



# Salisbury Board of Selectmen

## Meeting Minutes

March 2, 2022

**Approved**

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

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

### 1) Open Meeting

Chairman Brett Walker opened the meeting at 7:00 pm.

### 2) Meeting Minutes

Chairman Walker made a **motion** to approve the minutes of February 16, 2022. Selectman Herbert **seconded**. The **motion passed** with all in favor.

### 3) Signatures

Chairman Walker noted that the Selectboard had reviewed and signed the following:

- ◆ Report of Cut – 21-401-09T, Hicks
- ◆ Land Use Change Tax for the following properties:
  - Arxe Realty – Tax Map 220, Lot 2
  - Brayshaw, Thomas – Tax Map 240, Lot 3
  - Byrne, Danielle & William – Tax Map 249, Lot 1.3
  - CV Building Concepts Inc. – Tax Map 247, Lots 19, 20, 20.1 and 21.1
  - Holzinger, Anne – Tax Map 222, Lot 2.1
  - Niebling, Rebecca – Tax Map 240, Lot 37.1
  - Sweatt, George III – Tax Map 240, Lot 4

All documents are available for public inspection.

#### 4) NH State Police Statistics for February

Chairman Walker read the police call stats, as follows:

***NH State Police Statistics  
January 2022***

Type of Call	#	Type of Call	#
Alarm	2	Noise Complaint	1
Assist Citizen	1	Other Public Service / Welfare Check	2
Assisting Other Police Agency	1	Theft	1
Attempted Suicide	1	Traffic Enforcement / Motor Vehicle Stop	21
Check Up	1	Trespassing	1
Harassment	1	Vehicle Off The Roadway	1
Motor Vehicle Crash, No Injuries	1		
<b>Total Calls</b>			<b>35</b>

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

##### **a. Conservation Commission**

Bill MacDuffie, Jr. reported that the Conservation Commission met on February 23 and voted to recommend the Selectboard accept the gift of property composing of 148 acres on Salisbury Tax Map 252, Lot 1, with the conservation easement in place.

Chairman Walker made a **motion** to accept the gift of property as recommended by the Conservation Commission. Selectman Hoyt **seconded**. The **motion** passed with all in favor.

##### **b. Fire Chief**

Fire Chief Bill MacDuffie, Jr. reported that he had received two more bids for the lights. He suggested going with Warren Electric.

Chairman Walker made a motion to accept the bid from Warren Electric. Selectman Hoyt **seconded**. The **motion** passed with all in favor.

Chief MacDuffie noted that they had not considered the outside lights. He would get additional pricing.

Chief MacDuffie shared that the fire department uses the air compressor at Webster's station to fill their air tanks. He noted that the department had an opportunity to purchase a used air compressor for \$12,000. He said that new, they cost \$50,000.

Chairman Walker made a **motion** to waive the purchasing policy in reference to the purchase. Selectman Hoyt **seconded**. The **motion** passed with all in favor.

##### **c. Road Agent**

Road Agent Bill MacDuffie, Jr. noted that roads were getting pretty messy due to the weather.

#### **d. Transfer Station**

Transfer Station Manager Bert LaFlamme reported that the new 4x8 foot Transfer Station sign had arrived and would be installed in early spring.

#### **Hazardous Waste Day**

Manager LaFlamme talked about Hazardous Waste Day (HWD) which residents had been asking about. He was looking at Saturday July 9 as the date. The cost would be around \$5,000 or \$6,000. Of that, \$2,275 was for set up. If budgeted for \$5,000, that would cover 90 units at \$30 per unit. In general, one unit was 5 gallons of waste. However, there were variations. For example, two smoke detectors would be counted as one unit.

Chairman Walker noted that a HWD was not budgeted. The topic could be brought up at Town Meeting, however, and the operating budget could be amended. He felt having a HWD was a good idea.

Manager LaFlamme noted that the HWD could be shutdown after 90 units were collected. Alternatively, it could be kept open with the understanding that the cost would increase by \$30 for each additional unit collected.

Chairman Walker commented that having never had a HWD before, it was difficult to predict how much waste would be collected. He wondered if a "pay as you go" approach would help cover costs. Selectman Herbert felt that since the Town hadn't had a HWD before, they should encourage residents to participate with the Town covering all the costs. A member of the public noted that some Towns share HWDs, alternating the locations.

Chairman Walker encouraged Manager LaFlamme to prepare for Town Meeting and be ready for questions.

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

##### **a. Review of Town Warrant with the Town Moderator**

The Selectboard reviewed the Warrant Articles, discussing who would speak to each one at Town Meeting.

Chairman Walker suggested that additional information should be ready for Articles 12 through 15. The rest were straight forward.

Selectman Herbert explained to Town Moderator David Hostetler that for Article 2, the operating budget, a motion would be made to pass the Article. Transfer Station Manager Bert LaFlamme would then make a motion to amend the Article. The Moderator would need to deal first with the amendment.

