



# Salisbury Board of Selectmen

## Meeting Minutes

October 18, 2023

Final

Selectman Brett Walker, Chair	Present
Selectman John W. Herbert	Present
Selectman Jim Hoyt	Present
Town Administrator April Rollins	Present
Municipal Assistant Joanne Lord	Present

**Attendees:** Several citizens attended the meeting in person at Academy Hall. One citizen attended via Zoom.

### 1) Open Meeting

Chair Walker opened the meeting at 7:00 pm.

### 2) Meeting Minutes

Selectmen Herbert noted a change to the wording Budget to Salaries, on page 2 last paragraph under 4149.

Selectman Hoyt noted a change to the word of window unit to door. On page 3 section 4, B on the last sentence.

Chair Walker made a **motion** to approve the minutes of October 4, 2023, with the above corrections. Selectmen Hoyt **seconded** the motion. The **motion** passed successfully.

### 3) Signatures

Chair Walker noted that the Selectboard had reviewed and signed where applicable:

- Review Accounts Payable & Payroll Registers – Available for Public Inspection
- Intent to Cut Timber – Tax Map 258, Lots 6 & 4 and Tax Map 257, Lots 15, 16 and 18 (Calef Hill Road/ROW)-on hold.
- MS-1, Summary Inventory of Valuation.

#### 4) **Public Haring Continuance- Hawkers, Peddlers & Itinerant Vendors Ordinance #01-2012**

The State has repealed RSA 320 and 321 requiring Vendor/Peddler's licensing. Chair Walker suggested adding the definition into the ordinance, including times of operation. So, no one is out late at night. And to remove the requirement of background checks.

Question was asked by Bill McDuffie Sr, how long is the license good for? Administrator Rollins replied annually

Chair Walker made a **motion** to adopt the changes, Selectman Hoyt **seconded**. The **motion** passed successfully

#### 5) **Department / Board / Committee Reports**

##### **A. Fire Chief / Road Agent – Ambulance**

Fire Chief/ Road Agent Bill McDuffie Jr - Ambulance quote came in better than expected, under Five Thousand (\$5,000.00).

Will roughly be another week before it is back in service.

##### **B. Transfer Station-Landfill Inspection**

Bert Laflamme stated a landfill inspection was done, and some pine trees need to be trimmed, limbs are roughly 2" he can do the trimming. Culvert's need to be cleaned out, he can do that with a shovel. Granite State Glass quoted Six Hundred Sixty-One Dollars (\$661.00) to replace the window glass. Selectman Hoyt recommended a new window would be more cost effective. TA Rollins will notify Granite State Glass that the Town will be doing the repairs.

#### 6) **New Business**

Mr. Underhill was not present. Administrator Rollins had informed him earlier that he could still come in later if the meeting was in session.

Chair Walker mentioned the Budget Committee met on Monday. It was a very productive meeting, approving a 3.7% COLA increase, as recommended. Tabled other items.

Chair Walker spoke on Trick or Treat will be at the firehouse 5:30-7:30 p.m, Selectman Herbert asked if it will be held on Halloween night. Chair Walker said yes.

With deep regret a **motion** was made by Select Hoyt on the resignation of Sadi Merrow, Municipal Assistant. Chair Walker **seconded**. The **motion** passed successfully

## 7) Old Business

Library – Door Painting, Chris Dixon requested permission to paint the library door Essex Green, which is similar to the shutters on both the Historical Society’s Museum and the Meeting House. Chair Walker will confirm which door. Select Hoyt **motioned** to approve, Chair Walker **second**. The **motion** passed successfully.

Chair Walker recommended closing off the front door of the Town Hall and using the new ramp. This is a Safety concern, due to no railings. Chair Walker **motioned**, Select Hoyt **second**. The **motion** passed successful. TA Rollins will block off with caution tape.

## 8) Selectmen’s Reports

## 9) Public Comment .

Gayle Landry recommended putting caution tape over the door at the Town Hall, also mentioned children playing in the area. Select Hoyt mentioned a child on a bike carrying a shovel and digging a jump and jumping his bike on the ramp.

Bill McDuffie, Sr asked if the board could give any information regarding Land Acquisition Chair Walker looked at locations waiting on negotiations. If the budget allows, we will reach out to the Planning Board. Some land is not appropriate, nice lots but outside of the Town’s budget. Chair Walker Suggested letting them know we have a narrow window. TA Rollins to follow up.

## 10) Town Administrator’s Report

Chimney had been backfilled with concrete, so the project took 3 days rather than 2, a 3<sup>rd</sup> vent was found in the basement. Shingles were completed today.

Select Herbert questioned Mr. Underhill’s request, is he looking to purchase a parcel of land? Administrator Rollins explained his work prevented him from appearing tonight. Select Herbert said the selectboard can’t sell a piece of land they do not own. Chair Walker requested he put it in a letter and submit it.

## 11) Non-Public Sessions RSA 91-A:3,II (a) and (b) – **Motion** to enter non-public by Walker, **seconded** by Hoyt, Roll Call – Hoyt, aye, Walker, aye, Herbert aye. The Board entered non-public session at 7:26 p.m. and reconvened the public session at 8:18 p.m. Chairman Walker announced the Board unanimously voted to hire Joanne Dionne-Lord as the Town’s part-time Municipal Assistant at \$20

dollars per hour with no increases for one year and pending a background check, effective 10/18/23. The minutes were not sealed.

John Herbert made a **motion** to hire Jeff Miller Landscaping to do the winter shoveling at the Town's buildings, which will be a two man crew at \$250 dollars (min.) per storm but if the storm is over 12" the cost will be \$500 dollars (max./will not exceed) per storm. The bid process is to be waived. Selectman Hoyt **seconded** the motion. Discussion; Chair Walker suggested the winter shoveling be bid out for two weeks, just to see if anyone else was interested due to the prices being proposed.

Selectman Hoyt and Selectman Herbert voted in favor of the motion and Chair Walker was opposed, **motion passed**. Chair Walker made a **motion** to seal the other two non-public sessions (employee evaluations), **seconded** by Selectman Herbert and the motion passed unanimously.

Next Meeting is Wednesday, November 1<sup>st</sup>, 2023 @ 7 p.m. at the Academy Hall

Meeting adjourned at 8:19 p.m.

**Respectfully Submitted,**

**Joanne Lord, Municipal Assistant**