



Selectmen's Meeting Summary April 1, 2009

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

Visitors: Shirley Johnson, Rouleen Williams, Gayle Landry, Nancy Hayden, Sandy Miller, Sally Jones,

Chairman Laycox will be a little late. Meeting called to order at 6:30 PM by Selectwoman Doyle. AA Warren noted that the non-public meeting summary for 11/10/08 was voted sealed until after 2009 budget accepted. **Selectwoman Doyle made a motion to unseal the 11/10/08 non-public session summary; Selectman Ross-Raymond seconded. Vote in the affirmative.**

BOS meeting summary for 3-18-09 reviewed. **Selectwoman Doyle made a motion to accept the 3-18-09 meeting summary, Selectman Ross-Raymond seconded. All voted in favor.**

2nd Quarter - Safety Committee Meeting: AA Warren reported that the Safety Summary form for January 1, 2009 has been completed by Bookkeeper John Herbert and submitted to Department of Labor. Also noted by AA Warren is that the emergency lighting has been completed in both Town Hall and Academy Hall as per 2008 warrant article #6. The alarm system at Academy Hall was inspected this week and batteries are needed to be replaced. Building Inspector Bodien will be reviewing with the Alarm Company the life of batteries for this system.

Gerri Burgess – Hardship Abatement: AA Warren noted that Ms. Burgess was apprised that this could be heard in non-public under RSA 91-A:3,II (c) and she has requested the discussion be held during non-public session at the end of the meeting.

Departments:

Road Agent Monthly Update: Bill MacDuffie reports that he has been working on grading and smoothing up the dirt roads. There is a lot of water in the ground and frost is coming out slow.

Bill noted he was contacted by Jason Gaudette from Geo Engineering re: test pits for Pingree Bridge project and Bill asked if the Town has contacted landowners for ROW Easements before this process begins. AA Warren noted she spoke with VHB representative who indicated it was not necessary at this time. Board of Selectmen and Road Agent feel it is important to get these and have them on file as soon as possible. Bill noted test pit work cannot start without these. Board asked AA Warren to follow up with VHB and Salisbury Property Owners.

Selectman Ross-Raymond asked Road Agent MacDuffie if he could put together a list of all culverts and when they are last replaced. MacDuffie noted that as part of the cleaning process of the ends of all the culverts he would be reviewing the need for replacement. It is his guess that most have been in place since the 1970's. Selectman Ross-Raymond asked if it would be possible

to put together list of those known to have been replaced in recent years. Road Agent MacDuffie reiterated that this is part of his plan as he cleans the ends of the culverts.

Bill asked if Board had received notice of another Stimulus meeting. There is a training session Friday that AA Warren will be attending but have not heard of another meeting. AA Warren will check with DOT on any upcoming meetings and if any decisions have been made re: projects being selected.

Police Monthly Update: Frank Jones, Chief with March monthly report. The SPD responded to 49 calls for service and had one arrest. Both cruisers have been inspected. He noted that both he and Officer Shapiro have been issued law enforcement officer IDs. Also noted that Officer Shapiro has received a letter of thanks from School Principal Davis for his quick response concerning a recent incident at the Elementary School. Chief Jones requests the Board permit him to travel to Virginia to the FBI Academy for training at no cost to the town other than to be compensated for his standard weekly 32 hours. The training is 4/6 – 4/11 and with this training he will be meeting requirements that are needed yearly by Police Standards. **Selectman Ross-Raymond made motion to approve compensation for 32 hours of pay; Selectwoman Doyle seconded. All voted in favor.**

Chief Jones has been looking into door signage for SPD and would like permission to get this from NHDC sign shop. It was recommended that he check with Greg Slossar who owns Saymore Trophy for a quote. Chief reminded Board that the Easter public safety/community policy event will be held April 4th and he was pleased to announce that a corporate sponsor donated all the film, child I.D. kits and Polaroid 600 camera. Also donated by two area companies is the candy, gift baskets for this event. Concord Regional Crimeline Program Salisbury's membership should be completed by next Month. Chief Jones noted that Selectman Ross-Raymond had spoken to him about putting together a list of town citizens who have high risk factors to consider during emergencies. Selectwoman Doyle noted that this might be something that Fire Department already has, but that the Town needed to be very careful not to violate individual medical privacy laws. Chief Jones will work with Rick on this and would of course do prepare such a list strictly on voluntary basis to ensure no one privacy is invaded. The last thing Chief Jones asked about is the status of a Ride Along Liability Waiver. Selectmen still have some concern about this AA Warren has been following up with LGC re: risk coverage and will get something back to the board before next meeting.

