to the Barn Store and Marshall's

Firearm's. He noted he would like permission from the Selectmen to leave these items at the place offering the highest estimate.

- **Mason Alarms Estimate - Security Camera at AH** - TA Warren received an estimate of \$1,989.00 for a security camera similar to the one at the Safety Building. Chair Ross-Raymond noted TA Warren should set up a time for a representative from Mason Alarms to demonstrate the alarm.

#### **Meeting Updates:**

- Cemetery Trustees (10/13) - Nothing noted.
- Flu Clinic (10/5) - By the Prescription Center - twelve flu shots were administered.
- Planning Board (10/7) - Selectman Herbert noted general discussion reviewing lot line adjustments and policies.
- Old Home Day (10/9) - Selectman Herbert noted Chair Hayden will not be chairing the committee next year due to work conflicts. He noted the town is looking for someone to step up and chair the committee, otherwise we would have a smaller Old Home Day celebration. He noted the committee is full of hard workers and chairing the committee would not be very difficult.
- Trustees of the Trust Fund (10/15) - Nothing noted.

#### **Meeting Reminders:**

- 10/21 - Budget Committee 7 PM @ Academy Hall
- 10/23 - Conservation Commission 7 PM @ Academy Hall
- 10/25 - Supervisors of the Checklist 7 PM @ Academy Hall
- 11/4 - Planning Board 7 PM @ Academy Hall
- 11/6 - Board of Selectmen 6 PM @ Academy Hall

#### **New Business:**

- **Penacook Rescue Squad: September 2019 Stats: Total Calls = 81 incidents.**  
Boscawen - 55; Canterbury - 18; Concord - 2; Salisbury - 6.
  - Total call volume for 2019 = 740 incidents.  
Boscawen - 501; Canterbury - 162; Concord - 29; Salisbury - 55; Webster - 8; Franklin - 2

#### **Public Comments:**

- Gayle Landry asked if the town could mirror the Fire Department times for Trick or Treat which was 5 - 8 PM last year. The Select Board noted the Fire Explorers do it and agreed on the times. She will post it on our website.

#### **Other:**

- Selectman Herbert noted he will be attending the NHMA Conference in November and attending workshops on the Right-to-Know Law and Land Use Law.
- TA Warren asked if the Transfer Station would be closing on Wednesday October 23<sup>rd</sup>. Chair Ross-Raymond noted it would be closing on that date and they will talk about changes in hours for next year.
- TA Warren noted the Hazard Mitigation Plan 2019 was accepted by FEMA and will need to be adopted by the Board of Selectmen in a public meeting at their next BOS meeting scheduled on November 6<sup>th</sup>. She noted other people on the committee will need to be reminded so they are able to attend.
- TA Warren noted we received the traffic survey done near the intersection of Rte. 4 and 127 from Mike Tardiff at the CNHRPC. Mike Tardiff will be at the BOS meeting on December 4<sup>th</sup> to go over the results of the traffic survey. TA Warren noted the recommendation from the CNHRPC for driver feedback signs would cost around \$4,500 for two signs. She also noted Concord Regional Crimeline offers grants up to \$2,500. Chair Ross-Raymond noted there is no more grant money left for this year.
- TA Warren noted gas monitoring at the landfill will need to continue per the state. Dave Lewis to update the closure plan.
- TA Warren requested from the Board of Selectmen that her current health insurance coverage be paid for the months of November and December of 2019. **Chair Ross-Raymond made a motion to extend and**

**cover her health insurance for November and December of this year. Selectman Herbert seconded. All voted in favor.**

- TA Warren noted the Emergency Operational Plan will need to be updated since the Salisbury Plan is dated 2010. Homeland Security is recommending this be done. **Chair Ross-Raymond made a motion to proceed with the grant. Selectman Herbert seconded. All voted in favor.** CNHRPC would like to update the plan for us with an EMPG matching grant of \$8,000.
- The BOS will meet on October 30<sup>th</sup> at 5 PM to go over pending items prior to TA Warren retiring.

**Other/Recap: Decisions Made at this Meeting -**

- TA Warren to set up a time for a representative from Mason Alarms to demonstrate their alarm.
- Chair Ross-Raymond will pick up items at the Sheriff's Department and bring to the Barn Store and Marshall's Firearms to get estimates for selling these items.
- Chair Ross-Raymond noted he has contacted WiValley regarding broadband coverage. The company will get back to him regarding attending a BOS meeting.
- TA Warren has contacted Franklin VNA to set up a flu shot clinic. TA Warren noted the FVNA will be getting back to her to set a date.

**At 6:35 PM a motion was made to enter into a Nonpublic Session per RSA 91-A:3:II (b) – the hiring of any person as a public employee, was made by Chair Ross-Raymond and seconded by Selectman Hoyt to discuss contract services with MRI. All voted in favor.**

**Roll Call Vote:**

**Ken Ross-Raymond - √ John W. Herbert - √ Jim Hoyt - √**

**Public Session reconvened at 7:20 PM. Chair Ross-Raymond made a motion to contract services from MRI to help with the transition process of the Town Administrator's open position. Minutes are not sealed.**

**Chair Ross-Raymond moved to adjourn at 7:30 PM. Selectman Herbert seconded. All voted in favor.**

**NEXT MEETING:** November 6, 2019 at 6 PM - 2020 Budget Prep continues.

Respectfully submitted: Jill Colardeau, Municipal Assistant

**Meeting Summary reviewed and accepted at the November 6, 2019 meeting.**

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Selectmen, Town of Salisbury