

Selectmen's Meeting Summary
January 19, 2011

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: Sandy Miller, Kathleen Doyle, Marlana Dipre, Gayle Landry,

Chairman Ross-Raymond called meeting to order at 6:30 PM. Board and Kathleen Doyles recording the meeting.

Review and Approve Minutes of last meetings

- Review 1/5/11 meeting summary. – **Selectman Laycox motioned to accept; Selectwoman Sheldon seconded. All voted in favor.**

- Review Accounts Payable & Payroll registers – **Select board motioned to accept.**

Department Heads:

Fire Chief Gilman – monthly update: Chief Gilman met with acting director for Penacook Rescue to go over budget issues and they have agreed to contract with Salisbury for \$300 per transport. No cost if they do not transport. Gilman said he met with Salisbury EMS personnel and they have all agreed to work with putting together a schedule for being available for calls weekends and evenings with Penacook responding to the 6AM – 6PM weekday calls. General discussion regarding the cost of the EMS services and the fact that Salisbury does currently have 7 individuals certified for transport and hopefully will be getting two more. Of the 7 – 2 are paramedics. It was noted that \$300 for a transport is very reasonable. Also general discussion regarding billing for ambulance services. This is an area that will be looked into more by the department. Beginning February through December 2011 Penacook Rescue will respond to calls in Salisbury Monday through Friday 6AM – 6PM. He is estimating 25 calls for that time period and requesting \$7,500 to be budgeted. Chief Gilman will come to the February 3rd budget meeting to discuss with budget committee before public hearing

Chief Gilman noted he is working with AA Warren re: the air pack lease.

Chief Gilman gave the Board and staff invitations to a special presentation on Pride and Professionalism being held at the Salisbury Safety Complex on February 7th at 7 PM. Richard A. Mason, Director NH Division of Fire Standards and Training and Emergency Medical Services.

Budget Public Hearing and Town Report Preparation:

- Draft Town Warrant – CIP report: General overview of CIP proposed schedule – Board deciding to go with warrant articles for \$7,400 to be added to Reassessment CRF; \$5,000 to be added to Town Bldgs/Grounds CRF. No other CRF requests this year.

- Pending Budget Issues – final review of pending budget figure. General discussion re: specific salary issues and other specific areas of concern. **Board made motion and accepted the following pending figures as final:**
4130 - \$82,782.; 4140 - \$21,600; 4150 - \$76,768; 4191 - \$7,500; 4215 – 07 - \$7,500 with final bottom line \$24,027; 4240 – \$6,639; 4324 - \$83,654;
- Revenue – Review of 2011 proposed revenue figures.
- 2010 Town Report – Status: Kathie reported that about half departments have submitted reports; she will contact department heads to get missing ones. Selectmen to review draft report and submit with edits to Kathie asap. Kathie will take to printer on February 4th – will need to get final report back by February 23rd.

Old Business:

- Updates:
 - Posting for Treasurer position – due 1/27 – so far have four resume’
 - Posting for Chief of Police – due 1/21 – last week 11 candidates.
- Review Job Description – Police Chief . Selectmen to get edits to Kathie by January 27th so she can incorporate into job description draft for review with Barry Cox - LGC at the February 2nd meeting.

New Business:

- Letter received from Concerned Citizens of Franklin re: proposed asphalt plant in West Franklin. Asking for a letter to Franklin Planning Board stating it is a decision that will affect Franklin’s neighbors. After general discussion it was agreed the Board will not take a position on this issue.
- Updated letter from School District with correct figures for monthly payment - \$182,000 vs. 175,000.
- IRS mileage rate increased to 51 cent - **Selectman Laycox motioned to go with 51 cent per mile; Selectwoman Sheldon seconded. All voted in favor.**
- OHD Committee will be sending out letter in February re: needing volunteer(s) to take on the extra work of organizing the parade activities. If no one steps up – announcement will be made at Town Meeting that there will be no parade at the 2011 OHD activities.

Donations – Monthly Review/Acceptance by BOS as necessary

- Donation approval form from Karen Sheldon of copies of police dispatch logs (cost of \$187) she procured by Merrimack County Dispatch. Selectman Laycox not in favor of accepting these – sensitive information and not in favor of being in the position to make available to public. Selectwoman Sheldon noted that sensitive information has been redacted by the County Attorney’s office. Selectman Ross-Raymond responded that these records are available to the public under the right to know law. These records are generally available through the Sheriff’s department, and through the local police department. The Local Government Center has advised that these logs are commonly requested by selectboards. **Selectman Ross-Raymond motioned to accept the donation of the logs; Selectwoman Sheldon seconded. Vote two in favor one not in favor. Vote in affirmative.**

Public Comments:

- **Marlena Dipre:** Asked about telephone call re mediation services on legal invoice. Selectman Ross-Raymond noted it had to do with police department. She also asked about another attorney being hired other than town council for lawsuit concerning police. Selectman Ross-Raymond noted that the LGC (town insurance provider) appointed an attorney – no cost to town if settled vs trial. If it goes to trial any cost that exceeds requested settlement would be born by the town.
- **Kathleen Doyle:** Is there a deductible. Not sure but don't think there is for legal fees. AA Warren will contact LGC and confirm.

Other: All business that shall legally come before the Board

Non-Public Session: (as necessary):

Selectwoman Sheldon requested non-public session under 91-A:3, II (a) personnel issue.

Roll Call vote taken and all voted to go into non-public session at 8:10 PM.

Returned to public session at 8:26 PM.

Chairman Ross-Raymond announced motion was made and voted by the Board to seal the non-public session minutes due to personnel issues.

Selectman Laycox made motion to adjourn at 8:30 PM; Selectwoman Sheldon seconded. All voted in favor.

Meeting Summary reviewed and accepted at the February 2, 2011 Meeting.

Selectmen, Town of Salisbury