

**BOARD OF SELECTMEN
MEETING MINUTES
May 14, 2018**

PRESENT: SEAN P. MURPHY, CHAIRMAN: CHAD R. BENNETT, SELECTMAN: JOSEPH A GUTHRIE, SELECTMAN: SALLY THERIAULT, ADMINISTRATIVE ASSISTANT TO BOARD OF SELECTMEN

The meeting was opened at 7PM

Guests: Chief Beaudoin, N. Gallo, A. Cipriano, C. Cipriano, B. O'Brien, J. Worthen, B. Goshen(Casella) and P. Williams, (Tri Town News).

Public Announcements

- Town Clerk Tax Collectors office will be closed on Wednesday, May 16th while they attend a conference.
- Waste Oil, car batteries and thermostats are collected at the Town Garage on the first and third Saturdays of the month 8 am to 1 pm. Books may be dropped off anytime.

Visitors Comment

Department Heads

Library- Al Cipriano

Mr. Cipriano along with the other Library Trustees asked the Selectmen to look into the issue with Mary E. Clark Drive. He stated that there are potholes that were filled last winter by Mr. Worthen, but there are about 5 to 7 more. He noted that this is a public street and the town needs to look into repaving it. He also noted that the parking lot has a dip in it and it creates puddling of water. He asked that this also be looked at. Mr. Cipriano went on to state that they are noting three issues with the first being a safety issue, the second that the road not only leads to the library, but to the rest of the complex as well and third that he was sure it is a liability issue if someone hits the hole. Chairman Murphy asked if Mary E. Clark Drive is a town road. He was told it is a town road from Route 121 to the back of the library building and private from there back. Mr. Worthen was asked if this road was on his schedule for 2018 and if not if it was possible to do it. Mr. Worthen stated that he is running close to his budget for 2018 with the roads already scheduled. He could hot top the area this year and put the road in the budget for 2019. He stated that when they fill in the pot holes they normally use cold patch but this year he would hot top it. The Trustees responded that they would be okay with that.

Selectman Bennett motioned to allow the Road Agent to patch the pot holes on Mary E Clark Drive with asphalt. Selectman Guthrie seconded the motion. The motion passed unanimously 3-0.

Police Department- Chief Beaudoin

Chief Beaudoin asked the Selectmen to increase the rates that are billed for the police details. He stated that currently the billing rates are \$56 for an officer and \$63 for an officer with a cruiser. He is recommending that the rate be increased to \$63 for the officer and \$70 for the officer with a cruiser. The current police union contract increased the rate of the officer's pay to \$45. Chief Beaudoin also noted that it has been 6 years since these rates were increased.

Chairman Murphy motioned to increase the detail rates to \$63 for the officer and \$70 for the officer with a cruiser effective June 1, 2018. The motion was seconded by Selectman Bennett and it passed unanimously 3-0.

