

**BOARD OF SELECTMEN
TOWN OF MADISON
JANUARY 28, 2014
MINUTES**

Selectmen Present: Chairman Michael Brooks, Josh Shackford, and John Arruda.

Others Present: Town Administrator Melissa Arias; Deputy Town Administrator Sue Stacey; Fire Commissioner Joyce Elliott; Fire Chief Jeff Eldridge; resident Phoebe Rand; Madison TV Videographer Emilie Riss.

Where and When Posted: Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on December 5, 2013.

Meeting Called to Order: By Brooks at 5:30 p.m.

APPROVAL OF MINUTES – Shackford made a **motion** to approve the Selectmen’s Meeting minutes of January 22, 2014 as prepared, seconded by Arruda, and so voted **3-0**.

APPROVAL OF MANIFEST – Shackford made a **motion** to approve the Manifest of January 27 – February 3, 2014 in the amount of \$148,131.54, seconded by Arruda, and so voted **3-0**. The Manifest breakdown is as follows: \$22,848.83 for payroll; \$7,103.74 for payroll liabilities; \$68,178.97 for accounts payable; \$50,000.00 for the Madison School District (release date of 1/30/14).

THERE WERE NO PUBLIC COMMENTS

2014 WARRANT ARTICLE RECOMMENDATIONS – The Board of Selectmen reviewed the tentative warrant and voted whether to recommend or not recommend the various articles. Brooks said Article 1 is to elect town and school officers, including Executive Councilor. Article 2 came in by petition and is to consider changing from a traditional Town Meeting form of government to an official ballot form of government, known as SB2. Brooks asked Stacey to check with the Department of Revenue Administration (DRA) and Town Counsel one more time regarding the language of Article 4 where it lists the amount of \$163,000 twice, first raising and appropriating and second withdrawing from the Capital Reserve Fund (CRF). Brooks said he would like to do better on the operating budget next year after reluctantly voting his recommendation on Article 5. Brooks asked that the non-lapsing nature of the East Madison Road warrant article expire on December 31, 2015 rather than be drawn out to the longest possible term within the non-lapsing statute. Stacey said DRA wants to change the language of Article 8 but hasn’t yet forwarded their suggested changes and assured the Selectmen that the dollar amount won’t change. Arruda questioned the language of Article 12 because it indicates that funds will go into a trust fund should unreserved fund balance be available at year end. Arruda said the article doesn’t reference the amount of money remaining in the Madison TV operating budget from the year prior that would be transferred over to the trust fund. The Selectmen discussed whether this article would be written as perpetual or would be placed on the warrant annually and decided it should be put up for vote each year. The Selectmen indicated that Article 13 will be passed over if Article 4 passes. The Selectmen debated whether to vote their recommendations on the charitable petitioned articles that haven’t had signatures turned in as of yet. In the end they decided to move forward with their recommendations under the pretense that the petitions come in on time with enough signatures along with a set of financial statements.

#	Article Title	Recommended (Yes-No-Abstain)
3	Organization of Fire Department	Recommended 3-0-0
4	Replace Engine 1 – Lease/Purchase with Capital Reserve Fund withdrawal	Recommended 2-0-1 (Brooks abstaining)
5	Operating Budget	Recommended 3-0-0
6	E. Madison Road Repairs (non-lapsing)	Recommended 3-0-0
7	Assessing - into Expendable Trust Fund	Recommended 3-0-0
8	Madison Historical Building (non-lapsing)	Recommended 2-1-0 (Arruda against)
9	Hwy Truck - 1 Ton	Recommended 2-1-0 (Brooks against)
10	Move Library work station	Not Recommended 1-2-0 (Arruda & Brooks against)
11	Conservation Land Acquisition – into Capital Reserve Fund	Recommended 2-1-0 (Arruda against)
12	Madison TV - create Expendable Trust Fund	Recommended 3-0-0
13	Fire Apparatus – into Capital Reserve Fund	Not Recommended 0-2-1 (Brooks abstaining)
14	Madison Preschool	Not Recommended 0-3-0
15	Conway Humane Society	Not Recommended 1-2-0 (Arruda & Brooks against)
16	Eastern Slope Airport	Not Recommended 1-2-0 (Arruda & Shackford against)
17	Carroll County Transit	Not Recommended 0-3-0
18	Tri-County CAP - fuel assistance	Recommended 3-0-0
19	White Mountain Community Health Center	Recommended 3-0-0
20	Gibson Center - Meals on Wheels	Recommended 3-0-0
21	Ossipee Childrens Fund	Recommended 3-0-0
22	Children Unlimited - early support & services	Recommended 3-0-0
23	Northern Human Services - Mental Health	Recommended 3-0-0
24	American Red Cross	Recommended 3-0-0
25	Starting Point - domestic violence	Recommended 3-0-0

Brooks announced that the Public Hearing on the petitioned warrant article (Article #2) to change from a traditional Town Meeting form of government to an official ballot form of government (SB2) will be held on Tuesday, February 18, 2014 @ 5:30 p.m. in the Town Hall meeting room. Brooks said this will be the only opportunity to publicly discuss this article because unlike the other petitioned articles it will not be decided upon during the Saturday Town Meeting but will appear on the ballot on Tuesday, March 11, 2014.

