



## Special Selectmen's Meeting Summary October 7, 2009

Selectman Joe Laycox, Chairman	Present
Selectman Kathleen Doyle (arrived later)	Absent
Selectman Ken Ross-Raymond	Present
Administrative Assistant Margaret Warren	Present
Office Assistant Kathie Downes	Present

**Visitors:** Sandy Miller, Ray Deary

Meeting called to order at 6:30 PM by Chairman Laycox. Selectwoman Doyle has another commitment tonight but may arrive later. Public and non-public meeting summaries for 9/16/09 reviewed. **Selectman Ross-Raymond made a motion to accept the 9/16/09 public and non-public meeting summaries, Selectman Laycox seconded. Vote in the affirmative.** Public meeting summary for 9/29/09 meeting reviewed. **Selectman Ross-Raymond made a motion to accept the 9/29/09 public and non-public meeting summaries, Selectman Laycox seconded. Vote in the affirmative.**

**4th Quarter - Safety Committee Meeting:** Administrative Assistant Warren reported that there were no issues to bring up tonight.

### **Department Budgets - Proposed budget presentation.**

Department heads in to discuss their proposed 2010 budget figures. These will be figures presented to the budget committee in upcoming budget meetings. All departments had been informed that Town is looking to keep the 2010 budgets same as 2009 or lower.

**4191-30/45 – Zoning – Arthur Garvin, Chair:** Mr. Garvin noted that 2009 has been a quiet year – with only couple of meetings needed. 2009's total budget was \$2,500. It is unforeseen as to how often ZBA will need to meet in 2010. After general discussion it was decided to ask for \$2000 for 2010. Breakout as follows: Secretary - \$1600; Postage - \$200; Advertising - \$200.

**4191-05/29– Planning Board – Joe Schmidl, Chair:** Mr. Schmidl noted activity has been light year this year. Not sure for next year. Proposal is to remain same as last year. \$5,500.

**4240 – Bldg Insp – Chuck Bodien :** Mr. Bodien is at a training seminar this week so AA Warren presented his request. He would like to go with the same budget figure of \$6,639.

**4550 – Library – Sally Jones, Chair:** Proposing same bottom line as 2009 \$30,804. Salary line will be \$24,571 and Annual costs will be \$6233. Trustees have discussed with Police Chief Jones security issues and they are adding hours so more than one person can be in the library during open hours.

**4195 – Cemetery Trustees – Rick Chandler, Chair:** Trustees all agree to bring in same figure as 2009 - \$9,790. They are still planning on removal of tree in Congregational Cemetery this year – working at getting permission from abutter to get to cemetery.

<b>4323 – Recycling – Lorna Carlisle, Chair:</b> General discussion re: bringing in a budget with actual expenditures Some of the costs for recycling are offset by revenue but not all. Town has an agreement with new hauler with lower hauling costs. Some tipping costs are higher. For 2010 proposed figures are: Paper hauling - \$2400; E-Waste Disposal - \$800; Demo Disposal - \$2000; Mileage - \$1100.; Labor - \$1200; Glass/Metal Maintenance - \$600. for a total of \$8100.
<b>4600 – Conservation – Cindy Romano, Chair</b> – Was unable to make meeting. Telephone call to relate CC will come in with same as 2009 - \$500.
<b>4140 – Registrations, etc. – Lisa Campbell</b> (Town Clerk portion): Proposing same as last year \$19,750.
<b>4150 – Financial Adm – Gayle Landry</b> (Tax Collector portion) Proposing same as last year - \$17,724.

### Departments Monthly Update:

**Road Agent:** Bill MacDuffie reported that the Warner Road project is underway. The culvert and ditching work is complete. Contractor will be Pike for the resurfacing work and town will be purchasing gravel from Coldbrook for the project. MacDuffie anticipates total for project should come in under budget.

Citizen inquiry regarding North Road culvert was addressed. MacDuffie noted he hopes to have project completed by end of October.

Selectman Ross-Raymond asked if any roads have needed additional maintenance because of logging operations. MacDuffie does not believe so – but will review areas where there are current logging operations.

