



Salisbury Board of Selectmen

Meeting Minutes

December 6, 2023

APPROVED

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. No citizen attended via Zoom.

1) **Open Meeting:**

Chair Walker opened the meeting at 7:00 pm.

2) **Review & Approval of Draft Minutes:**

- Selectmen Herbert made a **motion** to approve the minutes of November 15th and November 21st, 2023. Selectman 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
- Report of Cut – Calef Hill Road and Map 231, Lot 1
- 2023 Municipal Assessment Data Certificate
- Right of Interment – Brian & Rhonda King
- Report of Timber Cut – Map 253, Lot 2.3 (Celmer)

4) Department Head, Board, Committee Updates:

Road Agent/ Fire Department

- **Ambulance Repair Bill \$6,968.98 Dollars & Meeting to Encumber funds on Friday, December 29, 2023 Academy Hall @ 9:00 a.m.** T/A Rollins recommends the money comes out of the ambulance fund. Chair Walker made a **motion** to take out of the Ambulance fund, Selectman Hoyt **seconded**. The motion **passed successfully**.
- **Transfer Station**
No new business.
- **Planning Board met 12/4/23**
Selectman Herbert spoke on the reviewed camping ordinance and a conceptual discussion re: a 2-lot subdivision. A public hearing will be scheduled.

5) New Business:

- **Chair Walker indicated the new tax rate is: Total Tax Rate = \$16.20**
- Up from last year, \$91,161 Dollars used to Offset - \$380K in Fund Balance (7.91% retained)
- Town Hall Rentals:
Chair Walker sustained himself on Community Bridges vote.
Selectman Herbert made a **motion** to approve fee waiver on Town Hall Rental for Community Bridges Christmas party. Selectmen Hoyt **seconded** the motion. Chair Walker made a **motion** to approve fee waiver for American Red Cross Blood Drive Selectmen Herbert **seconded** the motion. The **motions** passed successfully.
- Andover Snowmobile Club – Public Hearing scheduled for December 20th @ 7 p.m. to use approximately half mile of Oak Hill Road.
- Merrimack County Commissioners Re: Proposed Budget T/A Rollins stated the selectmen have a letter regarding the increase of 9%.
- NH DOT – One Time Bridge Payment \$22,999.04 dollars (Block Grant \$19,279.31 dollars). Chair Walker made a **motion** to encumber both funds, Selectmen Hoyt **seconded** the motion. The **motion** passed successfully.

6) Old Business:

- 2024 Proposed Budgets –
- 4150 - Financial Administration miscellaneous line-Chair Walker made a **motion** to recommend to the budget committee increase to \$1,500. Selectman Hoyt **seconded**. The **motion** passed successfully.
- 4155 - Personnel Administration - Chair Walker made a **motion** to recommend to the budget committee \$31,934. Selectman Hoyt **seconded**. The **motion** passed successfully.
- 4215 – Ambulance - Chair Walker tabled T/A Rollins had not heard back on a real figure.

- 4312 – Highways and Street Maintenance- Chair Walker made a **motion** to recommend to the budget committee increase Warner’s contract line to \$1,750. Selectman Hoyt **seconded**. The **motion** passed successfully
- 4324 – Transfer Station- T/A Rollins indicated a transfer of \$840 in the demo line item but did not make a change to the actual budget expense.
- 4550 - Library- Chair Walker noted Donor Funds can go in as a warrant article.
- Chair Walker made a **motion** to recommend to the budget committee \$11,797. Selectman Herbert **seconded**. The **motion** passed successfully
- 4589 – Other Culture and Recreation- Chair Walker made a **motion** to recommend to the budget committee \$1. Selectman Herbert **seconded**. The **motion** passed successfully.
- 4910 – Highway Projects- Chair Walker tabled no actual number yet for Mutton Road per T/A Rollins.
- 5511-09 Warrant Articles- Chair Walker made a **motion** to recommend to the budget committee amount of \$3,845. Selectman Hoyt **seconded**. The **motion** passed successfully.
- Library – Primex Response Re: Horse Drawn Carriage Rides. Chair Walker made a **motion** to approve the sleigh ride with a binder following Primex recommendations. Selectman Herbert **seconded** the motion. The **motion** passed successfully.
- Frankin Animal Shelter Agreement- Revised- Chair Walker made a **motion** to accept agreement and continue also using Pope Memorial SPCA. Selectman Hoyt **seconded** the motion. The **motion** passed successfully.

7) Selectmen’s Reports:

- Chair’s update on Work Session with the Tucker Pond Association – November 21st Summary. A grant they received Bacterial bloom on Tucker Pond for One Hundred Thousand Dollars, for some of the work on 3 culverts on Warner Road. In order to take advantage of this grant we will need to shift the time line or projects already scheduled in the C.I.P., in order to meet the requirements. We will need to go to the planning board next year to push back Oak Hill move up Warner Road so we don’t need to change the budget and can take advantage of the grant. The full hundred thousand is not for our use. This will not change this year’s budget.

8) Public Comment:

- Email from Kevin O’Neil Re: Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program 2024. Chair Walker commented he and T/A Rollins reviewed the letter unfortunately this grant will not help with the highway department project.

David Rapalyea asked about an update on the Town Hall’s ramp work. Chair Walker stated the front ramp is completed, closed because of no railings. Selectman Hoyt stated the railings are fabricated. Chair Walker mentioned at the time of voting the front steps should be completed enough to be used we will need to block off a small section of the ramp.

- Dora Rapalyea asked T/A Rollins how much to incur, T/A Rollins indicated \$325 dollars to be incurred for the cemetery, unless an invoice for corner stones is received before year

end. Dora also mentioned the wording on the library sign needed to be corrected movie night.

9) Town Administrator's Report:

- T/A Rollins spoke in regards to Mason Alarms security at the fire department. Chief MacDuffie has keys he can hand out to the volunteers until we get a new system in place.
- Chair Walker made a **motion** T/A Rollins to reach out to the town attorney. Selectman Herbert **seconded** the motion. The **motion** passed successfully.
- Chair Walker made a **motion** to go into Non-Public Session under RSA 91-A:3, II (c)
- Selectmen Herbert **seconded** the motion. The **motion** passed successfully.

Non-Public Sessions RSA 91-A:3,II (c) – **Motion** to enter non-public by Walker, **seconded** by Herbert, Roll Call – Hoyt, aye, Walker, aye, Herbert aye. The Board entered non-public session at 7:55 p.m. and reconvened the public session at 8:03 p.m. Chairman Walker announced a letter was received by Town Clerk James Zink-Mailloux asking to waive a \$20 dollars fee of as a special exception.

- Chair Walker made a **motion** to seal the minutes.
- Selectmen Herbert **seconded** the motion. The **motion** passed successfully.

Chair Walker made a **motion** to seal the non-public session, **seconded** by Selectman Herbert and the motion passed unanimously

NEXT MEETING: Wednesday, December 20, 2023 @ 7 p.m. at the Academy Hall

ADJOURNMENT:

Respectfully Submitted,

Joanne Lord, Municipal Assistant