



Salisbury Board of Selectmen

Meeting Minutes

May 19, 2021

Approved

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

Attendees: Several citizens attended the meeting in person at the Town Hall. A couple members of the public attended via Zoom.

1) Open Meeting

Chairman Brett Walker opened the meeting at 7:02 pm.

2) Meeting Minutes

Selectman Herbert made a **motion** to accept the meeting minutes of May 5, 2021. Chairman Walker **seconded**. The **motion passed** with all in favor.

3) Signatures

Chairman Walker noted that the Board reviewed the Accounts Payable and Payroll Registers. They had also signed a right to interment form submitted by Marlana Dipre.

The Selectboard reviewed intent to cut requests for Tax Map 202, Lot 1 and Tax Map 216, Lots 3 & 5.

4) New Business

a. **Planning Board Appointments**

Chairman Walker noted that the Planning Board recommended two people to be added to the Board, one as a full member, the other as an alternate.

Selectman Herbert made a **motion** to accept Jeffrey Blanchard as a full member and David Hostetler as an alternate. Selectman Hoyt **seconded**. The **motion passed** with all in favor.

b. NH State Police Statistics

Chairman Walker read the NH State Police Statistics for the month of April. These were as follows:

Abandoned vehicle	1	Request for service	2
Burglar alarm	1	Sex offender registration	3
Burglary in progress	2	Theft	1
Civil standby	3	Unattended / unnatural / suspicious death	1
Criminal mischief / threatening	1	Untimely death	1
Domestic in progress	1	VIN verification	1
Emergency management request	1	Welfare check	3
Total Calls :			22

c. Academy Hall Septic System

Chairman Walker reported that on Wednesday of the previous week, the toilet in Academy Hall backed up. Byron's Septic Service of Andover was called and they serviced the septic system the following day.

The Byron's engineer noted that the sewer pipe from the building to the septic tank had a low point which was collecting material. He advised that the pipe should be checked and cleared to prevent potential blockage. Bill MacDuffie Jr offered to tackle that job.

Chairman Walker also shared that he had to dig about a foot down to locate the two septic tank covers. Now that they were uncovered and exposed, they should be covered with something solid instead of dirt. Bill MacDuffie Jr said he would look into options for that, as well.

d. Personnel Policy – Employment Section

It was noted that in regards to prior discussions about obtaining background checks for volunteers, the current personnel policy as written was fine. No changes would be needed.

Noting that background checks can contain sensitive data, it was pointed out that all background checks would be handled by the Town Administrator.

e. Donations RSA 31:95-e – Mike Prete, Double Convection Oven, Pots & Pans

Mike Prete, owner of The Kitchen Andover which will be closing soon, offered the Town of Salisbury an oven along with pots & pans. Selectman Hoyt noted that the model was a wall oven and would require extensive cabinetry work to get it flush mounted in the Town Hall kitchen. Gayle Landry commented that it would be good to get the pots and pans.

Chairman Walker made a **motion** to accept decline the generous offer of the oven and accept the pots & pans with an estimated value of \$100. Selectman Hoyt **seconded**. The **motion passed** with all in favor.

f. August 21 Blood Drive

TA Rollins noted that the American Red Cross was holding a blood drive at the Town Hall on August 21 from 9 am to 2 pm. She asked the Selectboard if they wanted to waive the Town Hall rental fee.

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

5) Public Hearing – ARPA Funds @ 7:30 p.m.

Chairman Walker opened the Public Hearing at 7:30 pm and provided some background. He explained that he had been in contact with the NH Municipal Association (NHMA) and the Department of Revenue Administration (DRA). From those conversations, it was clear that the American Rescue Plan Act of 2021 (ARPA) funds are classified as “unanticipated revenue” and therefore fall under NH RSA Section 31:95-b and are therefore excluded from RSA 32. The Board of Selectmen can use the ARPA funds to do the broadband internet project without additional Town votes. No taxpayer dollars will be used.

Town Administrator April Rollins noted that the Town of Salisbury adopted RSA 31:95 in 1984.

Chairman Walker noted that the Town of Salisbury expects to receive \$143,155 in ARPA funds according to the latest information dated March 10, 2021. The funds will arrive in two tranches. The first half of \$71,577 is expected very soon.

Chairman Walker suggested the Board immediately vote to accept the funds. He also suggested they vote to send \$688 of the funds to TDS to cover the cost of filing the Make Ready Pole Applications with Eversource and Consolidated as soon as the first tranche arrives. That first key step is a 6 to 8 week process. TDS’s expected project cost is \$103,500. Additional costs from Eversource and Consolidated are anticipated but unknown, however the total project cost is expected to be well under the \$143,155 that will be received via ARPA.

