



## Selectmen's Meeting Summary July 15, 2009

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

### **Visitors: Marsha Murphy, Sandy Miller,**

Meeting called to order at 6:30 PM by Chairman Laycox. Selectwoman Doyle is not able to attend tonight's meeting. BOS Meeting summaries for 6-17-09 and 6/22/09 reviewed. **Selectman Ross-Raymond made a motion to accept both 6/17 and 6/22 meeting summaries, Selectman Laycox seconded. Vote in the affirmative.**

### **3<sup>rd</sup> Quarter - Safety Committee Meeting:**

John Herbert attended a seminar put on by Department of Labor (DOL) and it was suggested that towns should look into providing Violence in Workplace Training. Police Chief Jones sponsored a training session on procedures to follow in case of robbery and Kathie Downes, Gayle Landry and Ken Ross-Raymond attended the session on July 14<sup>th</sup>. Kathie and Gayle brought back info to share with office staff who were unable to attend.

### **Departments:**

**Cemetery Trustees:** Rick Chandler, Pete Ballou and Jim Minard in to discuss proposed letter to Shirley Mitchell re: her inquiry and questions of cemetery plot. Trustees have sought the help of state archeologist and Terry Knowles from Charitable Trusts Unit of the AG office and have developed the letter to Ms. Mitchell upon their recommendations. Letter was reviewed by Board and Trustees will send out this week.

Trustees reported that gravel work has been completed at Oak Hill Cemetery; Regulations signs are posted at the cemeteries and Perry Monument has completed all but one of the stone repairs. Rick Chandler will be following up with Bill MacDuffie regarding completing the road work at Maplewood with the funds that were encumbered for this job.

**Fire Department Monthly Update:** Chief Rick Gilman reported that in June they had a call for river rescue – overturned canoe. This brings to light the need of looking for resources and training for river/water rescues. Also in June Salisbury and Boscawen did a forest fire drill at Stirpine Pond on Gerrish Road. Two of our young volunteers, Andy Perkins and Brennan Lorden were praised for their efforts by the safety officer. Chief asked if clarification could be sort from town counsel or LGC re: liability of Explorers taking part in fire and rescue calls. All fire volunteers must be 18. Discussion regarding continuing to allow the Explorer group to use the Safety Building for their meetings but have a policy in place which explains minors cannot participate on fire/rescue calls. AA Warren will follow up with liability questions and Kathie will help Rick to put together a SOP re: fire/rescue procedures and volunteers. Selectman Laycox asked for progress report re: replacing sign in front of Safety Bldg. Chief Gilman noted that Lou has purchased materials and will be working on it.

**Police Department Monthly Update:** Chief Jones announced that the presentation that was scheduled to tonight has been postponed and will be on the agenda for the first meeting in August. Chief Jones reported a total of 59 calls for service in June. The DARE signs have been posted and Concord Crimeline signs should be put out soon. The chief announced that he has received approval from the Court for disposal by auction of the weapons, ammunition and other items that have been stored in the police department's evidence room. All proceeds from the sales will go into the town general fund. This will allow for more space in the evidence room which he plans to use for finger printing set up. All supplies for this procedure will be donated. Chief reported that he has had inquiries regarding a sign at the end of New Road entering onto Center Road/Raccoon Hill intersection. It was noted that Road Agent MacDuffie also mentioned this previously and that he is planning to purchase signs – a yield sign has been posted there and has disappeared. Chief Jones announced that the Community Robbery Prevention Training was held last night and several municipal employees and officials as well as local businesses employees attended. Selectman Ross-Raymond commended Chief Jones on the training and suggested he might want to hold it again later in the year. Gayle Landry also noted she found the training excellent and wished more had attended.

Chief requested that the cost of his pager (\$180 per year) be allocated towards town use for his cell phone. Selectmen have no problem with this reallocation of funds. AA Warren to look into canceling the pager.

Chief Jones requests permission to attend a two day symposium sponsored by Federal Law Enforcement at no cost to the Town other than his time. This would qualify as ongoing training. Selectmen agreed he could attend the training in South Portland, ME on 8/25-27/09.

**Old Business:**

- Town Pound sign has been recovered and Rick Chandler has it to do the touch up painting and welding needed to put the sign back.
- AA Warren noted that the Budget Committee – Sub-Committee has requested to do interviews of town staff as part of their report.
- Update – Pingree Bridge Project: After the 6/22/09 meeting VHB, DOT and Town Officials met to discuss issues of concern re: proposed preliminary plan changes. VHB explained reason for the superstructure change – showing a different structure is needed due to the hydraulics testing. Also noted that the railing issue needs to be addressed with DHR and Selectmen will attend next DHR meeting re: determination of area to be historic designation and town and state feel the railing is a safety issue. Selectmen are in agreement, upon DOT approval, of this new preliminary design with a cost figure of \$1,480,000; with the railing still included but up for debate with DHR. The schedule will remain on target with advertise date and award for bid to be October/November 2009.
- Vacancies – Trustees of Trust Fund : No inquires were received by July 9<sup>th</sup> deadline. Selectman Ross-Raymond noted that Arthur Garvin has expressed an interest and will be speaking with Jeff McCandless. It was agreed to put the notice out again without an end date in hopes of receiving some interest feedback.
- OHD Update: Selectman Ross-Raymond noted there is a meeting scheduled for tomorrow night. AA Warren noted parade permit has been requested and she will be ordering the two portapotties and asks that the OHD Committee put out sign where they should be placed.

- CLD-Sampling at Transfer Station –sample taken and sent - waiting for results.

**New Business:**

- Selectman Ross-Raymond noted that it appears we have a property that is non-conforming re: zoning ordinance of one dwelling per parcel. Town will pursue this issue and may have to address the need to review our zoning ordinances for possible changes.

**Public Comments: None**

**Correspondence:**

- Request from Trustee McCandless to allocate up to \$25,000 from the Flood Control Road Maintenance CRF for general road maintenance and repair expenditures within the flood plains. **Motion made and seconded to withdraw up to \$25,000 for road work. All voted in favor.**
- E911 mapping – sending in request to be included in the State of NH mapping program to bring the town up to date.
- Request from LGC to sign petition re: suit against State for increase in retirement rates being passed down to municipalities. Selectmen to review as there is a cost involved.
- AA Warren noted that Town has locked in for propane @ 1.55. Still working on cost for oil.

**Other:** All business that shall legally come before the Board

**Non-Public Session:** (as necessary) Chief Jones asked if he could discuss personnel issues with the Board in a non-public session. At 8:15 PM **Chairman Laycox motioned to go into nonpublic session per RSA 91-A:3II(a) police department - personnel issues - Selectman Ross-Raymond seconded. Roll call vote - All voted to go into nonpublic session.**

At 8:35 PM public session reconvened. **Selectman Ross-Raymond motioned under RSA 91-A:3, III to seal the non-public session and to remained sealed re: personnel issues; Selectman Laycox seconded. Roll call vote - All voted in favor.**

**Selectman Ross-Raymond made a motion to adjourn the meeting at 8:40 PM, Selectman Laycox seconded. All voted in favor.**

Respectively submitted:

Kathie Downes, Municipal Office Assistant

**Meeting Summary reviewed and accepted at the August 5<sup>th</sup>, 2009 Meeting.**

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Selectmen, Town of Salisbury