Highway Department- Jon Worthen

Mr. Worthen gave the Selectmen a list of the roads scheduled for work in 2018. They are Wash Pond, Johnson Meadow Road, Pheasant Lane, Faith Drive, Woodridge Road, Danville Road (both sides) Russet Lane and Cortland Drive. He estimates the cost to be at \$341,113. With the work at Shop Pond at \$38,000, he expects to have \$160,000 left in his budget. He asked the Selectmen to consider allowing him to purchase a salt shed for the town garage. He called around to get an idea of the cost to bring it forward and anticipates the need for \$120,000 to build it. He has a template on two sizes, one at 30 x 35 and one at 50 x 60. The larger one would hold about 1300-1400 tons of salt whereas the smaller one, which is similar in size to the current one, would hold about 300 tons. The 1300-1400 tons of salt is about $\frac{3}{4}$ of the amount he would normally use in a season. He has run into issues in the past when storms come close together and use the supply on hand, that he can't always get a delivery in time for the next storm (needs the room to store it). He then needs to scale back on the amount of salt being used. Mr. Worthen was asked by Chairman Murphy if there was enough room on the site for the larger shed. He responded that there was. He felt that it was far enough away from any wetlands. He also went on to explain that with the larger shed, the trucks would be better able to load and unload in the shed, therefore less chance of salt escaping outside. He also stated that he was planning on going to the Planning Board to discuss it with them. Selectman Guthrie noted his concern that this is the first he is hearing of the need for a salt shed and wanted to know where there was coming from. He stated that the Library Trustees were just told there wasn't money in the budget to pave Mary E. Clark Drive and then the Road Agent is asking for a new salt shed. He also stated that this is normally an item that would go to town meeting for approval. He asked Selectman Bennett for his input. Selectman Bennett stated that the need for the shed is more for public safety. There are more roads to maintain and they currently have a hard time managing the materials needed. Selectman Guthrie stated that he understood the need for a new salt shed, just taken by surprise and wondered where the money was coming from. Chairman Murphy asked S. Theriault about the 2017 Highway Block Grant extra funds. Mrs. Theriault stated that there was about \$175,000 unanticipated funds that came in during the 2017 budget year. These funds were allowed to carry over for 2018. Mr. Worthen is using these funds to do the 2018 paving, which frees up some funds in his budget. She also pointed out that this would be an update to the Stormwater Permit to show the town is actually working on some of the issues. She noted that Mr. Worthen is still doing all the work that was planned for 2018. Selectman Bennett stated that the issue of the need became a lot clearer around the beginning of the year and he discussed the issue with Mr. Worthen. Doing it this way, there is no additional tax burden on the residents.

Chairman Murphy, looking over the estimates, noted that there is no price for site work, drainage and foundation. Mr. Worthen replied that it comes with some of those items. He noted #2 on the Ironhorse letter dated 2/9 talks about it. He also noted that there was minimal site work required. He also stated that there would be no foundation required. Chairman Murphy asked Mr. Worthen if he had the ability to get any extra funds for the anticipated work. Mr. Worthen responded that he was estimating about \$120,000 total for the shed and work. It was also noted that it would need to go out to bid. Mr. Worthen stated that he wanted to have all the information ready to be able to put it out to proposal, if the Selectmen would allow him to do so.

The Selectmen agreed to allow him to move forward and get the okay from the other boards that need to approve it (such as Planning Board) and that the money is in his budget. Chairman Murphy responded to an earlier concern of Selectmen Guthrie about going out to bid and stated that a big ticket item normally would go to Town Meeting, but where it is a public safety concern, it can move forward with money in the budget.

New Business

Recommendations for Concrete Work:

At a previous meeting the RFP for concrete work were opened with there being only one response. The Selectmen asked for the recommendation of S. Harms for the job. Mr. Harms, through Mrs. Theriault, stated that he felt that they should award the contract to the one bidder (Rhema, Inc.) and to take the alternate bid which is to completely redo the handicap ramp instead of just fixing it. Mrs. Theriault stated that there have been complaints about the condition of the ramp and of the front steps. The job was put out to bid over a year ago and last year of the three jobs that were bid for concrete work only the gym steps were completed. The contractor's schedule got full and was never able to get to the other work. Mrs. Theriault reported that both K. Emerson and J. Worthen measured the ramp and found out that the current grade is ADA compliant and the dimensions are fine.

The cost to repair the front steps is \$3,300 and to repair the ramp is \$11,750. The cost to replace the ramp would be \$36,000. Selectman Bennett stated that he thought the cost to replace the ramp was a lot. Selectman Bennett was told that there were many phone calls made to find companies that do concrete work and that the RFP is posted in the Union Leader, which is also picked up by Construction Summary. He suggested that with more specific specifications there would be more proposals received. It was suggested to repair the front steps and to put the replacing of the handicap ramp back out to bid. Mr. Worthen was also asked to put a temporary fix on the ramp in the area where there is a large separation.

Selectman Bennett motioned to move forward and repair the front steps (main entrance from parking lot) and to put the replacement of the handicap ramp back out to bid. Selectman Guthrie seconded the motion. The motion passed unanimously 3-0.

RFP- Curbside Trash and Recycling, Kent Farm Transfer Station and Curbside Bulk Pick up
There were three proposals received.

