



**Towns – Shared Services Joint Discussion  
 Hosted by Town of Salisbury  
 Meeting Summary (corrected version)  
 September 8, 2011**

<b>Salisbury</b>	<b>Andover</b>	<b>Boscawen</b>	<b>Webster</b>
K. Ross-Raymond K. Sheldon P. Ballou M. Warren K. Downes	V. Mishcon		G. Cummings B. Johnson W. Pinkham R. Dupuis

**Special Guests:** Bruce Dyke – Suncook Valley Regional Town Association and Susan Olsen – Municipal Energy Alliance.

**General Public:** Shirley Johnson, Sandy Miller, Marcia Murphy

Salisbury Selectman Ken Ross-Raymond opened meeting at 6:30 PM. Salisbury, Webster and Andover represented at this meeting. Purpose to continue discussion re: the aspect of shared services.

**Presentations:**

Susan Olsen gave a presentation on electric energy – with a packet called Sense per kilo watt-hour for each town. The idea is to purchase the kilo watt hours in bulk thereby creating a lower rate. Each regulated utility in NH requests approval from the Public Utilities Commission to charge rates based on number of kilowatts and kilowatt hours consumed; time of service and terms of service. How towns can pay less generally is only in one of two ways use less or join with other consumers to aggregate or pool their electricity needs into a critical mass of kilowatt hours of demand. The larger the better opportunity to reduce the price.

Bruce Dyke spoke to the group about regionalization and collaboration as it pertains to his group. The Suncook Valley Regional Town Association was formed in December 2007. It is current comprised of eight towns. An informal structure with no binding authority. He went over his handout regarding potential benefits, challenges, areas of opportunity of shared services. He spoke about shared services which have been working in their area. His final comments were: Keys to Success – keep it simple; tackle the “small stuff” first and keep the public engaged.

The group thanked both Susan and Bruce for their time and presentations.

General discussion regarding the two presentations among those in attendance. All agreed the electric energy was something that should be looked at in more depth. Also agreed that after listening to Bruce Dyke they feel this group is heading in the right direction. It was decided to initiate contact with other surrounding municipalities to see if they would be interested in joining this group to discuss shared services in various areas.

Ken Ross-Raymond, Selectman from Salisbury noted that the Salisbury Fire Chief was unable to attend tonight's meeting but asked that his thoughts be shared with the group. Chief Gilman feels EMS would be a great avenue for shared services. He does not feel that shared fire apparatus would a good idea at this time. The surrounding fire departments all work together now in cases of emergencies through mutual aid.

### **Sub-Committees Updates:**

**IT Support:** Karen Sheldon reported that she has collected data from all four towns. The sub-committee will now meet to go over the material and be prepared to discuss at the next meeting.

**Local Highway Issues:** The sub-committee met in August and the four road agents do now and will continue to communicate about possible purchasing of materials in bulk,

**Office Supplies:** Kathie Downes noted that she had received the contact for MVSD and made contact. Looking quickly at what is offered, there does not appear to be a large savings. MVSD is asking each town to contact the provider directly. The email address is <[Debbie.LaRosa@schoolspecialty.com](mailto:Debbie.LaRosa@schoolspecialty.com)>. Pete Ballou noted the sub-committee is still working with Merrimack County Administration regarding office supplies.

### **Other Miscellaneous discussion:**

Discussion of when to have next meeting of this group and how frequently. It was suggested to meet Quarterly beginning January 2012 and rotate the place of meetings among the participating towns. Bruce Johnson feels quarterly is too infrequently and suggested every other month. General consensus is to go with every other month. Also other municipalities will be approached and asked if they would like to attend the next meeting in January. George Cummings will contact Franklin; Bob Dupuis will contact Hill; Vicky Michcon will contact Wilmot and Ken Ross-Raymond will contact New London.

It was agreed to meet on January 12, 2012 at 6:30 PM at the Andover Town Office. Agenda items for this meeting will include forming sub-committees to look into shared services for Electric Energy and Employee Benefits.

Meeting adjourned at 8:30 PM .

Respectfully submitted:

Kathie Downes  
Administrative Assistant  
Salisbury Town Office