Chairman Walker noted that the Department of the Treasury released additional criteria detail about broadband. He asked Selectman Hoyt to confirm with TDS that the broadband that will be installed meets the stated minimum upload and download speeds.

Chairman Walker investigated how the second payment could be used. He reported that all of the funds can be used for expenses incurred between March 3, 2021 and Dec 31, 2024. He wanted confirmation from NHMA about this, specifically if the second payment (expected in 2022) could be used to cover the project even if it was completed in 2021.

Selectman Herbert was concerned about “no means no”. Chairman Walker noted that DRA confirmed that the ARPA funds would qualify as “unanticipated revenue”. He also received legal advice via an email from Stephen Buckley (NHMA), the last paragraph which read:

ARPA money to be received by the town can be accepted either under RSA 31:95-b or RSA 21-P:43 . In either instance, ARPA funds would not be subject to the fiscal spending limits expressed in RSA 32:10.

Chairman Walker also explained that RSA 31:95-b, IV(b) states that action taken under the RSA was exempt from all provisions of RSA 32 relative to limitation and expenditure of town or village district moneys.

Marcia Murphy asked when the second tranche was expected to arrive. Chairman Walker said the act said it would be “no less than 12 months” after the first tranche, but in the regulations it says 12 months after. The exact dates are not clear yet. It was expected within the first half or middle of 2022.

A member of the public noted that the TDS project would not use all of the ARPA funds. He asked how the remainder of the funds would be used. Chairman Walker replied that the law stated that the funds could be used for Covid related expenses. Lost revenue was one, but the Town hadn’t lost revenue. It could also be used to make special payments to front line employees. It could be spent up to 2024. The money could also be used to restore programs which were cut due to Covid, but the Town didn’t cut any programs. Any unused funds must be returned, but Chairman Walker did not anticipate doing that.

Selectman Herbert noted that ARPA funds can not be applied to the Town taxes.

Marcia Murphy asked about the Meals & Rooms Tax shared revenue and if the Town would receive less due to Covid. Chairman Walker believed the state would be sending the same amount as in the prior year.

A member of the public wanted to clarify that installation of broadband was not a capital improvement to his home. Instead, it was an enhancement to the infrastructure of the Town. Chairman Walker concurred and added that the TDS installation only provided wiring on the street, not to individual homes.

A member of the public asked if the septic system at Academy Hall would be classified as a “sewer system” by the American Rescue Plan Act and funding be applied to repairs or replacement. Chairman Walker replied that he didn’t think the septic needed replacing. TA Rollins added that a septic system would not qualify as a public sewer system or waste water treatment plant in terms of ARPA funding.

There were no further public comments.

Chairman Walker made a **motion** to accept funds from the American Rescue Plan Act of 2021 under RSA 31:95-b. Selectman Hoyt **seconded**. The **motion passed** with all in favor.

Chairman Walker made a **motion** to, upon receipt of ARPA funds, send \$688 to TDS so that they can start the licensing process. Selectman Hoyt **seconded**. The **motion passed** with all in favor.

A member of the public asked if anything in ARPA could be applied to the Transfer Station. Chairman Walker answered that there was not. Chairman Walker noted that had the Town laid off employees due to Covid, they could hire them back, but no one was let go.

Chairman Walker closed the Public Hearing at 7:45 pm.

6) Department & Committee Updates

a. Fire Department / Road Agent

Chief Bill MacDuffie Jr noted that he was still getting quotes for a new washer & dryer. Both are being paid for via a grant.

b. Transfer Station

Bill MacDuffie Jr said he made repairs to the wall.

Town Administrator April Rollins noted that 3 sections of 150 foot rope was purchased for use in securely tying down the tarps covering the containers.

c. Old Home Day

Selectman Hoyt shared that the Old Home Day Committee had met on May 11 and that things were progressing.

It was decided that the parade route would run from north to south this year. That would allow for easier turnarounds. The car & tractor show would be held at the same place.

d. Planning Board

Selectman Herbert shared that the Planning Board had met earlier in the week. They recommended Jeffrey Blanchard and David Hostetler be appointed.

The board also discussed impact fees for subdivisions. Selectman Herbert felt that based on the RSA, impact fees seemed complicated to implement. However, Boscawen has fees. They hired a consultant out of Yarmouth, Maine to assist in setting the fees. Selectman Herbert noted that some of the fees are pretty substantial, such as the \$5,000 fee for a single family home. He noted that the board plans to investigate this option further.

7) Old Business

a. Railings at Academy Hall

Town Administrator April Rollins reported that the ADA compliant lower rails were installed on the external stairs at Academy Hall and that the modification looked really good.

8) Selectmen's Reports

a. Visit from NH State Police Lieutenant Chad Lavoie

Selectman Hoyt invited Lt. Lavoie from the NH State Police to meet with the board. He gave Lt. Lavoie the floor.

