



## Selectmen's Meeting Summary

May 1, 2019

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

**Visitors:** Sandy Miller, Marcia Murphy, Gayle Landry, Bill MacDuffie, David Rapalyea, Judy Elliot, Dottie Swenson, Bret Walker, Joseph Haas.

Chairman Ross-Raymond opened the meeting at 6 PM.

- Review and Approve Minutes of 4/17/19 meeting. **Selectman Hoyt made a motion to accept the April 17<sup>th</sup>, 2019 meeting summary. Selectman Ballou seconded. All voted in favor.**
- Review Accounts Payable & Payroll registers. **Select board moved and accepted.**

### Town Facebook Page:

- **Bret Walker** - Administrator for The Friends of Salisbury Facebook page was invited to go over options and help the Town of Salisbury in setting up a Facebook page. A Facebook page could be set up prior to it being published or going live. Bret Walker noted the town would want to choose which ever option would be appropriate for municipalities. Options presented were to either have a Group Setting or a Page Setting for the Facebook page. Discussion followed.
  - The Selectmen asked if TA Warren, TC Landry, MA Colardeau, and Town Crier Jennifer Hoyt would be able to discuss with Bret Walker the planning of an official Facebook page.
  - TA Warren noted social media ethics and conflicts of interest are issues for local municipalities. She provided copies from Knowing the Territory re: social media policies for the group to review.

### Departments:

- **Road Agent MacDuffie Update**
  - Most roads have thawed out and are now unposted for Load Limit signs. The exception is Oak Hill Road, which will probably be posted until the end of this week. The roads are better but still not in the best of shape. Road Agent MacDuffie still has a visit to the Epsom Road Agent on his To-Do list. He noted they are holding off for a couple of weeks for Pike Industries to finish North Road - just waiting for the road to dry out. The project is scheduled for the end of this month.
- **Fire Chief MacDuffie Update**
  - **Stats:** 7 - EMS Calls; 5 - Mutual Aid Calls; 2 - Fire Calls; 1 - Motor Vehicle Accident.
  - Fire Chief MacDuffie asked if the Board had checked out the quote/cost of the security system since he would like to move forward with that.
  - Fire Chief MacDuffie has received a contract, a rough draft, from Penacook Rescue last night at a meeting. TA Warren to forward the contract to the Select Board so they'll have the details prior to them inviting Shawn from Penacook Rescue to the next Board of Selectmen meeting on May 15<sup>th</sup>. Fire Chief MacDuffie is waiting for Boscawen to set up another meeting. Fire Chief MacDuffie noted they are responding to all Fire and Rescue calls in Webster this side of Route 3 since Hopkinton Rescue is having problems with their rescue.
- **NH State Police Report** - Stats for April 2019 - Total Calls: 25
  - 1 - Abandoned vehicle; 2 - Ambulances Needed; 2 - Burglar Alarms; 1 - Criminal Threatening;

1 - Department Assist; 2 - Hazardous Operators; 2 - MV Accidents; 2 - Animal Complaints;  
1 - Property Found; 2 - Request for Services; 2 - Sex Offender Registrations; 1 - Sexual Assault;  
1 - Subpoena Service; 1 - Suspicious Activity; 1 - Suspicious Person; 2 - Thefts; 1 - Wanted Person.  
Report on file in Selectmen's Office.

- **Supervisors of the Checklist**

- Supervisors requested to meet with the Selectmen after training they recently attended, where the state recommends they have a locking file cabinet, a locked office, and a secure computer/printer and desk area to safe guard the voter registration process. They noted this is becoming more private and confidential. Discussed having an area upstairs and it was suggested perhaps space in the old PD at the Safety Building. TA Warren to give them a key to see the space available and then will look into getting a desktop. TA Warren to check in with Lt. Commerford about their use of the space.