EAST MADISON ROAD BRIDGE DES PERMIT SIGNATORIES – The Selectmen have been asked to decide whether they want to be the signers of the DES permit for the East Madison Road bridge or designate an engineer representative to sign on our behalf. The Selectmen unanimously decided to sign the DES permits on behalf of the Town, even if it requires a special meeting of the Board.

2015-2020 CAPITAL IMPROVEMENT PLAN – The Selectmen have received another update to the Capital Improvement Plan (CIP) that takes into account the current total town assessed value, the tow-growth rate, an inflation factor, and the school bond payments. This topic will be placed on the February 11, 2014 agenda for discussion and vote.

POMEROY WAIVER LANGUAGE – The waiver document hasn't been sent back to the Selectmen by Town Counsel after last week's Selectmen's Meeting discussion. Upon receipt it will be placed on an upcoming agenda.

PERSONNEL POLICY REIMBURSEMENT REVISION – This discussion item will be placed on a future meeting agenda.

2013 ENCUMBRANCE TOTAL – Arias said the December 30, 2013 Selectmen's Meeting minutes included an incorrect total for the 2013 year-end encumbrances which was \$6,000 less than it should have been. The amount printed in the minutes was \$10,499.75 when it should have been \$16,499.75. Luckily each individual encumbrance amount was itemized by department above the printed total making it clear what the intention was. Brooks read into the minutes the itemized entry amounts which come to a total of \$16,499.75.

Assessing -	\$ 6,000.00	for continued representation against PSNH by George Sansoucy at the BTLA
Financial -	\$ 308.67	for a new shredder from Staples
Financial -	\$ 2,360.00	for work by Kofile on Town Record Book #8
Fire -	\$ 2,784.14	for 2 dry hydrant kits from EJ Prescott
Fire –	\$ 3,550.00	for 2 sets of protective clothing from Bergeron Protective Clothing
Fire –	\$ 550.00	for a new compressor from Silver Lake Home Center
Library –	\$ 46.94	for DVD's from Amazon
Parks & Rec -	\$ 900.00	for Briggs Land Surveying to update the Ward Parcel septic design
TOTAL	\$16,499.75	

Motion: Brooks made a **motion** to reconsider the vote on the 2013 encumbrances as originally voted on December 30, 2013 and approve \$16,499.75, seconded by Shackford, and so voted **3-0**.

EMERGENCY MANAGEMENT REQUEST – Emergency Management Director Richard Clark needs to swap out some monitoring equipment locked up in the Fire Department's equipment room closet. Clark is hoping to arrange for supervised access into the Fire Department building sometime late Thursday morning so he can retrieve the two boxes that the State Emergency Management Department would like to swap out. Brooks looked to Fire Chief Jeff Eldridge in the audience who said he or another designee will be available Thursday morning to see that access to the equipment is possible.

SIGNATURE ITEMS –

Manifest

Payroll & Accounts Payable Checks

Timber Tax Warrant & Worksheet – Allen Trust (234-018)

6:10 PM – Brooks made a **motion** to recess the Selectmen's Meeting in order to attend the 6 pm Advisory Budget Committee Meeting and then reconvene the meeting in order to hold a non-public session pursuant

to RSA 91-A:3II(e) to discuss ongoing litigation, seconded by Shackford, and so voted **3-0**. The Selectmen then took part in the Advisory Budget Committee meeting.

8:10 PM – The Selectmen reconvened their meeting and Brooks made a **motion** to enter non-public session per RSA 91-A:3II(e) to discuss ongoing litigation, seconded by Shackford, and so voted. Roll call vote: Arruda – aye, Shackford – aye, Brooks – aye. **8:25 PM** - Brooks made a **motion** to leave non-public session and seal the minutes of the non-public session, seconded by Arruda, and so voted **3-0**.

8:25 PM - Brooks made a **motion** to adjourn, seconded by Arruda, and so voted **3-0**.

NEXT SELECTMEN’S MEETING – The next Selectmen’s meeting will be Tuesday, February 11, 2014 at 5:30 p.m. in the Town Hall meeting room. The Selectmen will conduct the Public Budget Hearing and a Public Hearing on the fire truck purchase on Tuesday, February 4, 2014 at 7:00 p.m. in the James Noyes Memorial Hall at the Madison Elementary School.

Respectfully submitted,

Melissa S. Arias, Town Administrator
Recording Secretary