



Selectmen's Meeting Summary April 3, 2019

Chairman Ken Ross-Raymond	Present
Selectman Jim Hoyt	Present
Selectman Pete Ballou	Present
Town Administrator Margaret Warren	Present
Municipal Assistant Jill Colardeau	Present

Visitors: Marcia Murphy, Sandy Miller, Steve Wheeler, Joe Schmidl, Gayle Landry, Bill MacDuffie, Beverly Tilley.

Selectman Ross-Raymond opened the meeting at 5:30 PM. Selectman Ballou thanked everyone for their support of his family last weekend.

- Review and Approve Minutes of March 20, 2019. **Selectman Ross-Raymond made a motion to accept the March 20, 2019 meeting summary. Selectman Hoyt moved the motion and Selectman Ballou seconded. All voted in favor.**
- Review Accounts Payable & Payroll registers. **Select Board moved and accepted. All voted in favor.**

Departments:

Correction on March 6th BOS Meeting Minutes regarding interest rate on delinquent taxes should have read as follows: **Effective April 1, 2019, the interest rate on delinquent property taxes assessed in 2019 changes from 12% to 8%. The liens for the unpaid 2019 invoices will change from 18% to 14%.**

Road Agent MacDuffie - Road Update

- Road Agent MacDuffie noted they are making progress on the road conditions and the weather is helping since temperatures have been more gradual and less extreme. He noted only some sections of roads need attention.
- Road Agent MacDuffie is planning on visiting the Epsom Road Agent to see first-hand their process for dealing with mud season and road damage.
- General discussion to use flood control money for those sections of roads needing attention. Selectman Ballou noted funds are available for a sander if needed.

Fire Chief MacDuffie - Update

- Stats: 4 – EMS Calls; 1 – Service Call
- Fire Chief MacDuffie noted they are working on a grant to change all three door strikes at the Safety Building with cards/key fobs and install security cameras at each door. Fire Chief MacDuffie received a quote from Mason Alarms for \$6,614.00. This would give them the ability to remotely unlock all three exterior doors during fire responses via a smart phone app. The quote would also give them the ability to add users/make changes, but noted replacement cards would be expensive to replace. The ability to also view the security cameras via a smart phone is included in the quote. Fire Chief MacDuffie noted a difference of \$1,300.00 between the grant and quote and the difference could be put into the budget for 2020. This will be put on the agenda for the next BOS meeting and finalized.
- Fire Chief MacDuffie requested that the Fire Department PO address be put on the town website so they receive bills first and then forward them to Academy Hall. TA Warren noted all invoices come to Academy Hall for processing to avoid late payments or lost bills. Selectman Ballou

noted overdue bills could affect the Town's credit rating if not received in a timely manner. MacDuffie stated that was before his time.

- TA Warren noted six keys were made for the PD and gave three to the Chief for access when needed. MacDuffie asked about using the PD for his office but at this time the State Police are using it and the internet is set up there for them.

Police Log - March 2019

Total calls: 23: 1 - Ambulance Needed; 6 - Burglar Alarms; 1 - Missing Person; 1 - Noise Complaint; 1 - Theft; 5 - Request for Services; 2 - Restraining Orders; 2 - Road Obstruction; 1 - Violation of Court Order; 3 - Welfare Checks. Report on file in the Selectmen's Office.

Old Business:

• Meeting Updates:

- Fire Chief MacDuffie met with Franklin and was quoted a price of \$55,000.00/yr. The original quote was for \$83,000.00/yr. If we went with Franklin, they would need to switch dispatch and radios which could be problematic and it would not be able to take effect until 2020. We currently have a verbal contract with Penacook at \$72,000.00/yr. We are waiting for a written contract. Canterbury may be getting a contract together but has had some leadership changes recently.
- Planning Board Meeting (4/1) - Request for a lot line adjustment on Raccoon Hill Road was discussed. The Board started the checklist for the application and plan to walk the site, then finish the checklist with the applicant on April 29th.
- Selectman Ross-Raymond noted any changes to the Zoning Ordinance regarding Yard Sale signs, (removing the permit, application, and/or fee), would need to go back to the Planning Board and be amended at the next Town Meeting.
- Hazardous Mitigation Meeting - work session (4/1) - Fire Chief MacDuffie noted the Safety Building cannot be certifiable as an overnight American Red Cross (ARC) shelter/evacuation center and would have to be classified as an independent shelter. There are only two bathrooms and the building would have to have the capacity to feed 50 people. Also, a few of the fire trucks need to be stored inside the building so space is limited. He noted the Salisbury Elementary School would also need to operate on their own and would be classified as an independent shelter as opposed to an ARC shelter. A certified ARC shelter would be open to residents in town or residents from other towns. Chief MacDuffie will find out where the closest ARC shelter is.
- Andover Excavation Application - Selectman Ballou and Planning Board Chair Greiner are planning on attending the AZBA rehearing on April 16 at 7 PM.
- **Meeting Reminders:**
 - 4/4 - Cemetery Trustees Meeting at 4 PM at Academy Hall upstairs - TA Warren noted no letters of interest had been received for the mowing/maintenance position.
 - 4/6 - SHS Archive Workshop from 9 AM - 2 PM at Town Hall
 - 4/8 - Budget Committee Meeting at 7 PM at Academy Hall upstairs
 - 4/10 - Old Home Day Committee Meeting at 6:30 PM at Academy Hall upstairs
 - 4/11 - Zoning Board of Adjustments Meeting at 7 PM at Academy Hall upstairs - due to a conflict with the schedule, the Recycling Committee will meet on 4/18 instead.
 - 4/16 - Trustees of the Trust Fund Meeting at 6:30 PM at Academy Hall - Selectman Hoyt asked if the open position was filled. Chair Wheeler noted the position was filled by Beverly Tilley who was sworn in.
 - 4/18 - Recycling Committee Meeting at 7 PM at Academy Hall upstairs - Selectman Ross-Raymond thanked Selectman Hoyt for arranging Mike Durfor from NRRA to attend and

