



## Selectmen's Meeting Summary June 2, 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

Visitors: Ed Sawyer, Gayle Landry, Pete Ballou, Rick Sheldon, Sandy Miller, Steve Wheeler, Kathleen Doyle, Matt Doyle, Chris Bentley, Bill MacDuffie, Sr.

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

### REGULAR BUSINESS:

- Review and Approve Minutes of last meeting. BOS public meeting summary for 5/19/10 reviewed. **Selectman Laycox made a motion to accept the 5/19/10 meeting summary, Selectwoman Sheldon seconded. Vote in the affirmative.** BOS public meeting and non-public session summaries for 5/23/10 reviewed. **Selectwoman Sheldon made a motion to accept the 5/23/10 meeting summaries, Selectman Laycox seconded. Vote in the affirmative.** BOS special public meeting and non-public session summaries for 5/25/10 reviewed. **Selectman Laycox made a motion to accept the 5/25/10 meeting summaries, Selectwoman Sheldon seconded. Vote in the affirmative.**
- Board reviewed current Accounts Payable & Payroll registers.

### Departments:

#### Road Agent MacDuffie – Monthly Update:

- Changed culverts on Couchtown and Mountain roads. Chair Ross-Raymond asked if this will alleviate the water problem in front of Zampinos' – MacDuffie noted it will alleviate some of it.
- MacDuffie noted that utility poles have been set at Pingree Bridge.
- Chairman Ross-Raymond noted there is a dead birch tree on Warner Rd – MacDuffie will be taking it down.
- Selectwoman Sheldon asked about Ring Road project and MacDuffie said he plans to start that next week.
- Selectwoman Sheldon also thanked Bill for his part in making the Liberty Tree Ceremony a success. Bill asked if he should get a rock for the plaques and Selectmen said yes.

#### Police Chief Jones – Monthly Update:

- EOP meeting – plan is written. Meeting is tomorrow evening and there are documents that need to be filled out. AA Warren noted she has the last invoice for Hubbard. Selectmen will give approval to pay after tomorrow night's session.
- Statistics for May Highlights: (May monthly report attached with original minutes):

- Salisbury Police Department responded to a total of 59 calls for service. 7 arrests – which includes criminal investigation of complaint re: stolen property at the transfer station and ultimate arrest.
- The police auction for 2010 is scheduled for Saturday, June 12<sup>th</sup> at the East Bay Auction Service Hall in Allenstown, N H. SPD has some items to be auctioned with all proceeds returned to Salisbury – General Fund. Residents of Salisbury are welcome to attend this multi-department action.
- Currently working with Webster Police Department to apply for funding from US Army Corps of Engineers to cover costs of patrolling the flood plains areas.
- Sgt. Shapiro completed a free certification course for Sobriety Checkpoints for Supervisors and firearms qualifications. Chief Jones is scheduled for the firearms qualifications later this summer.
- Salisbury Police Department has executed an agreement with NH State Police Intelligence Unit. This agreement allows the department to be provided with law enforcement intelligence with respect to criminal activity.
- AA Warren reminded Chief Jones she needs his updated inventory list for her files.
- Follow up re: Ride Along Policy: Draft of proposed policy based on Boscawen Police Department given to BOS and Chief to review. Selectman Laycox noted this was discussed last year with town counsel and it was his recommendation to not have such a policy. Selectman Ross-Raymond noted he spoke with two people from LGC and got conflicting information. It is a common policy to have but strict guidelines are needed. Also given to BOS and Chief to review is the current policy 99-001 – persons authorized to ride in cruiser. It was also noted that perhaps if such a policy is going to be accepted it might way to include other Emergency Services – fire department. Board and Chief to review material handed out and will discuss at July 7<sup>th</sup> meeting. **Pete Ballou** from the audience noted that the City of Dover does have such a policy that might be a good source of information.
- Follow up re: Special Detail Ordinance: Action comes up because of contractor who caused extra work for road agent & town citizen complaints. Public safety issue. Board to review wording and a public hearing will be held during the July 7<sup>th</sup> BOS meeting.
- Chairman Ross-Raymond asked Chief Jones if he has followed up with Webster Police Chief re: shared services. Chief Jones noted that Webster Police Chief has indicated a willingness to cover Salisbury when our officers are not available – but it would be at a cost for time spent in town. As of now the only shared services that exist is done via mutual aid only.

