



Selectmen's Meeting Summary December 29th, 2010

Selectman Ken Ross-Raymond, Chair	Present
Selectman Joe Laycox	Present
Selectwoman Karen Sheldon	Present
Administrative Assistant Margaret Warren	Present
Office Assistant Kathie Downes	Present

Chairman Ross-Raymond called meeting to order at 6:30 PM.

Non-Public Session - under 91-A:3, II (e) - litigation

At 6:32 PM Chairman Ross-Raymond motioned for non-public session under 91-A:3, II (e) - litigation. **Roll Call vote taken and all voted to go into non-public session.**

Returned to public session at 7:42 PM.

Visitors: Rick Gilman, Gayle Landry, Marsha Murphy, Sandra Miller, Audrey Bentley, Phil Alton, Rick Sheldon, Ed Sawyer

Chairman Ross-Raymond announced meeting being taped by BOS.

Chairman Ross-Raymond announced motion was made and voted by the Board to seal the non-public session minutes due to attorney/client privileged.

REGULAR BUSINESS:

- Review and Approve Minutes of last meetings
 - December 1st – regular and non-public session: Selectman Laycox had submitted an edit to the meeting summary under the session Police Dept – Selectmen Update and asked if it was acceptable to other selectmen. Selectman Ross-Raymond took exception to the change and made motion to accept minutes as originally submitted; Selectwoman Sheldon seconded. At this time Selectman Laycox objected to the motion stating this is yet another time his edits are not accepted. At this time Selectmen Laycox left the meeting. At this point Selectwoman Sheldon asked if the Board could continue to vote on approval of meeting minutes – and with two selectmen present this can be done. **Motion was made and seconded to accept both December 1st non-public and public meeting summaries as submitted. Vote in affirmative by two selectmen present.**
 - December 8th – regular session: **Motion made and seconded to accept December 8th meeting summary as submitted. Vote in affirmative by two selectmen present.**
- Review Accounts Payable & Payroll registers - Reviewed and **motion made and seconded to accept by two selectmen present.**

Department Update:

Fire Chief, Rick Gilman in to discuss recent resignations of Deputy Chief Lorden and Captain Nixon. With these two resignations and after careful consideration, he has decided to withdraw his decision to step down as Chief of the Fire Department at this time. He feels it is important to keep the Department moving forward and will be working with the membership to fill the two vacant officer positions.

Selectman Ross-Raymond noted that he had briefly discussed with Chief Gilman the idea of shared services and perhaps the fire department membership could do some research re: EMS shared services. Chief Gilman noted that in the next few months he will review this with the fire department members. Also will be looking at ambulance billing.

AA Warren noted that they are still working on the issue of lease for air packs and budget figures.

Question of Fire Warden position – and if Jerry Lorden has resigned this as well. Chief Gilman will follow up and get back to Board.

Old Business:

- Pingree Bridge Update: The temporary bridge has been removed and the site has been stabilized at approximately the final conditions. Beck and Bellucci will return in the spring to complete necessary work. (12/29/10 construction update attached to original minutes).
- Police Recruitment Update – Ad has been placed in Manchester Union and Concord Monitor. Also in Police Standards and Training, LGC Website. Open recruitment until January 21, 2011. LGC will receive all resumes. Shared services for police – Webster waiting for Salisbury to contact them.
- AA Warren noted the police assistance agreements with surrounding towns need to be signed and sent. Selectman Ross-Raymond asked that Town Counsel review before Board signs. Ross-Raymond also noted that Webster BOS noted in a recent meeting of theirs, that if Salisbury wants to discuss shared services they would entertain such a request to discuss same.
- Police Chief's job description draft– needs to be reviewed by Board
- MCSD – verified serial numbers on radios

New Business:

- Handouts for BOS to review:
 - Selectmen Meeting Dates and Payroll Dates for 2011
 - 2011 Meeting Schedule for town committees
 - Draft of Voters Guide for elected positions in Salisbury

End of Year Issues:

- Overages
 - Welfare - \$6,000 and Forestry - \$7462
 - AA Warren suggests moving funds from highway project for overage in Welfare and from Legal for overage in Forestry.
 - **Selectman Ross-Raymond made motion to use \$6000 from Legal for Welfare - and \$7,462 highway project for forestry, Selectwoman Sheldon seconded. Both voted in favor.**

2011 Budget Preparation:

Executive:

After reviewing the line item and making some changes (cutting \$1,200) to allow for 2% increase for staff. Bottom line for Executive is \$82,782.

Financial Administration:

90% of line items are fixed costs. Tax Collector Landry noted she did put in for an increase for herself and deputy which was a little over 3%. After general discussion it was agreed to go with a 2% COL increase for all salaried individuals.

Transfer Station:

Again many of the line items are fixed. Operator Ed Sawyer noted he is not putting in for an increase for himself but feels TS Attendant Wheeler should get an increase. He is proposing increase to \$12.00 from \$11.33. Selectman Ross-Raymond also noted that he is making less now that he is not hauling containers as much. However, after general discussion it was agreed to go with a 2 % COL as previously discussed.

Solid Waste Clean-Up:

Well Monitoring - \$1,100; Contract Eng Services - CLD: \$1,388 and Maintenance - \$600 for a total bottom line of \$3,088.

Public Comments:

Audrey Bentley – W Salisbury Rd: How long to get police chief – asking because her house was broken into and she called State Police. *Recruitment until 1/21/10. Don't have a firm date of when a new chief will be on board.*

Correspondence:

- o Thank you letters to be signed by BOS

Other: All business that shall legally come before the Board

Selectman Sheldon made motion to adjourn at 8:30 PM; Selectman Ross-Raymond seconded. Vote in favor.

Meeting Summary reviewed and accepted at the January 5th, 2011 Meeting.

Selectmen, Town of Salisbury