

**Minutes**  
**Selectmen's Workshop Meeting**  
**February 18, 2011**

8:20 AM Chair Bock opened the meeting and asked all those present to stand for the Pledge of Allegiance.

Members Present: Peter Bock, Mary Bonser, and Gary Anderson.

Guests: John Fernald, Paul Colby, Janet Horvath, Skip Seaverns, Brian Stucker and Tom Sweeney.

Others: Town Administrator Charles Brown and Heidi Seaverns.

Chair Bock recognized Janet Horvath. Ms. Horvath was in attendance to ask the Board's permission to allow 2 residents to have their wedding on the Town Beach on June 4, 2011. She reported to the members that she has spoken with the Police Chief about this and they will close the beach for that afternoon. Board members saw no problems, as long as the no alcohol policy was followed. Ms. Horvath thanked the Board & then left the meeting.

Chair Bock stated the purpose of the meeting was to discuss a plan to replace the Highway Garage. He started by commending the Highway department for their extraordinary efforts in the face of adversity. The other two Board members echoed his thoughts. Chair Bock then asked Mr. Brown to give an update on the insurance claim. Mr. Brown stated that he had emailed a list of contents in the building to the insurance adjustor. He went on to explain that we would get 80% of the amount up front and have two (2) years to complete the project. Any site work would be paid for by the Town as well as any more space than the original building (38' x 60'). Chair Bock asked Mr. Fernald for his thoughts on where to locate the new building. Mr. Fernald stated he thought the building should be built at the Smoke Street site. He explained that the reasons to build at the Smoke Street site are many-power is already there, there is plenty of room to expand, the salt sheds are there and Town has already made the investment. He stated that the culverts that are there (roadway) were installed in the 1980's and will need to be replaced. The Flutter Street site is very small & next to the river. Mr. Sweeney asked if the gas pump/tank would be moved. Mr. Brown said it would not be moved as of now. The tank was installed with containment apparatus and other departments use it as well. Discussion turned to using the existing site with a fabric building over the existing foundation. The general consensus was that this would cost additional money and put the building project in jeopardy; if you have a facility, what do you need with a new building. Mr. Fernald stated the department is functioning with what they have and this project should not be rushed. The Town has access to a garage on Little River Road that has heat & is large enough for a truck to be worked on. The property owner is out of state. Mr. Brown is working on a lease and an acceptable cost to rent the building. Mr. Seaverns asked if the Highway department could function next winter with the facilities they have now. Mr. Fernald said they could. Next item to be discussed was the type & size of the future building. Once the size is finalized, then we can obtain accurate estimates of costs of stick built vs. steel buildings and make decisions based on factual information. No matter what type of building is built, there will need to be a septic system & a well. Ms. Seaverns suggested that whatever type of building is built, it be done so it can be added onto as the fire station was. Mr. Fernald reported he had visited the new DOT building in Chester. It is a 72' x 72' stick built building. The bays are drive through. There is an exhaust fan system, drainage system in the

51 building, hazardous materials storage room, bench area to work and office area as well. Mr.  
52 Fernald suggested looking at many different structures in the area to get an idea of what works  
53 and what doesn't. More discussion followed. Chair Bock stated there will be many questions  
54 asked at Town Meeting and there should be a plan in place. We will explain that the project is in  
55 its beginning stages, we have secured facilities for the Highway department to be able to function  
56 and we are not rushing into anything. It was decided to have a Building Committee meeting on  
57 Tuesday, February 22, 2011 to start the process. Timeframes for funding were discussed. We  
58 have missed the opportunity for funding the whole project this year. It was mentioned that  
59 perhaps the culverts could be replaced this year but this would be dependent on what type of  
60 permitting is needed. Mr. Brown will contact Mark West for his advice in what permits are  
61 needed. It also may be possible to have the well done & septic system installed this year. Mr.  
62 Fernald again stressed that we should take our time on this project. He went on to explain that  
63 the building should have exhaust fans, a place that equipment can be washed inside, a drain  
64 system that works and space for hazardous materials storage. Mr. Anderson asked if the  
65 department expanded what type of equipment would Mr. Fernald need. Mr. Fernald explained  
66 that he was unsure. He is wrestling with the idea of buying a piece of equipment vs. hiring it out  
67 for the time needed. He went on to explain that a truck bigger than the 1 ton could be used to  
68 plow on the camp roads and that would free up the grader. Chair Bock thanked everyone for their  
69 input. Mr. Fernald then left the meeting at 9:20AM.

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71 Ms. Bonser reported to the members that the Budget Committee did not commit to presenting the  
72 budget at Town Meeting. Chair Bock stated he would email the Budget Committee Chairman  
73 and let him know that the Selectmen would present the budget. All members wanted this decided  
74 before Town Meeting day.

75  
76 Ms. Bonser asked if there had been any progress in locating the minutes from the original  
77 Emergency Lane public hearing. Mr. Brown reported that Ms. Seaverns had gone through the  
78 records in the storage room and had not found anything. Mr. Brown reported he had spoken with  
79 Joe McGann, who was a Selectman at the time of the hearing. He vaguely remembered the actual  
80 hearing, and thought that the document that was produced by Val Hume for the Fire Department  
81 ended up as the findings for the hearing. This was also what Mr. Brown remembers. Mr. Brown  
82 has spoken with Ms. Hume and she is looking through her files to see if she has any additional  
83 documentation.

84  
85 **Motion:** Anderson, second Bonser to have Paul Colby be responsible for monitoring Town  
86 building roofs effective immediately.

87 **Vote:** 3-0 in favor.

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89 Mr. Colby asked the Board about whether he should charge the appropriate fee for the building  
90 permit for the house that was heavily damaged by fire on January 16, 2011. Members instructed  
91 Mr. Colby to waive all fees.

92  
93 Next item to be discussed was the contract for Mr. Brown's employment. Board members had no  
94 issues with the minor changes made.

96 **Motion:** Bonser, second Anderson to approve & sign the employment contract through February  
97 28, 2014 for Charles Brown.

98 **Vote:** 3-0 in favor.

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101 9:55 AM Having no further business,

102 **Motion:** Bock, second Anderson to adjourn.

103 **Vote:** 3-0 in favor.

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105 Respectfully Submitted,

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109 Heidi Seaverns

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114 **Approved as amended at the February 28, 2011 meeting.**