



Selectmen's Meeting Summary September 21, 2016

Chairman Ken Ross-Raymond	Present
Selectman Pete Ballou	Present
Selectman Samantha Tucker	Present
Town Administrator Margaret Warren	Present
Administrative Assistant Kathie Downes	Present

Visitors: Gayle Landry; Stacia Eastman, Tyler Eastman, Amy Garfinkle, Bill MacDuffie, Jr., Sandy Miller, Marcia Murphy

Chairman Ross-Raymond called the meeting to order at 5:30 PM.

- Review and Approve Minutes of September 7th summary: **Selectman Ballou moved to accept summary as written, and Selectman Tucker seconded. Summary approved.**
- Review Accounts Payable & Payroll registers. **Select board moved and accepted.**

Department Heads:

Fire Chief MacDuffie – monthly update

- Stats: 8 ems , 2 mutual aid, 2 wires
- Wardens Supper/Meeting held last night was attended by 24 participants.
- Fourth Annual Haunted Hayride – at Maplewood Ballfield - 10/15/16 – dusk on - \$3 per person
- Chief noted that Valley informed him our new truck is next in line.
- Sandy Miller asked Chief about Workers Comp issue Andover is experiencing. Chief indicated Salisbury could experience same issues should someone get hurt while on a call – we are covered by Primex as well.
- Selectman Ross-Raymond asked about classes for April re: Grant Writing. Chief noted this is being looked at to schedule something when it is available.
- TA Warren noted she has completed paperwork for Comstar – ambulance billing and town should be up and running soon. Chief noted it will take couple of years to evaluate the success of this endeavor.

Old Business:

- Meeting Updates:
 - 9/12/16 – Budget – Group agreed to consider increase in salaries capped at 2% and expect reasonable requests from each department for their budget needs.
 - 9/19/16 – PB – Recommended the CIP – and discussed upcoming subdivision (Currier).
- Selectmen Ross-Raymond noted he is waiting for a quote for overhead doors at Transfer Station and will forward info to TA Warren to pass on to the entire board.
- Update - Whittemore Road issue. TA Warren working with state police and town counsel. Road Agent working on getting signage at school and road side cutting has been done.
- Selectman Ballou noted that there appears to be more activity throughout the town re: problems with spin outs on roadways, excess speed, etc. and suggests asking for special details from State Police at random times. Selectman Ross-Raymond noted Lt. Ferry has been promoted to Captain and Lt. Michael Commerford is his replacement and our contact

New Business

- Tyler Eastman – Website discussion: In to discuss the town website – looking at revitalizing / improving it. Looking at improving the overall feel – giving it a more exciting and unique historical feel. And perhaps adding features for ease of mobile viewing, handicap controls, along with the ability to be more informative and interactive. Selectmen noted that at the present time we have a person who volunteers to manage the website adding information provided by the town offices. Sometime in the near future town will need to address a change and go out for bid process. General discussion followed with suggestion that Tyler share his thoughts for a new design for website home page.
- Extension of Camping Permit – Mrs. Garfinkle in to ask for extension of camping permit due to some problems regarding moving forward with building a home. Still waiting for septic design and want to move forward with renovating barn into house. TA Warren explained the Building Inspector recommends that Selectmen require documentation of septic system in the camper is being pumped regularly and payment of the initial fee for camping permit must be met before decision can be made on request for extension of camping permit. **Selectman Tucker moved to extend the camping permit for 60 days contingent upon receipt of required documentation by 1 PM tomorrow, Selectman Ballou seconded. All voted in favor.** Selectmen did strongly suggest the Garfinkle's meet with Building Inspector asap to discuss wanting to again visit renovating the barn into living quarters. Important to get things moving forward because extension of camping permit expires December 8th.
- Review of Planning Boards recommendation to accept draft CIP Chart with department heads input. Fire Chief MacDuffie and Board reviewed his five items. MacDuffie noted he wants the proposal to reflect actual costs/projections and understands when preparing the final figures for 2017 they differ from what is in the CIP Proposed Schedule. Selectmen noted there are other areas within the schedule that will need to be addressed in more detail with department heads before they bring back a final draft to department heads, budget committee and planning board.
- Selectman Ballou noted the light in the elevator is blown and needs to be replaced.

Public Comments:

- Sandy Miller inquired about quote for overhead door at transfer station. *One coming from Overhead Door Co. of Portsmouth.*

Correspondence:

- Email from Denise Bailey School Nurse re: Salisbury Elementary participating in "International Walk to School Day" on October 5th. Staff, student and their families will walk from fire station to elementary school with Merrimack County Sheriff's department providing two cruisers to help with the endeavor.

Selectman Ballou moved to adjourn at 6:20 PM, Selectman Tucker seconded. All voted in favor.

Respectfully submitted:

Kathie Downes, Administrative Assistant

Meeting Summary reviewed and accepted at the October 5th, 2016 Meeting.

Selectmen, Town of Salisbury