Old Business:

- Conservation Commission – Alternate Position Term: Kathie reported only one interested candidate - Peg Boyles (presently an alternate whose term is ending). She submitted her interest via email and CC has expressed interest in having Peg stay on as an alternate. **Selectman Ross-Raymond made motion to appoint Peg Boyles as alternate to CC term to end 4/12; Selectwoman Doyle seconded. All voted in favor.**
- Selectman Ross-Raymond reported that he has looked at the bathroom sinks at the Town Hall and found that one needs to have faucet replaced and one needs drain replaced. He will be taking care of fixing the problems. He also has put a handle on the ramp door.
- AA Warren will be speaking with Rick Chandler re: installing a utility sink at Academy Hall for the custodian use.
- Scenic By-Way Committee - No response to posting from general public. Planning Board & Zoning will discuss at their meetings next week and report back. CC discussed at their meeting and Bill MacDuffie, Jr. called CNHRPC to get more info and has indicated he would be willing to be part of this committee as long as it is understood he might not be

able to make all the meetings. Still looking for individuals who might be interested in being part of this committee. Selectmen asked that staff follow-up with a phone call to business owners who were sent letters. CNHRPC will be contacted to update them of our progress to get candidates for the committee.

New Business:

- AA Vacation – 4/8 – 4/17th - Kathie noted she will have to open later on 4/16th - due to a medical appointment and will post it ahead of time.
- Budget Committee Meeting – first for 2009 – 4/13/09. Draft schedule for this fall for meetings with department heads will be shared.
- Posting for Heritage Commission 09 term; Recreation 09 term reviewed by BOS and will be posted this week.
- Selectman Ross-Raymond wanted to follow up on inquiry about more open hours for Office of Selectmen. He noted that he believes some of the concerns come from the fact that work hours were increased but open office hours were decreased. He checked with surrounding communities who are all open more hours than Salisbury. AA Warren noted that the surrounding communities are larger and have more staff. Kathie Downes noted that when the office is closed but staff are working, it is policy to put phones on voice mail but messages are checked. Also if someone knocks on the door, staff do check to see what is needed. Staff try to be as accommodating as possible. Selectman Laycox noted that Board and Staff are aware of the inquiry and will be discussing this area when doing performance review later tonight. The work hours will be reviewed and a plan will be forthcoming.
- Selectman Ross-Raymond reported that at the Recycling/Solid Waste Committee meeting : it was discussed about decreasing a couple of the fees; a public hearing is necessary before this can be accomplished. Staff will put public hearing on April 15th BOS meeting at 7:00 PM. Public Notice will be put in Concord Monitor and posted around town. The issue of town receiving donated items per RSA 31:95-b was also discussed. AA Warren noted that the town has voted to adopt 31:95-b in the past by a warrant article. Also discussed at the Recycling meeting was the issue of volunteer time and Selectman Ross-Raymond checked with LGC who confirmed that there is a law that prohibits employees volunteering to do work without compensation. AA Warren noted that arranging hauls/pick-ups is something she has been doing through NRRA and Mr. Wheeler began doing it. However she could start making those calls if he wants her to.
- Selectman Ross-Raymond asked if someone could contact Gale Greiner re: having a link from town website to school website. Gayle Landry who handles the school website link indicated she can speak with Gale about this.

Public Comments:

- **Sandy Miller:** Questioned the additional charge for repair of alarm system at Safety Building. It was explained the original estimate came in lower than actual cost due to unforeseen problems.
- **Frank Jones :** For the record wanted to mention that the new custodian is doing an outstanding job.
- **Sally Jones:** Agreed noting she has been doing a super job at the library.

- **Bill MacDuffie:** Asked if the generator will now provide lights upstairs at Academy Hall now that the emergency lighting project has been completed. AA Warren responded that was not part of the project with the emergency lights but that Cousin Electric is looking into it for us.

Other: All business that shall legally come before the Board

Non-Public Session: (as necessary) At 7:55 PM **Selectwoman Doyle** motioned to go into nonpublic session per **RSA 91-A:3II (a) & (c)**, **Selectman Ross-Raymond** seconded. Roll call vote - All voted to go into nonpublic session.

At 9:10 PM public session reconvened. **Selectman Ross-Raymond** motioned under **RSA 91-A:3, III** to seal the nonpublic session; **Selectman Doyle** seconded. Roll call vote - All voted in favor.

Selectman Doyle made a motion that the **Open Hours for Office of Selectmen** will be increased by adding a second Tuesday evening per month to be open from 6:30 PM – 8:30 PM to be effective 5/1/09; **Selectman Ross-Raymond** seconded. All voted in favor.

Selectman Doyle made a motion to adjourn the meeting at 9:15 PM, **Selectman Ross-Raymond** seconded. All voted in favor.

Respectively submitted:

Kathie Downes, Municipal Office Assistant

Meeting Summary reviewed and accepted at the April 15th, 2009 Meeting.

Selectmen, Town of Salisbury