Bill asked Selectmen what is procedure for maintenance work on Class VI road as a contractor. Board would need a letter from land owner explaining maintenance work is needed and what the work will be; i.e. – adding gravel.

### Police:

- General discussion re: security issues for town buildings. Chief Jones noted that hot switch is a way to address getting law enforcement notified of security issues during work hours. Selectmen asked Chief Jones to look into cost of equipment and installation of such crime prevention measures and to review with LGC liability issues.
- Chief Jones reviewed activities for month of September. Police department responded to 59 calls for service.
- Chief noted that he and Officer Shapiro will be completing the required annual firearms certification on October 16<sup>th</sup> courtesy of the Belknap County Sheriff's office.
- Halloween will be celebrated on Saturday, October 31<sup>st</sup> from 5 to 8 PM. He has been in contact with PTG to discuss a combined effort. The police department will be staffed and treats along with safety materials will be distributed to children who stop by. He noted that Salisbury residents are encouraged to have extra outside lights on at home and to drive with extra caution during the Halloween hours. Patrols will be made throughout the town and trick-or-treaters are encouraged to use caution while walking the roads and streets and to wear costumes that are light reflectant as much as possible.
- Senior Citizen Crime Prevention Committee met October 1<sup>st</sup>. Well attended and seniors were provided with a crime prevention message based upon info from Concord PD. Next meeting is scheduled for November 5<sup>th</sup> – program will be on TRIAD programs. Salisbury Seniors are encouraged to attend.

- Chief left the interagency mutual aid agreement re: central NH special operations unit for Board to review and acceptance (signature).
- Police department's portable radios will be updated and synchronized - no cost at local level.
- Selectman Ross-Raymond inquired if Chief had received quotes from other consultants re: EOP agreement compliance. Chief Jones reported he has been in contact with Jane Hubbard and needs to contact Lee Kimball. Next meeting of EOP will be first of four. Chief will keep Board apprised.

**Public Comments: None**

**Old Business:**

- Pingree Bridge Update: Bill Gosselin – Bridge Maintenance – DOT called and the bridge can be stored at Franklin facility if necessary. Meeting tomorrow scheduled with DHR. Representatives from VHB, Town of Salisbury and DOT will review the proposed MOA. Hopefully this issue can be completed at this meeting. Easement deeds have to be completed before work can be advertised. Meeting with VHB and abutters to discuss issues re: easements scheduled for October 14<sup>th</sup>. Meeting with each abutter individually to get easements signed will be scheduled for later in October.
- Conservation Commission – terms open 10/09-10/12: Laura Deming has expressed interest to serve another term; Joe Landry is not seeking reappointment – but noted he has enjoyed his two terms on the Commission. No other candidates. **Selectman Ross-Raymond made motion to reappoint Laura Deming for three year term; Selectman Laycox seconded. Vote in the affirmative.** Kathie will notify Laura and will put out another notice that Town is still looking to fill the other vacant position.

**New Business:**

- The Town of Salisbury has contracted Avitar Associates of New England, Inc. to perform a data verification process. Annually, a random sample of properties is chosen and the data is verified for accuracy. This process helps to maintain an accurate database, which when needed, will help maintain fair and equitable assessments. Property owners who were chosen will receive a letter asking that they call the Town Office at 648-2440 Monday, October 12th and Tuesday, October 13th between 8 AM and 4 PM to arrange an appointment to view the interior of the property.
- Selectman Ross-Raymond noted that there is a need to discuss backup for transfer station attendant. It was noted that Ed Sawyer will be in to discuss budget issues on November 4<sup>th</sup> and that would be a good time to address this issue. Ross-Raymond noted that he would like to invite David MacDuffie to discuss his interest in this area.

**Selectman Ross-Raymond made a motion to adjourn at 8:30 PM; Selectwoman Doyle seconded. All voted in favor.**

Respectively submitted:

Kathie Downes, Municipal Office Assistant

**Meeting Summary reviewed and accepted at the October 21st, 2009 Meeting.**

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Selectmen, Town of Salisbury