



Selectmen's Meeting Summary March 20th, 2013

Selectman Ken Ross-Raymond, Chair	Present
Selectman Pete Ballou	Present
Selectman Joseph Schmidl	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.

- Selectmen Ross-Raymond and Ballou said Welcome and Congratulations to Elected Selectman – Joe Schmidl.
- **Nomination for Select board Chair – Selectman Ballou nominated Ken Ross-Raymond as this year's chairperson, Selectman Schmidl seconded. Selectman Ross-Raymond accepted the nomination. All voted in favor.**
- Review and Approve Minutes of last meeting
 - March 6, 2013 – **Selectman Ballou motioned to accept the March 6, 2013 meeting summary as written, Selectman Ross-Raymond seconded. Vote in affirmative.**
- Review Accounts Payable & Payroll registers: **Select board motioned and voted to accept.**

Department Heads:

Fire Chief – monthly update

- **Service Calls for past month:** February had a total of 18 calls. To date in March there have been 1 mutual aid fire call; 3 EMS calls; 1 paramedic intercept.
- **General discussion** regarding agreement with Penacook Rescue to provide service during the day – Monday – Friday – 6 AM – 6 PM.
- **Police Vehicle – Tahoe:** Selectmen and Acting Chief Perry discussed his memo dated 3/13/13 concerning Fire/Rescue interest in having the 1999 Chevrolet Tahoe transferred to their department. Several areas were discussed including:
 - **Safety:** Would help meet National Fire Protection Assn and National Incident Management System standards to adopt the Incident Command System and utilize as incident command vehicle. Also with limited police presence could use at accident and roadway incidents to assist with traffic issues.
 - **Financial:** For certain emergency calls Tahoe could be used in place of a larger, less fuel efficient emergency vehicle.
 - **Other Uses:** transportation of personnel during training and incidents; use for travel to meetings, pick up of supplies, public relation details – such as fire prevention week and EMS week demonstrations.
 - **Cost:** F/R Dept. anticipates limited cost to effectively transfer the Tahoe from Police to Fire/Rescue with required labor being completed by volunteers. Would be a cost to lettering and change lenses of the light bar.

Selectmen embraced the idea of transferring the vehicle as it would be better to use it than just let it sit. However, they also made it very clear that there is no money budgeted for maintenance of the vehicle – and should the vehicle be transferred and a major problem arose it would have to wait until money could be budgeted for the vehicle in the next budget.

General Comments:

- No money in budget
- As far as using to transport personnel to call – seem like they would be safer in larger vehicle.
- Good vehicle to use in storms when checking out roads and utility lines
- Would cut down on the wear and tear of bigger trucks
- What is likelihood that a request for replacement of vehicle – once have it in place.
- No replacement could be done without vote of the Town.

Acting Chief Perry asked if they could move forward to look into vehicle's condition – to have it inspected and evaluated before finalizing the transfer of the vehicle.

Selectman Schmidl made a motion to authorize Fire Department to have vehicle evaluated for condition and report back at next meeting; Selectman Ballou seconded. All voted in favor.

- **Ambulance Billing:** This is an area that has been an ongoing issue and reviewed extensively. Acting Chief Perry noted that this is a very complicated process – especially when looking for agency to handle because we have such a small volume of calls. Also need to know and follow the laws around HIPA, Medicare/Medicaid and privacy notices. Also looking at doing it in house vs. contracted services. Selectmen agree that this is something that needs to be pursued and perhaps even look at potential shared services with other towns. Ross-Raymond will bring this up at the Shared Services meeting scheduled next week. Perry noted that neither Webster nor Boscawen bill but Andover does.
- **Fire Chief Nominations:** Department has brought forward two nominations that are being reviewed by Miller and MacDuffie and should be able to present nominations by April 1st to the BOS.
- **Pagers:** 2013 budget for pagers is \$1500 - have four that need to be ordered with extended warranty will cost \$1760. Can take the remainder from Forestry.
Selectman Schmidl motioned to authorize the purchase, Selectman Ballou seconded. All voted in favor.
- **Miscellaneous:** Reviewing by-laws and looking at creating position to handle history and clerical by one of the volunteer members; Working with State Fire Marshall on requested statistics; Concord Hospital presented 2013 protocols – all up to date; All medications have been updated – no cost to town due to partnership with Concord Hospital; and Facebook has had a lot hits – good public relations tool.

Selectmen thanked Acting Chief Perry for update and emphasized that the department is manned by Volunteers and it is not expected that everything that needs to be done – can be

Selectmen 2013; final summaries; sel minutes 3-20-13 - final

accomplished easily. Ross-Raymond noted that we ask our departments to limit spending – but understand that costs are shifted from State and County level to the local level. Ballou hopes that the focus this coming year when preparing for budget that department heads can come in with actual anticipated needs to be reviewed.

Old Business:

- Meeting Reminders/Updates
 - Planning Board - 3/18/13 public forum: Second public meeting to open up discussion re possible changes to Zoning Regs. Lively conversations. Brainstorming - well attended. Next forum is May 6th.
 - OHD – Meet 3/21/13
 - Shared Services – 3-28-13 at Webster – 6:30 PM

- Posting for Conservation Commission Expiring Terms in April – Posted until April 12th with review by BOS April 17th.
- Paul Laraia – in to ask BOS to look further into Crime Watch program as noted in their end of year report in Town Report. Would ask that the Board put a note in Lifelines to ask citizens for their feedback and interest in getting involved in this initiative; Identify someone from State Police to be the liaison with the Town and put up signage. Selectmen agreed to move forward on this initiative.
- Selectman Ballou reported that the Chief of Police for the Town of Boscawen inquired about the Salisbury Police Cruiser [Crown Vic]. Selectmen agreed it needs to go out for bid with a minimum bid or to say reserve the right to refuse any and all bids. Also talked about where funds from sale would go – noting that funds would go to general fund until next town meeting can have vote to place funds in CRF for police vehicles. **Selectman Schmidl made motion to t; Selectman Ballou seconded. All voted in favor.**
- Town Administrator asked Board to approve moving \$2349.55 from Town Buildings and Grounds CRF to cover the repairs at Town Hall (replacement of whole water system – pump, tank and electrical). **Selectman Schmidl made motion to pay this from the Town Bldgs and Grounds CRF; Selectman Ballou seconded. All voted in favor.**
- State has received a major federal declaration for the severe winter storm and snowstorm which occurred on February 8 – 10, 2013. Road Agent submitted an estimate of \$8000 and we will proceed with filling necessary paperwork
- TTF Appointment: Write In for 2 year position: No candidates – so state law requires vacancy shall be filled by the selectmen for the remainder of the term. Ross-Raymond and Ballou will check with two people they feel might be interested. Also Town Administrator will check with LGC re: if no one can be found to take the position – what is next step.

New Business:

- BOS made decision on Committee Assignments for 2013 (see attached to original minutes)
- BOS will review of Town Meeting Summary by Town Clerk.
- Investment Policy yearly review and adoption. **Selectman Ballou made motion to adopt; Selectman Schmidl seconded. All voted in favor.**

Public Comments:

Joe Landry: Light at recreation field – Is it going to be on all the time. Old light was owned by town – new one is not. Town Administrator will follow up with recreation committee.

Selectman Schmidl made a motion to adjourn at 8:05 PM; Selectman Ballou seconded. All voted in favor.

Respectfully submitted:
Kathie Downes, Administrative Assistant

Meeting Summary reviewed and accepted at the April 3, 2013 Meeting.

Selectmen, Town of Salisbury

Approved