

Town of Canterbury  
Board of Selectmen  
October 21, 2013

Selectmen Present: Robert Steenson  
Tyson Miller  
Cheryl Gordon  
Town Administrator: Roger Becker

The meeting was called to order at 6:00 PM.

Transfer Station Manager, Adrienne Hutchinson, attended the meeting to present a proposal for her current position. Adrienne stated that she has a full-time job offer that includes a family health insurance plan. She would prefer to stay with the Town of Canterbury, but the insurance is a big attraction. She suggested that if the Town could offer the opportunity of having more weekly hours along with a wage increase she might be able to stay. Bob asked what additional duties she would suggest. Adrienne explained that there has been a continuing problem with clutter at the Transfer Station. She hasn't been able to get done what she would like to accomplish due to limited hours. She would also be able to process materials that can't, or shouldn't, be done while the facility is open. Adrienne felt that 3 – 4 hours weekly with 2 people working on projects would be extremely beneficial. She is not proposing that one person work at the Transfer Station alone due to safety concerns.

Adrienne is not sure what the other needs would be, but she mentioned that the Library Director Sue LeClair would like to have someone for maintenance. Adrienne reported that she has worked a few maintenance jobs. Tyson asked if she could do plowing. Adrienne replied that yes, she could take care of the parking lots, the center or Town, sidewalks, access to Town buildings, etc. with the Bobcat.

Bob stated that he was comfortable with the wages as proposed and would like to have 30 hours or less, so not to get into the New Hampshire Retirement System, etc. The Board would feel more comfortable have her putting the additional hours in during the day while the Highway Department and EMT's are on duty. Cheryl stated that Adrienne could do more administrative work and allow Jim to be out on the road more. Cheryl sees the benefit of keeping Adrienne and does not want to lose her.

The Selectmen will draft up an agreement.

Adrienne thanked the Selectmen.

Police Chief John LaRoche attended the meeting.

The Selectmen notified Chief LaRoche that Mr. & Mrs. DeCato were coming into the meeting to discuss the Police shooting range.

Chief LaRoche explained that his Police Officers are required to perform low-light practice. When he schedules future range operation he anticipates notifying the abutters in advance. Roger asked Chief LaRoche if the shooting range has been used on Sunday mornings. Chief LaRoche replied that he let Jim Sawicki, his son and girlfriend to use it on a Sunday afternoon. Ty was not comfortable having anyone utilizing the facility who

isn't a police officer or who isn't accompanied by a Range Supervisor. Chief LaRoche stated that he will no longer allow anyone that isn't an officer to use the range and to not allow training to be held on Sundays.

Chief LaRoche updated the Selectmen regarding a DOL violation. The Department was cited for not using the stop/slow paddles while performing traffic duties.

The Board thanked Chief LaRoche for attending.

Fire Chief Pete Angwin and Deputy Jon Camire attended the meeting.

Jon asked if there is annual routine maintenance for the generator. The Board replied that yes and this is done by Power Products.

Pete stated that he would like to get the bunks for the common area in the Municipal Building. Cheryl suggested that he talk to Jim Sawicki and coordinate moving the furniture that is now being utilized.

Pete reported that a complete set of turnout gear was taken out of a Scott Ruesswick's personal vehicle. Jon will discuss with Scott to see if this may be covered by his insurance.

A brief discussion was held on having the Firehouse software installed on the server.

The Board thanked Pete and Jon for attending.

Richard, Sue and Adam DeCato attended the meeting to discuss the shooting range at the Transfer Station.

Richard & Sue expressed concerns regarding the Police shooting range at the Transfer Station. Richard explained that he is in close proximity of the range. He is also home all day to attend to their son Adam due to his disabilities. Richard explained that after a few inquiries, he found that the Officers do not have to do quick fire or rapid fire. Bob explained that they will address their concerns with the Police Department. Richard explained that approximately a month prior, he witnessed several people along with the Chief utilizing the shooting range and expressed concerns regarding the insurance coverage for those individuals.

A general discussion was held on possible alternative locations for live ammo training.

Richard asked the Board to find out how often they need to train. Bob reported that he will find out the frequency of use.

Sue explained that the shooting is very loud and frightens her dog.

The Board explained that they do not want the Chief to compromise the training and safety of his Officers. The Selectmen will discuss this with the Chief to see what other options might be available.

Sue stated that whatever the Selectmen could find out would be much appreciated.

Richard & Sue thanked the Selectmen.

The Selectmen signed:       A/P Manifest  
                                      P/R Manifest  
                                      Timber Tax Warrant  
                                      Intent to Cut – Tax Map 254 Lot 9 & Tax Map 258 Lot 1  
                                      Equalization Ration Study

Bob reported that there are 14-acres in the Town Center for sale and may be an opportunity for the Town for uses such as: trail access to Kimball Pond Conservation area, expand the center cemetery, etc. He would entertain putting this on a warrant article.

The Board reviewed two proposals for re-finishing the floor at the Town Hall. Bob made a motion to accept the quote from Audet Floor Sanding, Inc. to sand & refinish the floors at the Town Hall. Cheryl seconded the motion. All in favor by roll call, motion carried.

The Selectmen reviewed a request to purchase a parcel of Town owned land known as Tax Map 102 Lot 103 for the amount of Five Thousand Dollars (\$5,000). Bob made a motion to accept the offer with the condition that the lot will be merged with their existing lot with no further subdivision. The Board asked Jan to communicate the conditions of the sale to the potential buyer.

The Board of Selectmen reviewed the minutes of the October 4, 2013 meeting. Bob made a motion to approve the minutes as amended. Ty seconded the motion. All in favor, motion carried.

The Selectmen reviewed the current "Action Item List". The Board asked Roger to contact Rob Upton of Upton & Hatfield to coordinate responses to the interrogatories.

The Board asked Jan to contact Kent Communications for additional information regarding the phone system.

A brief discussion was held on who would be authorized to place easements on property owned by the Town of Canterbury.

Ty made a motion that the Board of Selectmen will not sign an easement that doesn't reserve Thirty feet (30) out of the proposed easement parallel to the property line along Kimball Pond. Cheryl seconded the motion. All in favor by roll call, motion carried.

Bob made a motion to adjourn the meeting at 9:15 PM. Cheryl seconded the motion. All in favor, motion carried.

Respectfully submitted,

Jan Stout  
Administrative Assistant