**Kathleen Doyle** – from the audience wanted to go on record that she is returning the gift card presented to her from the police department after her term as selectmen. She has been told that Selectman Ross-Raymond stated it was inappropriate. Selectman Ross-Raymond stated what he said was that several citizens had questioned the appropriateness. Both Selectmen Laycox and Sheldon were unaware of any discussion regarding this issue. Chief Jones accepted the return of the gift card but noted that there was no inappropriateness – and that it is not uncommon for this type of token of appreciation. He noted that he will utilize the gift card as a door prize at the Senior Citizen luncheon tomorrow.

### Old Business:

- Pingree Bridge – Waiting for a storm water pollution prevention plan from DES. Erosion control and clearing next week. Work on installing temporary bridge is tentatively scheduled for July. Will be advertising old bridge with \$50,000 figure, this has been approved by DOT. Bids to be in by July 1<sup>st</sup> and reviewed at BOS meeting July 7<sup>th</sup>. Selectman Ross-Raymond asked she inform Beck and Belucci to keep us updated re timeline schedule.
- Conex Container – Captain Nixon has reported the conex container has been delivered and is sitting behind the station. He checked with both the road agent and building inspector and got their approval. As far as the financing goes, he is waiting on a \$1,000 check from the resident that donated and that should be here any day. The Fire Department Auxiliary is writing a check for \$500,( \$250 each from the auxiliary and the Explorer Post), and the remaining \$500 from fire department budget.- waiting on Chief Gilman to decide where to take it from the budget. Once all three checks are received he will deliver them to Tilton Trailer. They graciously agreed to deliver with no money deposited so they could get started with the modifications they plan to do.
- AA Warren noted she has had no follow up from the property owner re: outstanding taxes – hardship abatement tentatively scheduled for June 16<sup>th</sup> meeting. AA Warren will contact property owner and schedule her in to talk with entire Board at the July 7<sup>th</sup> meeting.

### New Business:

- Budget Meeting – Change of meeting date – 6/28/10
- Revision to SOP 07-005 – Personnel Policy: policy updated with addition of requiring background checks on new hires and addressing compensation for personal time and holidays for part time employees. BOS to review, edit/comments to Kathie and final will be prepared for next meeting – June 16<sup>th</sup>.
- Note from Matt Holmes re: fencing – near dugout. AA Warren to follow up with Matt re: temporary fix with final fix to be budgeted for 2011.
- Selectman Laycox noted that transfer station employees asking for replacement of items stolen or destroyed recently. Office staff will order first aid kit; carton sealing tape and dispenser and permanent markers. Steve Wheeler will pick up a replacement hasp and lock for storage room.

### Public Comments:

- **Chris Bentley:** In to inform Board and town citizens that several people are helping Walter Scott with a defense fund – and anyone wishing to contribute can call Chris at 848-6625 – checks to be made out to Walter Scott Jr.
- **Ed Sawyer:** Does Walter have to go to court? Selectmen deferred to Chief Jones. Chief Jones noted there is a court date of June 28<sup>th</sup>.
- **Sandy Miller:** Library Trustees have an extra bill for alarm system of \$90 because of second line? AA Warren will contact Sally Jones and review the issue – if it is for installation of system – bill should be forwarded to Selectmen's office. Sandy also asked if town has fuel prices for next year. AA Warren reported that she has been contacted by Robin Heinz re: being included with school contract for oil prices.

- **Pete Ballou:** Will Selectmen be notifying committees/departments re; what is expected for the preparation of 2011 budget figures. Budget Committee meet June 28<sup>th</sup> and a memo will be sent to departments in July with schedule for meeting with Selectmen and Budget Committee and any special requirements.

**Correspondence:**

- 6 abatements reviewed and signed by Board – 4 granted – 2 denied.

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

**Selectman Laycox made motion to adjourn at 7:40 PM; Selectwoman Sheldon seconded. All voted in favor.**

Respectively submitted:

Kathie Downes, Municipal Office Assistant

Meeting Summary reviewed and accepted at the June 16th, 2010 Meeting.

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Selectmen, Town of Salisbury