Lt. Lavoie thanked the residents for the support they have received.

Lt. Lavoie shared that Troop D out of Concord has 38 uniformed troopers. Over the past year and a half, they have been scheduling 4 hours a week of work in Salisbury. They work at an overtime rate of 1.5x of the trooper's hourly rate. The trooper assigned is not paid for travel time. He commented that the rate is more affordable than if he charged the Town the standard detail rate of \$78 per hour.

In response to a question from a member of the public, Lt. Lavoie noted that the NH State Police could provide more than 4 hours per week if the Town wanted to expand coverage. He appreciates that the taxpayers are paying for their time.

Lt. Lavoie noted that the NH State Police take input from the Town in regards to areas of concern, things to look for, people to periodically check on, schools, speeding, and so forth. He also watches and analyses the statistics of calls in Salisbury. He noted that Friday and Saturday nights from 2 pm to 7 pm seem the busiest, often with traffic issues and service calls.

Selectman Herbert reflected upon the excessive speed of many drivers on Rt 4 coming through the four corners. He also commented that on the interstate going through Concord, where the speed limit is 55 mph, the slow lane is often doing 70 mph, but he never sees troopers. Eric Swendsen added that he is often astounded by the speeds people drive locally on Rt 127.

Lt. Lavoie acknowledged that speeding is an issue everywhere. He also shared that the NH State Police are hiring and looking to increase numbers. He added that staffing levels do not affect patrolling of Salisbury which is done as overtime.

Chairman Walker expressed concern about safety on the roads. He recently pulled data from the speed signs on Rt. 4 and noted that those who were not driving recklessly were slowing down while speeders were going faster. He noted a higher percentage of people going over 55 mph through the intersection. Lt. Lavoie shared that the NHSP rely on police presence to change bad driving behavior, but there are a lot of hours in a week. It's difficult to have that visual presence with only 4 hours a week while doing a multitude of other things for the Town.

Lt. Lavoie commented that NHSP calls upon the assistance of other police departments when they are over extended on calls.

Sharon MacDuffie asked if the number of road accidents had increased. Lt. Lavoie replied that he is going to look at trends after June's data is in, allowing him to analyze full year to year data.

Selectman Hoyt asked how many registered sex offenders were in Salisbury. Lt. Lavoie didn't have that statistic at hand. Chairman Walker believed it was around 6 and recalled that it was twice the average per capita in Salisbury than the State average. It was noted that the 2020 Annual Report shows 13 sex offender registrations for the year.

A couple members of the public shared that they have observed drug users from Franklin in Salisbury.

Chairman Walker commented that someone had suggested to him that a particular resident in Town should push their trash containers back as the dumpsters were blocking the view for road users. TA Rollins noted that the resident had been notified before; a reminder may be due.

Chairman Walker noted that the four corners was the intersection of two state highways. It was up to the state to decide how to manage the intersection in terms of traffic flow. David Hostetler suggested that rumble strips as used on the shoulder of the highways may be useful. Chairman Walker did not believe they were legal on state highways.

Lt. Lavoie noted that aside from speeding as a general concern, calls they respond to for Salisbury include suspicious vehicles, burglaries & thefts, trespassing and more. He added that the presence of police is a huge deterrent to illegal activities.

All three Selectmen thanked Lt. Lavoie for his visit and commented that the Town of Salisbury truly appreciates the work done by the NH State Police.

9) Town Administrator's Report

TA Rollins reminded the board that the Town Offices would be closed on Memorial Day.

TA Rollins reported that the string on the flag pole at Academy Hall was broken. She ordered a new flag pole and a new flag. The big wooden pole will be dismantled, cut into short pieces, and removed.

TA Rollins reported that an inspector from the Department of Labor would be inspecting the elevator at Academy Hall during the first week of June. Also that week, Huckleberry would be inspecting the heating system.

TA Rollins noted that installing a WiFi enabled thermostat at the Town Hall would require the services of an electrician. Selectman Hoyt said he knew someone who might be able to do the work.

Chairman Walker pointed out that the goal is to have a set up where notifications would be sent out when the temperature of the building drops significantly. The cost of such technology would be far less than the cost of repairs to the Town Hall should the plumbing and water pipes freeze and split. Selectman Herbert suggested that Phil Tucker, the Town's IT consultant, may know of a suitable solution.

10) Adjournment

Chairman Walker made a **motion** to adjourn the meeting at 8:10 pm. Selectman Herbert **seconded**. The **motion passed** with all in favor. The next scheduled meeting is for June 2, 7 pm at the Academy Hall.

Respectfully Submitted,

Kimberley Brown Edelmann
Recording Secretary

These meeting minutes were reviewed and accepted on June 2, 2021.

Selectmen, Town of Salisbury