



Selectmen's Meeting Summary  
March 3, 2010

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

Visitors: Pete Ballou, Sandy Miller, Bill MacDuffie, Sr.,

Chairman Laycox called meeting to order at 6:30 PM.

**REGULAR BUSINESS:**

- o Review and Approve Minutes of last meeting. BOS public and non-public meeting summaries of 2/17/10 reviewed. **Selectman Ross-Raymond made a motion to accept these meeting summaries, Selectman Laycox seconded. Vote in the affirmative.**
- o Board reviewed current Accounts Payable & Payroll registers.

**Moderator Herbert and Town Clerk Campbell** – re: Prep for Town Meeting Issues. Moderator noted that he will be following same routine as past town elections/meetings. At least one Selectman needs to be present from 1 PM to close of meeting. Board of Selectmen need to be present for the business meeting. Booths will be all set up day before. General discussion of who will talk on each warrant article. Girl Scout cookies will be for sale. Decorations Committee will provide dinner for the town officials. Town Clerk noted counting staff is all set.

**Departments:**

**Road Agent MacDuffie** – Monthly Update: Town survived recent storm with minimal damage. There was minimal tree clean up and some water damage on Couchtown Road. AA Warren will clarify with FEMA to see if State of Emergency allows for cost of sanding and plowing roads during the storm.

Town Roads to be posted first of the week — all roads - Questions can be forwarded to Road Agent.

Selectman Ross-Raymond noted that Transfer Station Manager has some questions regarding the work for Ring Road. Road Agent MacDuffie and Transfer Station Manager will confer before work in started.

Chief Jones noted for the record his appreciation of Road Agent MacDuffie who is always willing to work with the police department concerning town issues. Several times in February Chief Jones had to contact Mr. MacDuffie regarding safety issues and illegal dumping on roads and Bill responded quickly to take care of the issues. He also prepares for problems before they occur. He deserves a big public thank you.

**Police Chief Jones** – Monthly Update

- o February Monthly Update: busy month – substantial increase over last month. 64 calls for service. He noted the department is continuing with community policing services – mentioning his participation with Royal Readers program at elementary school and DARE

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program will commence in March. Also actively involved with Old Home Day Committee events and with Explorer Group. He continues to work with the Senior Citizen Crime Prevention Committee – noting that March 4<sup>th</sup> meeting will have a guest speaker from NH State Police Detective Sergeant Marasco. Chief noted that due to an unfortunate unforeseen situation concerning new Police Standards and Training requirements – Todd Sheehan who was sworn in as new Salisbury Officer last month – has opted to resign from this position. Police Department is moving forward with regards to the OHRV Grant/EOP initiative. Hoping to have the rewrite of the EOP completed by April and can then solicit both State and Federal funding for the OHRV Emergency Response Vehicle for Police and Fire departments to use.

- Chief requested approval for \$550 from training budget for Sgt Shapiro to attend the Mossberg Shotgun Instructor/Armorer School in March. This training is sanctioned by NH Police Standards and Training and will be held in Concord. Board noted this would reduce his training budget to \$250 for remainder of year and they will approve this expenditure as long as Chief understands if something comes up later in the year – they may have to put off additional training for another year. Chief noted there is some other training contemplated for later this year – but would be with Belknap County Sheriff's Office and at no cost to the Town. **Board of Selectmen approved the \$550 expenditure from police training budget.**
- General discussion regarding increasing the special traffic and other details hourly rate for officers. Chief Jones noted this was approved by BOS last year to be increased from \$30 to \$35 effective January 1<sup>st</sup>, 2010. The Town Hall officer rate will remain at \$30 per hour. **Motion was made and seconded to approve this increase as stated by Chief Jones.**
- Chief asked the Board of Selectmen to draft and approve a Town Ordinance requiring the presence of a uniformed police officer when the detail, regardless of nature, involves an impact upon vehicular and public safety for period of one hour or more. This would include road or lane closures, slowing or rerouting of traffic and other details where traffic control may be needed. Board asked Chief Jones to work with AA Warren to clarify if such ordinance is needed – and will discuss at next month's meeting how to proceed.
- Chief Jones would like to add some things to Police Department section of Town Website and has asked Sgt. Shapiro to work with office staff on this initiative.
- Chief noted he has several bad check cases that will be time consuming and result in more administrative hours and less patrol for a time.

#### Old Business:

- Pingree Bridge Update: Still waiting for easements – Town Counsel recommend that the easement grantors supply the signed deeds and you with the signed deeds, and we can take have advised that we can record with owners signature and mortgage when we get it. Left voice mail to abutters. AA Warren will follow up. Once received will begin the bid process.
- Fire Alarm System – Library: Updated quote - 1<sup>st</sup> did not include basement area – total difference of \$590. New quote \$6,270. **Selectman Ross-Raymond made motion to take additional \$590 from TBG CRF for alarm project, Selectman Laycox seconded. Vote in affirmative.**
- Liberty Tree – Elm Research Institute – Liberty Tree Memorial Agreement signed by Chairman Laycox to move forward with this initiative in May.
- Road signs need to be ordered for road agent.

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**New Business:**

- Posting of Vacant CC positions: Three regular positions available – 2 coming up in April one still vacant from October. One alternate opening up in April. Two current members whose terms expire in April would like to remain on for another term – Bill MacDuffie, Jr. and Leon Reil. Posting will go up tomorrow and remain until March 25<sup>th</sup>.
- Fire n Ice – OHD committee proposing fundraiser event at Maplewood Recreation Field. Matt Holmes, Recreation; Rick Gilman, Frank Jones – Joe: enthusiasm and ideas of OHD is great. Support – spread word. Hopefully to be annual event.
- Heater in lobby – moved now still not working properly – outdated – Quote for new heater is \$1100. Right now if heater is off when staff arrive – it is reset. Selectman Ross-Raymond look at the heater.
- Selectwoman Doyle – emailed her recommendations re: employee benefits for budget purposes next year.

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**Public Comments:**

- **Pete Ballou:** Would like to see some kind of basic sound system for meetings – it is hard to hear what is being said.

**Correspondence:**

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

**NEXT MEETING:** March 17, 2010

**Selectman Ross-Raymond made a motion to adjourn the meeting at 8:00 PM, Selectman Laycox seconded. All voted in favor.**

Respectively submitted:  
Kathie Downes, Municipal Office Assistant

Meeting Summary reviewed and accepted at the March 17, 2010 Meeting.

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Selectmen, Town of Salisbury

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