



Selectmen's Meeting Summary

June 5, 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, Rick Chandler, Jennifer Hoyt, Jill Mapes, Michael and Stephanie Prete.

Chairman Ross-Raymond opened the meeting at 6 PM.

Regular Business:

- Review and Approve Minutes of the 5/15/19 meeting. **Selectman Ballou made a motion to accept the May 15, 2019 meeting summary. Selectman Hoyt seconded. All voted in favor.**
- Review Accounts Payable & Payroll registers. **Select Board moved and accepted.**

Departments:

Road Agent MacDuffie:

- Road Agent MacDuffie noted Pike Industries is scheduled to finish grinding North Road.
- Road Agent MacDuffie noted they have been busy and behind schedule due to increased rainfall this spring. He responded to a question from resident Jill Mapes on Gerrish Road. She asked if the Road Agent had a set schedule for road maintenance in town. She said Gerrish Road is in need of attention and stated non-residents use it as a shortcut into Boscawen. Chairman Ross-Raymond noted her concerns and asked her to bear with us since the weather has impacted and delayed maintenance of many roads in town. It was noted Gerrish Road is a Class V road and closer into Boscawen it is more of a Class VI road. Road Agent MacDuffie noted Gerrish Road will be graded before the end of the week.

Fire Chief MacDuffie: Total calls in May = 4. Stats: 1 - Motor Vehicle Accident; 3 - EMS Calls.

- The cost of an AED for Town Hall is up from \$750 to \$1349, which is an increase in price since the grant funds had expired. Fire Chief MacDuffie noted the AED should include the box to house the AED in. **Selectman Hoyt made a motion to approve the AED for \$1349 at the Town Hall. Seconded by Selectman Ballou. All voted in favor.** It was noted that an AED needs to be budgeted for the Transfer Station next.
- Fire Chief MacDuffie noted that Cheshire Medical Center was billed for services due to a building evacuation they responded to. He noted if/when Cheshire Medical Center reimburses, he will use to pay the members sent.
- Fire Chief MacDuffie noted a call placed to the NH State Police over the weekend took 2 ½ hrs. before they responded to an incident at the Transfer Station, but is only the second time it took them that long.
- Fire Chief MacDuffie noted he got into the old evidence room at the Safety Building after the NH State Police gave him permission. Fire Chief MacDuffie noted he will only clear the room out after the NH State Police checks it out first before he will remove anything.
- Fire Chief MacDuffie asked people with keys to the Safety Building to come up with a 4-digit pin code for the new touch pads and email those codes to him. He noted the codes would work on both doors at the Safety Building.
- Fire Chief MacDuffie asked TA Warren if she would contact Air Gas regarding a delivery.
- Fire Chief MacDuffie noted the state is mandating radio changes and grants are available but due on 6/14.

He noted two trucks would have to have their radios/plugs replaced and upgraded. Selectmen signed all paperwork tonight.

Cemetery Trustees:

- Chair Chandler asked if the Cemetery Trustees/Town would be able to donate \$150 to the American Legion Post 31 in Penacook. He noted Post 31 has graciously donated flags to the Town of Salisbury for many years. Prior to that, the Cemetery Trustees would have a line item in the budget of \$250 to purchase flags. He also noted he might be able to get flag poles through Post 31 at a reduced rate since he is also a veteran. TA Warren noted this donation would come out of their budget under the Miscellaneous line item. TA Warren noted nothing had been budgeted for this year. Selectman Ballou noted it could be put in their budget for next year.
- Chair Chandler noted the new maintenance company has done a good job mowing and maintaining the cemeteries in spite of the numerous days of rain we have had this spring. Chair Chandler noted the leaves around The Congregational Cemetery are plentiful and asked the Selectmen if they would talk with the resident next to the cemetery for permission to dump the leaves in a pit behind his house. Selectman Hoyt and Chair Chandler agreed to meet with the resident tomorrow after the Cemetery Trustees meeting.
- Chair Chandler noted Scott Bickford has done a nice job working on and painting the fence making the cemetery look good.
- Chairman Ross-Raymond volunteered to take care of sealing the wall at the cemetery.

NH State Police Log for May 2019: Total Calls = 23

1 - Abandoned Vehicle; 1 - Burglary Past Tense; 1 - Civil Standby; 1 - Domestic in Progress;
1 - F & G Notified; 2 - Hazardous Operators; 4 - Animal Complaints; 4 - Requests for Services;
3 - Sex Offender Registrations; 2 - Subpoena Services; 1 - Suspicious Motor Vehicle; 1 - Theft;
1 - Pursuit. Report on file in the Selectmen's Office.