present a slide presentation at the next BOS meeting on April 17th and the Recycling Committee has been invited to attend.

- Transfer Station Operator Wheeler has sent out invitations/emails to interested people to attend the slide presentation by Mike Durfor from NRRA.
- 4/24 - Conservation Commission Meeting at 7 PM at Academy Hall upstairs
- SHS World II Dinner on 4/27 from 6:30 - 8 PM (\$25.00 charge)

New Business:

- Time change in BOS Meetings - Selectman Hoyt asked to change the start time from 5:30 PM to 6 PM for the Board of Selectman Meetings beginning on May 1st, 2019. **Selectman Ross-Raymond made a motion to start the meetings at 6 PM. Selectman Hoyt moved the motion and seconded by Selectman Ballou. All voted in favor.**
- Transfer Station - Selectman Ross-Raymond noted the need for posters around town with the seasonal hours at the Transfer Station on Wednesdays for the public as follows:
Wednesdays from 2 PM - 6 PM
from April 17th thru October 23rd
- Selectman Ross-Raymond noted the need for new posters regarding new hours at the Selectmen's office which is now open on Mondays from 9:00 AM until 1:00 PM effective as of April 1, 2019.
- Transfer Station Operator Wheeler thanked Road Agent MacDuffie for maintaining all the interior roads at the Transfer Station.
 - Selectman Ballou noted the need to maintain a schedule for those roads at the Transfer Station and to budget for this next year.
 - Utility Taxation – Use of public right-of-way petition regarding pole and conduit licenses. A Public Hearing will be held by the BOS on April 17th at 5:30 PM at Academy Hall upstairs.
 - SOP - Inclement Weather Policy - Selectman Ross-Raymond suggested eliminating the current policy. He will rewrite the SOP Inclement Weather Policy and let employees and elected officials use their own judgement whether they come into work or not. If they come in, the Town Office would be open, if not, the Town Office would be closed. Office staff and elected officials would communicate with one another regarding the Town Office being opened or closed due to inclement weather. Noted the discussion will be finished up at another meeting.
 - Face Book Page for Town of Salisbury - Selectman Hoyt noted a Face Book page for the Town of Salisbury would be a good avenue to highlight informational events, but not to be used as a gripe session. He noted other towns have a Face Book pages. Selectman Ross-Raymond noted we should consider it.
 - Planning Board - approved Joe Schmidl as an Alternate. He will see the Town Clerk to be sworn in.
 - A call from Rich Chandler on West Salisbury Road noted the logging operation on the property across the street from him left a 60 ft. bar gap in a stone wall. The loggers had moved the stone wall and he is concerned about four wheelers diving through the gap, especially with summer coming. TA Warren recommended a letter be sent to the property owner stating these concerns.
- **Public Comments:**
 - TC Landry noted a number of concerns about a Face Book page and is against the town having a Face Book page. She noted the possibility of negative comments, wrong information, and duplication of information could be posted. She asked who would be responsible for monitoring, double checking, and deciding the nature of the comments that would be posted or not. She noted the Town Crier or The Friends of Salisbury Face Book page could post any upcoming information. A suggestion was made for The Friends of Salisbury to list our website address link when duplicating information.

- Marcia Murphy noted an administrator would be needed to monitor peoples' comments, especially nasty comments, on a Face Book page. She asked who would be responsible in determining what gets posted or not posted and verify that the information is correct.
- Selectman Ballou suggested the conversation be tabled for now.
- **Correspondence:**
 - Fire Chief MacDuffie presented the Board of Selectmen a recommendation and application for the Select Board to sign for Deputy Chief Joshua Nixon to become a Deputy Warden.
- **Other:**
 - CCI on North Road - internet analysis to be forwarded to Selectman Ross-Raymond.
 - Selectman Ballou noted he would be unable to leave at a moments' notice if the temperature alarm were to go off at any town building or if something else came up last minute. He would need advance notice so he would be able to make arrangements at home. He noted if it posed a problem with the other Select members he would understand and would be willing to withdraw from the Board of Selectmen. Ross-Raymond and Selectman Hoyt both agreed that would not be a problem with them.

Selectman Ross-Raymond moved to adjourn at 7:00 PM. Selectman Hoyt moved and Selectman Ballou seconded. All voted in favor.

Respectfully submitted,

Jill Colardeau, Municipal Assistant

Meeting Summary reviewed and accepted at the April 17, 2019 Meeting.

Selectmen, Town of Salisbury