1. Waste Management- Rochester, NH
5 year total Curbside Collection \$3,098,200 Tipping Fee \$72/\$74/\$76/\$78/\$81
2. Pinard Waste Systems- Manchester, NH
5 year total Curbside Collection \$2,240,000 Tipping Fee \$65/\$67/\$69/\$71/\$73
3. Casella Waste- Salem, NH
5 year total Curbside Collection \$2,789,000 Tipping Fee \$75/\$79/\$83/\$87/\$91

The motion was made by Selectman Guthrie to forward the proposals to the Recycling and Waste Disposal Committee for their review and recommendation. He noted that they rescheduled their meeting night to this Wednesday to begin the review process. **The motion was seconded by Selectman Bennett. The motion passed unanimously 3-0.**

Old Business

Liaison Reports

Chairman Murphy- Nothing to report

Selectman Guthrie- He noted that the subject is also on the activity log, but the Historic Commission met at the old police station parking lot to determine what to do with it. He

stated that he doesn't expect any answers until later in the summer. He also stated that he felt it may need to go to Town Meeting. Chairman Murphy asked why it would need to go to Town Meeting. Selectman Guthrie responded that the Commission wants to do any project correctly and therefore it could be a significant project. He also noted that it was a way for the town to stay involved in what was being discussed for options.

Selectman Bennett- Nothing to report

AA Report:

Hazard Mitigation Plan Update

The third meeting with Rockingham Planning Commission for the Hazard Mitigation Plan has taken place. The draft Plan is on the credenza for the BOS to review. There will be a public hearing on June 25th, concerning the Plan, which will be open for public comment for 30 days, after which the Homeland Security and FEMA will approve the Plan. It will then be signed by the Board of Selectmen. The purpose of the Plan is to assist the town in reducing and mitigating futures losses from natural hazard events. In order to be considered for a Homeland Security Emergency Management (HSEM) grant, the Plan must be up-to-date. Every five years it is updated.

MS4 – Stormwater Management Reporting

The required reporting was completed and sent to the EPA and DES. There will be a new reporting time frame in October and Mrs. Theriault and Mr. Worthen are working with Julie LaBranche on the tax maps and catch basins along with outfalls.

Shed License agreement.

Mrs. Theriault reported that she prepared a License Agreement between the Board of Selectmen and the Lion's Club. Town Counsel has reviewed it as well as our liability insurance company, Primex. She noted that in the Agreement, an exhibit needs to be provided that will show the location of the shed along with dimensions. Each of the Selectmen has a copy of the Agreement in their packet of information. After they have reviewed it, they need to let Mrs. Theriault know so that it can be finalized. When she was working on the License Agreement she also reviewed the warrant article that the Town passed concerning the Civic Club. In the warrant article it says that the Civic Club is to be responsible for all costs of construction, operation, maintenance. She asked the Selectmen if that is the case, then shouldn't the Civic Club be paying for the electricity and not the tax payer, which is currently happening? In addition, the Town incurred some legal fees for the review of the Lion's Club Agreement, and she asked if they should be requested to reimburse the Town for these costs? Chairman Murphy suggested that the minutes of the Recreation Commission be reviewed for that time period that the Commission said the bill was to be paid by the town. Selectman Guthrie stated that he believes the Lion's Club was going to use solar for lighting so electricity won't be an issue. Selectman Guthrie asked if he could forward a copy to the Lion's Club. Mrs. Theriault responded that he should for their input.

HR benefits administrator workshop

Mrs. Theriault attended a HR workshop that was sponsored by Health Trust. The Cadillac tax has been postponed until 2022. She reported that as a result of Health Trust medical insurance enrollees making educated choices, the Health Trust group as a whole saved \$3M. This translated into direct savings on the premiums. HealthTrust is also promoting a program to help ward-off Type 2 Diabetes 2. The insurance company quoted statistics: for people who lost 5-7% for his/her weight, there was a decrease in the risk of Type 2 Diabetes by 58%.

Parking at the Town Offices

There is a problem with parking at the Town Offices while regular meetings are taking place. This was brought up at a Department's Head's meeting. Mrs. Theriault emailed HASB to advise them of the problem. Hopefully the parking situation has been resolved.

Meeting Minutes

The meeting minutes of April 9th and April 23rd have been signed by the Board.

