



Selectmen's Meeting Summary November 20, 2013

Selectman Ken Ross-Raymond, Chair	Present
Selectman Pete Ballou	Present
Selectman Joseph Schmidl	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 noting that Selectman Schmidl is unable to make tonight's meeting as he is out of town.

Review and Approve Minutes of last meeting

- o November 6, 2013 – **Selectman Ballou moved to accept the public meeting summary as written, Selectman Ross-Raymond seconded. Vote in the affirmative.**

Review Accounts Payable & Payroll registers: **Select board moved and voted to accept.**

Fire Dept: Lt. MacDuffie in for the Chief.

- At a previous meeting – minutes reflected that a bill was received for tee shirts for fund raiser – and he asked that it be clarified that the invoice was not for the fund raiser tee shirts but for the department tee shirts. Both bills were paid for by auxiliary. No town funds were used.
 - Supplemental Insurance forms will be turned in by end of week. TA Warren following up on how it lapsed and both Chief and TA will keep track of it yearly.
 - Haunted Hayride – went well sold \$204 tickets – very busy – great success – Fire Department thanked Recreation for use of field. They plan to hold it again next year.
 - Fire Training – free training day at Fire Academy in Concord – November 30th – Most of department will be participating.
 - Monthly Statistics: 4 service calls, 1 motor vehicle, 5 medical, 1 fire alarm, and 2 special details.
- 2014 Budget Schedule:

Town of Salisbury 2014 budget schedule

Line Item – Department	
4312 – Highway – Bill MacDuffie, RA	2014 budget same as 2013 - \$256,945. Highway projects for 2014 – Center Rd #3 - \$138,000 and Replace Cluvert at Smith's Corner - \$18,000. RA will provide total of 2013 flood control maintenance and project work by end of year for BOS to vote to take from flood control road maintenance capital reserve fund.
4323 – Recycling – Lorna Carlisle, Chair	Increase in e-waste disposal this year - \$2,500 and decrease in mileage to \$200. Bringing total proposed 2014 budget to \$7100. An increase over 2013 by \$1050.
4324 – Transfer Station – Ed Sawyer, Operator	Proposal for 2014 is \$82,541 includes 2% salary increase – \$22. decrease from 2013.
4210 – Police – BOS	Proposed 2014 budget is \$12,000. \$500 decrease in telephone line item.

TDS –Tom Murray - Franchise Agreement Negotiations Discussion.

Mr. Murray in to discuss town attorney's issues and concerns re: draft franchise agreement. Murray will rework the draft agreement and resubmit for town counsel and Selectmen to review. Once Selectmen are satisfied with the proposed agreement – a public informational meeting will be held.

Old Business:

- Review of RFP for Town Hall Renovations – December 2nd pre meeting – deadline for submitting proposal 12/31 at 1 PM. Selectman Ballou noted that locksmith has quote of \$750 - \$1000 to open safe. Perhaps SHS would be interested in the safe. All agree with RFP – TA Warren to proceed with the request for proposal.
- Meeting Updates
 - Education – Met – 11/7/13 – Quiet meeting - school had not presented first draft of budget – Committee still interested in pursuing topic of transportation services – contracting. School is still doing search for superintendent. And planning for full day for kindergarten.
 - Planning Board Met – 11/11/13
 - Budget – Met – 11/18/13 – approved those that came in front of them. Recreation and Tax Collector will present their 2014 proposals at December meeting. BC had discussion on school costs.
 - Hazard Mitigation – Met – 11/19/13 – final meeting. Finished updating plan. Public info session will be at the 1/8/13 BOS meeting.
- Meeting Reminders
 - Joint Towns Shared Services – 11/21/13 at Webster Town Hall – 6:30 PM
 - Dare Graduation tomorrow night – Webster at 6 PM
- Library Roof – per Bickford is completed as of last week. Ken will take care of replacing the collar tie.
- Selectman Ross-Raymond noted that the school budget in the last 11 years increased 97% and student enrollment is down by 145. The health insurance for school district is increasing 8.8% this year and first draft of school budget suggests increase of approx. \$950,000.00 over last year. This figure does not include negotiations contract or increased costs for full day kindergarten.

Public Comments:

- **Sandy Miller:** RE: Fire Department purchasing T shirts – she does not feel town should be paying for tee shirts out of protective clothing issued to department staff.

Other: All business that shall legally come before the Board

At 7:50 PM Chairman Ross-Raymond made motion to go into non-public session **per RSA 91-A:3, II (a) personnel and (c) hardship. Roll Call vote taken – unanimous vote.**

Returned to public session at 8:20 PM. **Chairman Ross-Raymond announced motion was made and accepted by the Board to seal the non-public session minutes per RSA 91-A:3, II (a) and (c).**

Budget issues concerning salary increases and increase in hours for Municipal Secretary reviewed and will be discussed further when 2014 proposed budget figures are reviewed at the December 4th meeting.

Selectman Ballou moved to adjourn at 8:25 PM; Selectman Ross-Raymond seconded. All voted in favor.

Respectfully submitted:
Kathie Downes, Administrative Assistant

Meeting Summary reviewed and accepted at the December 4th, 2013 Meeting.

Selectmen, Town of Salisbury