



## Selectmen's Meeting Summary October 19, 2011

Selectman Ken Ross-Raymond, Chair	Present
Selectwoman Karen Sheldon	Present
Selectman Pete Ballou	Present
Town Administrator Margaret Warren	Present
Administrative Assistant Kathie Downes	Present

Visitors: see sign in sheet attached with original summary on file.

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

### REGULAR BUSINESS:

- Review and Approve Minutes of last meeting
  - October 5 public session - **Selectman Ballou motioned to accept the meeting summary as written, Selectman Ross-Raymond seconded. Vote in affirmative.**
  - Review Accounts Payable & Payroll registers - **Select board motioned to accept.**

### Department Heads – Budget Preparation: beginning at 6:45 PM

4191-30/45 – Zoning – Arthur Garvin, Chair	No change from last year – with clerical now falling under Executive – submitted proposal of \$400.
4191-05/29– Planning Board – Joe Schmidl, Chair	No change from last year – with clerical now falling under Executive – submitted proposal of \$2,300.
4195 – Cemetery Trustees – Rick Chandler, Chair –Jim Minard	For 2012 Trustees submitted same proposal as last year - \$9,600. Also discussed need to have a tree removed at Maplewood as soon as possible. Tree is very bad and they are afraid it will fall and cause damage if not taken down soon. Selectmen agreed to allocate necessary funds from other areas in town budget to accomplish the project this year should there not be enough money in 2011 Cemetery budget line items.
4240 – Bldg Insp – Chuck Bodien	Building Inspector Bodien unable to attend tonight's meeting and sent in proposal to be same as last year - \$6,639.
4550 – Library – Library Trustees Sally Jones, President, Ed Epsen, Treasurer and Pam Monaghan, Secretary and Mindy Flater, Director.	Trustees have decided to bring in the same bottom line as last year - \$31,358. Breakout by Salary and Operating Budget has not been established – but will be ready before meeting with budget committee on November 14 <sup>th</sup> . Trustees also gave a handout consisting of report of what has been happening at library in 2011 to date (copy filed with original meeting summary).  Mindy Flater went over highlights of report and expanded upon how busy library has been this year. New staff has been hired and this has helped with the work load. Trustee Epsen also spoke about their decision to keep the budget at level funding this year but also the need to look at the future and thinking about increases. The Library is a good source for people to utilize internet, recent publications, etc.
4520 – Recreation – April Rollins, Chair	Chairperson Rollins unable to make meeting. Submitted proposal of same as last year – \$2,675.

4140 – Registrations, etc. – Lisa Campbell, Town Clerk	Town Clerk unable to attend tonight’s meeting. Submitted proposal of same as last year - \$19,600.
4140 – Elections	TA Warren noted that there are 4 elections this year – and therefore the proposal for 2012 is \$4,800.
4150 – Financial Adm – Gayle Landry, Tax Collector	Coming in with same as last year with 3% COL in collector salary line for a total of \$18,541.00.
4600 – Conservation – Bill MacDuffie, Jr.	No change - submitted same proposal as last year - \$500.
4323 – Recycling – Lorna Carlisle, Chair	Rescheduled to come in to the BOS 11/16/11 meeting.
4220 / 4215 / 4290– Fire/Rescue/Forestry – Chief Rick Gilman	Dispatch has gone up and increased fuel line item due to cost of fuel. Total bottom line requested for dept is \$67,634 – up by \$252. (breakout as follows: Ambulance \$24,228.; Fire \$36,078.; and Forest Fire \$7,328. ) Selectmen all thanked Rick for holding the budget with such a small increase.  General discussion regarding some repairs needed and training and having to reallocate funds from one unit to another to cover costs. Also Chairman Ross-Raymond requested for next month report he have number of calls from Penacook. Rick also noted he still hopes to do the rebanding (by 1/2013) of the radios with 2011 funds.

**Note:** Department Heads/Committee Chairs listed above are scheduled to meet with Budget Committee on November 14 beginning at 7:15 PM. Selectmen will present some of the smaller department’s budget proposals so they will not have to attend the budget meeting. Larger department budgets will require department heads to be present at the budget meeting.

**Old Business:**

- Meeting Reminders/Updates
  - 11/2/11 – BOS – Jim McTague, Chief of Police from Temple/Greenville will discuss shared police services.
  - Planning Board 10/17/11 update: the public hearing re: 61 Loverin Hill Rd subdivision waiver request was continued to October 24 at 7 PM.
  - Ambulance Billing 10/10/11 update: Selectman Ross-Raymond, Town Administrator and Fire/Rescue personnel met and after good discussion it was agreed to send out RFP to several agencies. Once RFP’s are received the group will review and have further discussion / recommendations.
  - Reminder: OHD – meeting 7 PM – 10/20/11
  - DOT has approved a one year extension on the funds to assist Mr. Ladd in the relocation of the old Pingree Bridge. TA Warren will put together an extension document for all to sign – extension will hold the project open until 12/1/2012.

**New Business:**

- Selectman Ross-Raymond noted that he recently noticed a plaque in lobby re: Annual Volunteer Appreciation recognition and would like to see this addressed again. Selectman Ballou suggested a proclamation could be read at a designated meeting. Kathie suggested that it be done at Town Meeting when more people are in attendance.
- TA Warren reminded Selectman Ross-Raymond that the landfill area at Transfer Station needs to be have maintenance work before next review by CLD in late November. Ross-Raymond noted he has spoken with Transfer Station Operator and

arrangements are being made to utilize Jim Minard's equipment to accomplish the work necessary.

- Selectman Ross-Raymond noted that he has requested Town Administrator to look into liability issues that were discussed at recent road agent share services meeting.

**Public Comments: None**

**Correspondence:**

- Letter from Joe Laycox et al stating work is needed on Searles Hill Rd (Class VI Road) which they plan to do before winter. Road Agent MacDuffie did stop and look at the road and went over what they plan to do. There is nothing major (adding material for drainage, repair of ditches and cutting of some trees) and he did not feel the recent logging operation did any major damage. Selectmen agreed this work falls within their agreements with the town for class VI road maintenance. Town Administrator will reply that the Selectmen approve their maintenance plan.

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

**Selectman Ballou made motion to adjourn at 7:30 PM; Selectwoman Sheldon seconded. All voted in favor.**

Respectfully submitted:

Kathie Downes  
Municipal Office Assistant

**Meeting Summary reviewed and accepted at the November 2<sup>nd</sup>, 2011 Meeting.**

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Selectmen, Town of Salisbury