



Selectmen's Meeting Summary November 4, 2009

Selectman Joe Laycox, Chairman	Present
Selectman Kathleen Doyle	Present
Selectman Ken Ross-Raymond	Present
Administrative Assistant Margaret Warren	Present
Office Assistant Kathie Downes	Present

Visitors: Sandy Miller, Gayle Landry, Bill MacDuffie; Ray Deary; Bev Sawyer;

Meeting called to order at 6:30 PM by Chairman Laycox. BOS public meeting summary for 10/21/09 reviewed. **Selectman Ross-Raymond made a motion to accept the 10/21/09 meeting summary, Selectwoman Doyle seconded. Vote in the affirmative.**

Fire Chief Gilman in to speak with BOS re: replacement of Hurst Tool power unit. Unit is 10 years old. The power unit doesn't pump properly which prevents proper tool performance and it is beyond reasonable repair. General discussion re: the importance of having this tool work correctly. Therefore replacement of the power unit was determined necessary. After review of Fire Department line items it was decided to allocate from another line item **Selectman Ross-Raymond moved to take \$5,550 for the Hurst Tool power unit from line item 4153-20; Selectwoman Doyle seconded. All voted in favor.**

Transfer Station Back-up Operator: Ed Sawyer, Transfer Station Operator and David MacDuffie in to discuss having a backup certified TS Operator. David MacDuffie expressed interest in this position with understanding that he does work for Road Agent and winter storms and emergency road work would take precedent. General discussion noted that Steve Wheeler can run the machinery. David would be replacing Ed when he is unavailable due to sickness or other commitments. The pay rate would be \$14.75 and come out of TS Operator Salary line item. AA Warren will get dates available for certification from state to David and Mr. Sawyer will take care of his time sheets. The Board agreed with adding the back-up operator position as stated.

Ed Sawyer also asked about the ring road project – and noted that Jeff Nangle has issues re: bidding the project. Selectmen felt getting three written quotes would be sufficient.

Kathie noted that Bob Bentley stopped into the office re: getting key TS. He stated he has the old key from when he worked part time. He stated he gets calls from people during off hours and he would go down and open the gates. Kathie noted that 24 keys were made and all 24 have been assigned to current staff and companies who need access. After general discussion BOS and Transfer Station Operator Sawyer decided not to issue any additional keys at this time. Mr. Bentley will be notified and told to refer people calling him to Mr. Sawyer or Selectmen's office.

Department Budgets - Proposed budget presentation

4323 – Recycling – Lorna Carlisle, Chair: Selectmen and Ms. Carlisle went over line items again. Some line items belonged in Transfer Station budget. After general discussion re: hauling, ewaste disposal, mileage and labor (for TS Assistant) a final proposed budget for recycling is \$5,900.

4324 – Transfer Station – Ed Sawyer, Operator: Selectmen and Ed Sawyer discussed overall review of line items for TS. It was noted that the guaranteed minimum quota for 2010 is estimated at 511 and tipping fee will be \$63 per ton. Also discussed not needing to put in an amount for metal pile disposal as this is a revenue item. Final proposed budget for Transfer Station is \$80,892.

4550 – Library Trustees: – Review of additional proposed changes. Requested Annual line item be designated Operations and changed amount to \$7,946 and Salary line item to \$22,858. No hours will be cut. Total proposed budget of \$30,804.

Departments Monthly Update:

Highway: Road Agent stated that Warner Rd nearly complete – just have shoulders and driveways to complete. Town culvert work on North Road has been completed.

At the site meeting for Pingree Bridge it was noted by VHB that paving further up hill may qualify for bridge project. The cost was estimated at an additional \$25,000. AA Warren to discuss with DOT to see if it would qualify for state funding – all or a portion. It was also noted that culvert and ditching work needs to be done on Mountain Road and Road Agent state this would come out of his regular budget.

Police: October monthly stats reviewed by BOS.

Old Business:

- Pingree Bridge Update: Bridge posted and bids to be opened 12/2/09. Met Thursday abutters – easements will be drawn up – no additional cost to town.
- Liberty Tree Memorial from Elm Research Institute in Keene: BOS will ask Recreation Committee to review to see if they would be interesting in taking on this project for the town.
- Evaluation Reviews due – police. Chief Jones will do eval for Officer Shapiro. BOS will do eval for Chief Jones.

New Business:

- Holiday Office Closings: November 11th – Veterans Day; November 26th – Thanksgiving Day and 27th day after – Not an open to public day – but official state holiday and staff will not be working. December 24th and December 31st offices are closed.
- Annual Municipal Association Conference – 11/18 – 11/20 – Margaret will be attending. Kathie will be in the office during open hours.
- Thanksgiving Baskets – Working on getting together four baskets – Police Chief Jones going to try to get turkeys and potatoes donated. Looking for donations from BOS and Office staff for the baskets. We have several families that have been in during the past couple of months that could use the baskets.

- Hallway Heat – make change to alleviate the water in supply closet and help with heating in both entryway and clerk/collector office. \$795 estimate. Okay with Bldg Insp. Carpentry work done. Have it under Gov Bldg – supplies and repairs. Doors and grates. Selectman Ross-Raymond would like to look at what needs to be done for carpentry work.
- **Selectwoman Doyle motioned to proceed with project after Selectman Ross-Raymond reviews; Selectman Ross-Raymond seconded. All voted in favor.**
- Heritage Commission – Meeting 11/5/09
- Budget Committee Meeting – 11/9/09 – Agenda attached
- FEMA and OEP flood maps have been updated – 6 months to update and pass resolution. BOS needs to review so this can be done in the future. Public Hearing will be needed.

Public Comments:

Sandy: Pingree Bridge – when is bid for actual work on bridge. Should go out by end of year.

Correspondence:

- Letter from Town of Webster – looking for shared services. Doyle to follow up to get more information.
- Primex – Selectmen signed multiyear discount program.
- Letter received by Selectman Ross-Raymond from Attorney Fitzgerald to not go on Dipre property. General discussion re: Pingree Bridge Project and it was noted that Selectman Ross-Raymond has responded to Attorney Fitzgerald that he has not been on the Dipre property and will still be involved with the project. Selectman Ross-Raymond stated that any discussions, decisions and oversight can be conducted without the need to be on the Dipre property. Selectman Laycox and Selectwoman Doyle agreed that at this point in the project, it was not likely that a town representative would need to access the Dipre property. However, they both stated that should a need arise during the construction period, where town personnel should need to have access to the Dipre property, that it could be accomplished by one of the other two Selectman. AA Warren noted she sent both letters to town counsel as a FYI. Town need not take any further action at this time.

Other: All business that shall legally come before the Board

Non-Public Session: (as necessary)

Selectwoman Doyle made a motion to adjourn the meeting at 8:20 PM, Selectman Ross-Raymond seconded. All voted in favor.

Respectively submitted:

Kathie Downes, Municipal Office Assistant

Meeting Summary reviewed and accepted at the November 18, 2009 Meeting.

Selectmen, Town of Salisbury