**Meeting Reminders:**

- 5/2 - Cemetery Trustees at 4 PM at Academy Hall.
- 5/4 - 17<sup>th</sup> Annual Friends of the Salisbury Free Library - Town Wide Yard Sale from 8AM - 1 PM on the Library Green.
- 5/4 - Ravioli Dinner from 5 -7 PM at the Town Hall - \$10 charge - proceeds to benefit Salisbury Old Home Day.
- 5/6 - Planning Board Meeting at 7 PM at Academy Hall.
- 5/7 - Conservation Commission at 7 PM at Academy Hall - no regular scheduled meeting on 5/22.
- 5/8 - Old Home Day Committee at 6:30 PM at Academy Hall.
- 5/9 - Recycling Committee at 7 PM at Academy Hall.
- 5/13 & 5/20 - Hazardous Mitigation Committee Meeting from 5:30 - 7:30 PM at the Safety Building.
- 5/20 - Planning Board Meeting at 7 PM at Academy Hall.

**Old Business:**

**Meeting Updates:**

- Recycling Committee Meeting (4/18) - Small group discussed mandatory sorting and stressed the importance of recycling glass. Chairman Ross-Raymond noted he would like to move forward and pay for signage to the tune of \$120.00 out of his own pocket to encourage residents to recycle. TA Warren noted the NH the Beautiful may have signs available. Selectman Ballou came up with a catchy phrase, "*Save your cash – leave out the glass*" for signage. Signs to be ordered to place on containers.
- TA Warren to check on status of speed limit request to NH D.O.T. and to check with Lt. Commerford on flashing speed limit signs. Chairman Ross-Raymond said Crimeline has grants for signs.
- Hazardous Mitigation Committee Meeting (4/29) - The bulk of the survey is done and there are two more meetings scheduled for this month on May 13<sup>th</sup> and May 20<sup>th</sup> from 5:30 - 7:30 PM at the Safety Building.
- Planning Board Meeting & Site Walk (4/29) - Selectman Hoyt noted town counsel advised the lot line change on Raccoon Hill Road presented to the Planning Board be considered as a sub-division and move forward with the paperwork involved with sub-divisions.

**New Business:**

- The Selectmen approved two reappointments; Kathleen Doyle and Dave Kelly to the Recreation Committee and approved three reappointments; Bill MacDuffie, Leon Riel, and Dave Kelly to the Conservation Commission. TA Warren to leave paperwork with the Town Clerk.
- Terminex estimate for standard pests would be \$90 a month to monitor it. A specific dusting for bees estimate would be \$800. TA Warren will check with other pest companies. Chairman Ross-Raymond will activate bombs in the attic at Academy Hall for the hornets.

- Review and update Project To-Do List - was reviewed and updated. Please see attached list.
- TA Warren noted Lou Freeman has volunteered to go around to all town buildings and have all fire extinguishers recertified this year.
- TA Warren asked Chairman Ross-Raymond to look at getting the flags up at Town Hall and Academy Hall and the ropes need work.

#### **Public Comments:**

- TC Landry suggested it would take a day to clean and clear out the stage area at the Town Hall. Chairman Ross-Raymond asked TA Warren to contact the Town of Deering to see where they got their curtains for their stage.
- Joseph Haas - general discussion regarding abatements, property/school tax billing, RSA's, definitions.

#### **Correspondence:**

- Abatements - Tilton & Jimenez were approved and signed by the Select Board, at the recommendation of the Cross Country property assessors.

**Selectman Ross-Raymond made a motion to adjourn at 7:38 PM, Selectman Ballou seconded. All voted in favor.**

**Non-public Session: At 7:40 PM a motion to enter a non-public session per RSA 91-A:3: II (e) made by Selectman Hoyt and seconded by Selectman Ballou.**

#### **Roll Call Vote:**

**Ken Ross-Raymond - ✓ Pete Ballou - ✓ Jim Hoyt - ✓**

**Selectmen returned to a public session at 8:15 PM. The Board moved to seal the minutes and adjourned at 8:17 PM.**

Respectfully submitted,

Jill Colardeau  
Municipal Assistant

**Meeting Summary reviewed and accepted at the May 15, 2019 meeting.**

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Selectmen, Town of Salisbury