A motion was made by Selectman Bennett to approve the minutes of April 9, 2018, and April 23, 2018 as edited. Selectman Guthrie seconded the motion and the motion passed unanimously (3-0).

Activity Log

The Activity log was reviewed

Re- Appointments/Appointments

Call for candidates:

- Ordway Park, full members and alternates – monthly meeting
- Recreation Commission, alternate member – monthly meetings
- Trustees of the Trust Funds, alternate members – meetings as needed

Appointments/Resignations- 2018

There was a letter received from Emily Reschberger resigning from her position as a Library Trustee. She noted that the resignation was effective immediately. Selectman Guthrie reported that he has spoken with Mrs. Reschberger.

Selectman Guthrie motioned to accept the resignation with deep regret and noted that it would be a great loss to the Trustees. Selectman Bennett seconded the motion. The motion passed unanimously 3-0.

The Library Trustees recently met to request that current alternate Robert O'Brien be appointed to the open Trustee position with a term to expire in March 2019. They also asked that Jorge Mesa-Tejada and Brian Vass both be appointed as alternate Library Trustees, both would be one year terms.

Selectman Guthrie motioned to appoint Robert O'Brien as a Library Trustee with a term to expire in March 2019. The motion was seconded by Selectman Bennett. The motion passed unanimously 3-0.

Selectman Guthrie motioned to appoint Jorge Mesa-Tejada and Brian Vass as alternate Library Trustees. The motion was seconded by Selectmen Bennett. The motion passed unanimously 3-0.

N. Gallo thanked Selectman Guthrie and Mrs. Theriault for their assistance during this transition.

Chairman Murphy read a letter of resignation from Richard Hartung from the Rockingham Planning Commission, Technical Advisory Committee (TAC) effective immediately. He noted that it was conflicting his time and he was no longer able to continue. **Selectman Guthrie motioned to accept the resignation with regret and thanked Mr. Hartung for his many years of service on this committee. The motion was seconded by Selectman Bennett. The motion passed unanimously 3-0.**

Correspondence

The 2018 Warrant for the first half taxes has been received and needs the signature of the Board of Selectmen. The bills will be going out next week and would be due July 2nd. The Selectmen signed the warrant.

Visitors Comments

There was none.

Selectman Guthrie motioned to enter into nonpublic session under RSA 91A:3 II (d) property at 8:21 pm. Selectman Bennett seconded the motion. The motion passed with a roll call vote:

Selectman Guthrie, yes: Selectman Bennett, yes: Chairman Murphy, yes.

Selectman Guthrie motioned to come out of nonpublic session under RSA 91A 3: II (d) property at 8:33 pm. The motion was seconded by Chairman Murphy. The motion passed 3-0.

Selectman Guthrie, yes: Selectman Bennett, yes: Chairman Murphy, yes.

RSA 91A:3 II (c) reputation at 8:33 pm. Selectman Bennett seconded the motion. The motion passed with a roll call vote: Selectman Guthrie, yes: Selectman Bennett, yes: Chairman Murphy, yes.

Selectman Guthrie, yes: Selectman Bennett, yes: Chairman Murphy, yes.

Selectman Guthrie motioned to come out of nonpublic session under RSA 91A 3: II (c) reputation at 8:36 pm. The motion was seconded by Chairman Murphy. The motion passed 3-0.

Selectman Guthrie, yes: Selectman Bennett, yes: Chairman Murphy, yes.

Selectman Guthrie motioned to seal the minutes of the nonpublic session. The motion was seconded by Selectman Bennett. The motion passed 3-0.

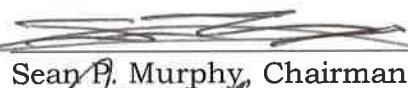
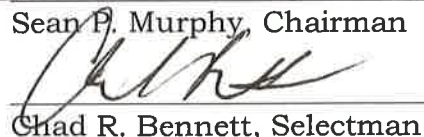
Selectman Guthrie motioned to adjourn the meeting at 8:36pm. Selectman Bennett seconded the motion. The motion passed 3-0.

A True Record:



Tina Harrington, Recording Secretary

Approved By:


Sean P. Murphy, Chairman
Chad R. Bennett, Selectman
Joseph A. Guthrie, Selectman