Old Business:

- **Penacook Rescue - Contract Draft Agreement for EMS** - Chairman Ross-Raymond asked Fire Chief MacDuffie if the contract draft agreement for EMS has been sent to Penacook's lawyers. He noted it had and asked the Selectmen if they had any concerns with the contract - which they do not.
- **Estimates/Quotes for Pests** - Chairman Ross-Raymond noted the cost of a professional pest service is cost prohibited and without any warranty. He suggested we purchase insect bombs and keep up with it ourselves.
- **Facebook Page** - Selectman Hoyt asked if the Facebook page was ready to go and be approved. TC Rollins completed typed meeting minutes from the initial meeting on 5/28. She drafted a Social Media Policy for the Selectmen's approval. TA Warren noted the policy should be run by Town Council prior to approving. TC Landry noted the draft Social Media Policy was too immature to send off to Town Counsel just yet, that it needed to be fine-tuned first. She also noted the Selectmen needed to select administrators for the page and a super administrator. Selectman Hoyt suggested Town Clerk Rollins, Tax Collector Landry, and Town Crier Jennifer Hoyt be administrators of the Official Town of Salisbury Facebook Page. Chairman Ross-Raymond suggested the three administrators choose a super administrator for the page. Jennifer Hoyt suggested the super administrator could do all the posting and the other two administrators would be able to remove inappropriate comments along with the super administrator. Chairman Ross-Raymond would like the Facebook page to mimic our website and noted TA Warren would have a role in this, too. Chairman Ross-Raymond suggested the group of three meet to discuss and finalize things. TC Rollins will be doing a mock up for the Facebook page. An estimated time frame for the Facebook Page could be July 1st or sooner.

- **Water Pump cycling on and off** - Reminder made that it's still an issue.
- **Speed Limit Signs** - Chairman Ross-Raymond asked TA Warren if the new NH DOT had gotten back with us yet regarding speed limit signs. TA Warren noted nothing yet. Chairman Ross-Raymond would like to get an application from Crimeline for potential grants to use for the speed limit issues and ask TC Rollins to work on that since she has grant experience.
- Chief MacDuffie spoke with Scott Sweat about adding an outlet at the Safety Building and for the overhead garage doors to be added to the generator.
- **Cleaning Town Hall:** TA Warren received a quote of \$1250 from Truly Clean. The quote is for 20 hours of cleaning to include; lights, walls, floors, etc ... The Boscawen Town Office recommended the cleaning service. Selectman Ballou noted OSHA regulations and to be sure the company is insured since they will need a ladder in order to clean the overhead lights. TA Warren noted she would obtain a Certificate of Insurance from the cleaning service. **Selectman Ross-Raymond made a motion to approve the cleaning of Town Hall for \$1250. Selectman Ballou seconded. All voted in favor.**

Meeting Updates:

- Hazardous Mitigation Committee (5/20) - Continued updating capability survey.
- Planning Board (5/20 & 6/3) - Selectman Hoyt noted the change with the lot line adjustment wording needs to be changed at the meeting on May 20th. Chairman Ross-Raymond noted discussion of the Champagne Excavation application at the meeting on June 3rd.
- Andover ZBA Champagne Rehearing (5/21) - The application and permit for excavation was approved.

Meeting Reminders:

- 6/6 - Cemetery Trustees 4 PM at Academy Hall.
- 6/10 & 6/24 - Hazardous Mitigation Committee 5:30 - 7:30 PM at the Safety Building.
- 6/12 - Old Home Day Committee 6:30 PM at Academy Hall.
- 6/13 - Recycling Committee 7 PM meeting has been cancelled - next meeting July 11th.
- 6/15 - American Red Cross Blood Drive 9 AM - 3 PM at Town Hall.

New Business:

- Tax bills were mailed out on 5/21st and due on 7/3rd.
- Posters on Yuka the Arctic Fox presentation on 6/28th at 6 PM at the Town Hall are posted around town.
- Board of Selectmen meeting on July 3rd has been cancelled due to the July 4th holiday. Selectman Ballou noted if anything urgent came up they would meet.

Public Comments:

- Jennifer Hoyt asked if Gerrish Road is a regular town road. Road Agent MacDuffie noted it is a Class V road. TA noted Gerrish Road was a seasonal road not long ago and the Boscawen end of the road is a Class VI. Jennifer also asked if it would be possible to post "No Thru Traffic" signs on the road.
- Road Agent MacDuffie noted Route 4 is being paved, providing a skim coat, from Water Street in Boscawen through Andover at the intersection of Route 4 and Route 11.

Correspondence:

- The Selectmen signed a memorandum for a Homeland Security Grant - 2019 for a Radio Reprogramming Grant. It is to reprogram all department radios including the radios in Fire Chief MacDuffie's and Deputy Warden Joshua Nixon's POVs.

Other:

- Chairman Ross-Raymond noted the CCI representative stated the number of residents interested in an internet connection were too far from their station. Selectman Hoyt asked if there were any other areas in Salisbury without the internet. There are a few areas without the population density like the flood plain area. Chairman Ross-Raymond has a listing of residents without coverage and would like the

CCI representative to come speak to them. He is waiting for a response from CCI to see if they would be able to talk with residents on North Road and Flaghole Road regarding coverage. TA Warren suggested a Public Information meeting to be placed on the BOS agenda once we hear back from CCI.

- TA Warren noted TDS sent the Town of Salisbury a \$1000 donation for the Old Home Day fireworks.
- The Selectmen attended a Selectmen's training program.
- Selectman Hoyt spoke with Fred Regan at the School District about traffic flow at the Salisbury Elementary School and noted the buses will come in the other way, changing the entrance and exit patterns, starting next year to alleviate the congestion during peak times.

Chairman Ross-Raymond made a motion to adjourn at 7 PM. Selectman Ballou seconded. All voted in favor.

Respectfully submitted:

Jill Colardeau Municipal Assistant

Meeting Summary reviewed and accepted at the June 19, 2019 meeting.

Selectmen, Town of Salisbury