



## Selectmen's Meeting Summary April 4, 2012

Selectman Ken Ross-Raymond, Chair	Present
Selectwoman Karen Sheldon	Present
Selectman Pete Ballou	Absent
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 and noted Selectman Ballou had knee surgery today and therefore is absent tonight.

### REGULAR BUSINESS:

- Review and Approve Minutes of last meeting
  - March 21, 2012 – **Selectwoman Sheldon motioned to accept the public and non-public meetings summaries as written, Selectman Ross-Raymond seconded. Vote in affirmative.**
- Review Accounts Payable & Payroll registers: **Select board motioned and voted to accept.**

### Department Heads:

#### 6:45 PM – Department Updates/Issues:

- Road Agent MacDuffie:
  - Weight limits are off Class V roads. Most dirt roads have been graded, and gravel budget is about used up. Road signs and speed limit signs have been put up. Sign budget is all gone.
  - Army Corp wants to meet Monday to discuss Little Hill Rd work. They are looking at a state grant and/or National Guard doing work – with town putting in the gravel. MacDuffie noted that if the town has to put in a lot of money, he would suggest discontinuing the road. This is only a seasonal road, which gets little use and not economical to put in a lot of money for repair. Town could not do any repair to the road this year – not budgeted.
  - Selectwoman Sheldon noted that Gerrish Road is very rough with holes and wonders if the logging operation contributes to this problem. MacDuffie does not believe the problem was caused by the logging trucks – just a bad mud season.
- Conservation Commission (CC) – Kathleen Doyle & Bill MacDuffie, Jr.: Due to a recent request from a private citizen asking for assistance in paying for an easement fee to Five Rivers Conservation for an oversight of the conservation easement, the CC needs to make decisions on how to utilize the Conservation. Recently a private citizen asking for help with easement – CC needs to make decision on how to use the funds. General discussion regarding the initial formation of the fund, the 2006 town

meeting WA #12 re: 25% of collected LUC tax designated to CC fund and the lack of any written guidelines for the Salisbury CC regarding this fund. CC is seeking assistance to the following questions:

- Interpretation of the WA as it pertains to municipal and/or private fund use;
- Guidance in how to properly request funding from the Conservation Fund: i.e. is it just a need of CC majority vote?;
- Besides a majority vote from Conservation, is Selectman approval also necessary to expend funds from Conservation Fund account?
- Does the request to spend funds to purchase conservation land and/or easement expense need to be posted and presented at a public hearing?

Selectmen advised Chairman MacDuffie to consult with town council and work with Town Administrator to clarify the issues.

- Planning Board – Joe Schmidl, Chairman in to discuss the merits of applying for a grant focused on making zoning revisions – which will mean a professional to support town in this effort. Grant will pay for 75% of the cost (consultant – professional) Planning Board to provide 25% (part in-kind services and part cash match. Should be a total of actual town dollars of no more than \$1000. General discussion re need to have some changes to our Zoning Regulations in the definitions and zoning districts sections. **Selectwoman Sheldon motioned to support the use of a grant (as long as does not cost more than \$1,000 from town budget); Selectman Ross-Raymond seconded. All in favor.**
- Police Logs – March: Selectman Ross-Raymond noted the number of police calls for service as reported by NH State Police for March is a total of 26 calls. The specific data on each service call is available at the selectmen office.

## **2nd Quarter - Safety Committee Update:**

- Building Safety Issues
  - Need to have an On/Off outside lighting switch at the Town Hall Ramp. Selectman Ross-Raymond has asked Cousins Electric to give an estimate to have this accomplished before September primary.
  - Academy Hall – Patio - loose bricks: TA to get quotes from three masonry contractors.
  - Railing at Town Hall Ramp: Repairs have been accomplished by Selectman Ballou. No cost to town.
  - Selectwoman Sheldon noted the need for new doormats outside Academy Hall – TA will look into cost for replacement mats.

## **Old Business:**

- Meeting Reminders/Updates
  - Shared Services – 3/22/12 – Representatives from Hopkinton and Warner attended. Trying to get County to host next meeting to discuss possibility of sharing of services with County (legal; IT, health care, etc.). Next meeting is May 10<sup>th</sup> – at County( if possible otherwise will be hosted by Webster.) Remaining meetings for 2012 scheduled as follows: July 12<sup>th</sup> – Webster; September 13<sup>th</sup> – Warner; November 8<sup>th</sup> – Hopkinton.
  - Planning Board – 4/2/12 – new officers – remained same: Joe Schmidl, Chair Doug Greiner, Vice Chair. The subdivision plans for Leon & Linda Riel

approved and a review of conceptual of 4-lot subdivision discussion – Gerrish Road.

- Reminder – Education Committee Meet – 4/5/12
- Reminder – Budget Committee meet – Monday 4/9/12
- TA noted a new note with Lake Sunapee for Pingree Bridge loan needs to be signed – no change in amount.
- TA asked if Selectmen want to proceed with doing a letter for Flood Control Funds. Selectmen would like to confirm cost for this process and proceed with having Town Council prepare letter in conjunction with other towns involved with this issue.

#### **New Business:**

- Building Projects/Needs reviewed and discussed for this year or proposals for 2013 budget :
  - Academy Hall:
    - Air conditioning for upstairs meeting room. Look at propane vs. electric.
    - Also should address wiring at Academy Hall.
    - Screen front door
    - Review the condition of building exterior & sealing up foundation to prevent animals (3 skunks trapped this spring) seeking shelter under building.
    - Paving of parking lot
    - Condition of windows upstairs (problem with opening)
    - Shades/blinds for upstairs windows
  - Town Hall
    - Review the condition of building exterior
    - Review need for updating bathroom(s)
    - Water usage (drinking-cooking – purchase bottled water)
    - Condition of windows (replacement ?)
    - Window shades
- Selectwoman Sheldon publicly thanked Roy Downes for all the hard work in removing the piles of gravel/dirt from town lawns after winter plowing.
- Letter from property owner re: hazardous condition of abutting property. Request action be taken to repair/take down building which is a safety and health hazard. Selectmen will refer to Chuck Bodien – Building Inspector / Health Officer.
- Letter from Gail Henry, Chair of Library Trustees requesting approval for two alternate trustees (John Kepper and Sara Jones). **Selectwoman Sheldon made motion to approve these two individuals as alternate trustees; Selectman Ross-Raymond seconded.** Confirmation letter will be sent to Ms. Henry.

#### **Public Comments:**

**Sandy Miller:** Inquired if the street lights on North Road are paid for by Salisbury as there is one that is out. TA noted that town only budgets for street lights with Unitil and that area is another utility company – probably out of Andover district.

**Marcia Murphy:** General discussion/comments regarding MV School Board subcommittee meetings.

**Correspondence:**

- Letter of thanks to Governor re: SP coverage in Salisbury signed by BOS.

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

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

Respectfully submitted:

Kathie Downes  
Administrative Assistant

Meeting Summary reviewed and accepted at the April 18<sup>th</sup>, 2012 Meeting.

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Selectmen, Town of Salisbury

APPROVED