Marcia Murphy asked if a motion for an amendment to the operating budget was going to be made at Town Meeting. Both Chairman Walker and Manager LaFlamme said it was. She asked if the amendment would be for \$5,000 or \$6,000. Manager LaFlamme noted the amount was still being decided. She wanted to know from where in the budget additional funds would come if the number of units exceeded what was expected. She did not support the holding a HWD in 2022 without knowing ahead of time how much waste would be brought to the event.

David Kelly noted that in 2023, the same questions would be asked and the same unknowns would exist. However, he believed the State would be able to supply data about other Towns including the amount of waste collected.

Jim Zink-Mailloux added that turning residents away due to hitting a budgetary limit was not a good idea.

Chairman Walker felt it was a good idea to present the motion in order to have a conversation about Hazardous Waste Days in general. If it passes, they would find a way to make it work.

## **b. Library Trustees' Request To Utilize Legal Counsel**

Chairman Walker noted there was a request from the Library Trustees to seek legal counsel in regards to the Director's Contract.

Selectman Herbert made a **motion** to approved use of legal counsel. Chairman Walker **seconded**. The **motion passed** with all in favor.

## **c. Town Hall Rental - Andover Snowmobile Clubhouse**

Town Administrator April Rollins reported that Leon Nelson applied to rent the Town Hall for a Landowners' Dinner on Saturday, May 14. The organization is a non-profit.

Selectman Herbert made a **motion** to waive the rental fee. Selectman Hoyt **seconded**. The **motion passed** with all in favor.

## **7) Old Business**

### **a. Town Grounds Maintenance & Mowing**

Town Administrator April Rollins was ready to send out a general bid notice:

*Notice is hereby given that the Board of Selectmen are looking to hire a Grounds Keeper for the Town's Grounds Maintenance & Mowing in the Town of Salisbury.*

*Letters of Interest and detailed proposals based on the Town's specifications should be submitted by Tuesday, April 5, 2022 and will be opened & reviewed by the Selectmen at their April 6th Selectmen's Meeting.*

*Interested applicants should request specifications from the Salisbury Selectmen's Office, PO Box 214, 9 Old Coach Road, Salisbury, N.H. 03268, or by calling 648-6320, or by e-mailing the Town Administrator at [salisburyadmin@tds.net](mailto:salisburyadmin@tds.net).*

Those who apply would receive a full description of the work. If bids don't come in, TA Rollins would start reaching out to firms.

## **8) Selectmen's Reports**

### **a. Global Trash Solutions - Compactor**

Chairman Walker said he had spoken with an assistant at GTS. They reported they expect to be funded sometime in March. He felt the Transfer Station budget was sufficient to absorb the delay. Once they get the funds, a delivery date would be set.

Marcia Murphy asked if the underwriters had approved the funding. Chairman Walker said that they had. Ms. Murphy commented that it was still unknown when the compactor would be in place and asked how that impacted the budget. Chairman Walker said he calculated an extra half load per week in the budget, just in case. He felt the budget was in pretty good shape. He also noted that the Transfer Station staff were doing a good job of compacting trash in the containers, resulting in savings.

## **b. Setting Up for Elections**

Selectman Herbert initiated discussion about setting up the Town Hall for the elections and stated that the booths would not be set up due to their condition. Tables with screens would be put in place. The handicap booth would also be set up.

## **9) Public Comments**

### **a. TDS Broadband**

Marcia Murphy asked for an update regarding the TDS Broadband.

Selectman Hoyt said the contract was signed and the check had been cashed. They were waiting for the Public Utilities Commission (PUC) to sign off on the boundary change. Marcia Murphy commented that people on North Road were still waiting for their Internet. Selectman Herbert said that the Town had no control over the PUC.

### **b. Tax Impact Per Warrant Article**

Gayle Landry asked Chairman Walker if he would be explaining the tax impact of each Warrant Article at Town Meeting. She suggested that a handout about tax impacts would be useful, showing the impact of each Article on a \$200,000 house.

TA Rollins said she would prepare a chart for various property values. These would be estimates only.

Chairman Walker noted that the estimated tax impact of appropriations was different from the tax rate. He would need to explain that.

## **10) Town Administrator's Report**

### **a. Annual Report**

TA Rollins noted that the 2021 Annual Report was available in the lobby. They were also available at the Library. A box would also be at Crossroads. It was also available on the Town's website. TA Rollins said if anyone wanted originals of the photos, they could contact Kimberley Edelmann.

Chairman Walker thanked Kimberley for her work on the Town Report and said it was fabulous. He especially loved the cover.

### **b. Absentee Ballots**

TA Rollins noted that the Town Clerk's office would be open to accept absentee ballots on Monday, March 7 from 3 pm to 5 pm.

## **11) Next Meetings**

Selectman Herbert made a **motion** to adjourn the meeting 7:50 pm. Selectman Hoyt **seconded**. The **motion passed** with all in favor. The next scheduled meeting: Wednesday, March 16, at 7 pm at Academy Hall.

Respectfully Submitted,

Kimberley Brown Edelmann  
Recording Secretary

*These minutes were approved at the Board  
of Selectmen's meeting of March 16, 2022.*