

**BOARD OF SELECTMEN
TOWN OF MADISON
MARCH 24, 2015
MINUTES**

Selectmen Present - Chairman John Arruda and Michael Brooks. **Absent** - Josh Shackford.

Others Present – Town Administrator Melissa Arias; Road Agent Bill Chick, Sr. & Assistant Road Agent Bill Chick, Jr.; Highway Mechanic Rob Rand; resident Rick Valladares; Fire Chief Jeff Eldridge; and Madison TV videographer Tim Hughes.

Where and When Posted - Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on January 7, 2015.

Meeting Called to Order – By the Chairman at 5:30 p.m.

CHAIRMANSHIP & COMMITTEE REPRESENTATIVES - The Selectmen will wait for a full Board on April 7th to determine the Chairmanship and Committee Representatives for 2015.

APPROVAL OF MINUTES – Brooks made a **motion** to approve the Selectmen’s Meeting minutes of March 10, 2015 and March 19, 2015 as prepared, seconded by Arruda, and so voted **2-0**.

APPROVAL OF MANIFESTS – Brooks made a **motion** to approve the Manifest of March 23 - 30, 2015 in the amount of \$350,509.55, seconded by Arruda, and so voted **2-0**. The Manifest breakdown is as follows: \$120,504.83 for accounts payable; \$23,055.88 for payroll; \$200,000.00 for the Madison School District (release date 3/26/15); and \$6,948.84 for payroll liabilities.

THERE WERE NO PUBLIC COMMENTS

HIGHWAY TRUCK PURCHASE – The Selectmen discussed which vendor to go with for the new Highway Truck purchase. The Selectmen held a special morning meeting on March 19, 2015 to discuss the new truck and accessory package with the Road Agent & Assistant Road Agent. Arruda said the two options are a Kenworth for \$88,972 or an International for \$82,420. Brooks and Chick Jr. previously asked taxpayer and heavy truck mechanic Rick Valladares to review the two truck specification packets. Valladares said there were a couple things in each packet that he would have specked differently, such as going with Rockwell or Merida brand brakes. Valladares also said the 24.5” wheel size on the International is unnecessary; he prefers the Kenworth’s 22.5” wheel size. Valladares said the overall maintenance will be friendlier on the Kenworth truck. He also said the cab is higher and more compact so it’s easier to work under and around. Valladares said the International steel cab will be more prone to rust compared to the aluminum frame on the Kenworth. He said the Town already owns the tools and diagnostic equipment for Kenworth and a Peterbilt so keeping things consistent by buying another Kenworth makes sense. Arruda said he called the NH DOT in Gilford to ask about the State’s truck fleet. DOT told Arruda the major issue with any new truck is the electronic components that are harder to diagnose and fix. DOT primarily uses International and Freightliner trucks and DOT said they are equivalent to each other. Valladares said he deals with both Yankee and DiPrizio truck dealerships and stated Madison will be treated well by both. Rand said large truck repairs are fairly new to him so he opted not to comment on which make the Town should purchase. Rand did say his biggest concern is the need for another scan tool to diagnose vehicle

issues should the Selectmen go with the International brand that isn't part of our current fleet. Brooks said he talked with a few truck guys and other local municipalities to see whether they have any experience, good or bad, with International and Kenworth. Brooks said everyone seemed to agree that the Kenworth has the superior electronic package. Brooks said several nearby towns have Internationals and wished they didn't due to repair issues.

Motion: Brooks made a **motion** to purchase the Kenworth truck, seconded by Arruda, and so voted **2-0**. Brooks made a **motion** to choose the Viking-Cives accessory package, seconded by Arruda, and so voted **2-0**.

Decision: The Selectmen signed Purchase Requisitions for each of the two vendors.

HIGHWAY PURCHASE REQUISITIONS – Chick Jr. turned in two Purchase Requisitions earlier today for the Highway Department. Purchase Requisition #2015-HIGH-001 is to Coleman Rental for \$1,480 to buy a Wacker trash pump with suction and discharge for filling the portable water tank and cleaning out plugged culverts & drains. Purchase Requisition #2015-HIGH-002 is to Bailey's Auto Supply for \$7,543 to buy a computerized fleet service kit and service information module. Arruda would like to have Rand find out whether the amount includes a municipal discount. Arias pointed out that Bailey's also gives a 2% discount for prompt payment.

Motion: Arruda made a **motion** to accept both Purchase Requisitions, seconded by Brooks, and so voted **2-0**.

Decision: The Purchase Requisitions will be signed under Signature Items.

SEASONAL MAINTENANCE POSITION – The Selectmen discussed the need to fill the part-time seasonal property maintenance position held previously by Wayne Jones. The position was advertised in the Conway Daily Sun late last summer but interviews were never conducted because the Selectmen had to switch gears and concentrate on hiring a mechanic for January 1, 2015. Now that spring is coming, the Selectmen discussed how to proceed and decided to have Arias contact last year's applicants to see if any are interested in interviewing. The Selectmen will post non-public interviews for Tuesday, March 31, 2015 beginning at 5:30 p.m. If a suitable candidate can't be found the Selectmen will likely run another advertisement.

ADVISORY ENERGY COMMITTEE SELECTMAN REPRESENTATIVE – The Moderator has appointed all but one member of the new Advisory Energy Committee as approved under 2015 Warrant Article #19. The Committee will consist of three Madison voters (Russ Dowd, Russ Lanoie, & Nicole Nordlund), one Planning Board member (Noreen Downs), one Advisory Budget Committee member (Bill Lord), one School Board member (Ray O'Brien), and one member of the Board of Selectmen. John Arruda offered to sit on the committee so Arias will notify the Moderator and Town Clerk.

VEHICLE FINANCING – Sue Stacey has been working with Tax Exempt Leasing Corp. on the financing for the Highway dump truck and Police cruiser. Stacey has asked to split the paperwork into separate documents since we will take possession of the cruiser much sooner than the dump truck. Stacey said there is a small expense, less than \$85, to do this. The Selectmen were fine with completing two sets of financing documents since we'll get the cruiser sometime this spring and the dump truck in the fall.

“STUDENT” FIREFIGHTERS – Arruda went over an e-mail response received from Ron O’Keefe at Property-Liability Trust regarding the participation level of “student” firefighters. Brooks said student firefighters are issued safety gear but aren’t allowed to drive trucks, wear air packs, enter burning buildings, or any other task which would put them at risk. O’Keefe’s e-mail confirmed that drivers of municipal vehicles must be 18 years of age or older. Arruda said he wants to ensure the rules regarding student firefighters are being followed by the Fire Department. The Fire Chief and his Officers are scheduled to attend the next Selectmen’s Meeting on April 7, 2015 at 5:30 p.m. to discuss the member reimbursement/point system method and other Fire Department related matters.

OUTGOING POLICE CRUISER – Lt. Colby is looking for the Selectmen’s decision on what is going to happen with the outgoing 2009 Ford Explorer Police cruiser. Colby said in an e-mail that the Board’s decision will dictate how much of the equipment and components need to be stripped off the vehicle once the new 2015 cruiser arrives. Arias said there are three options: pass the Explorer down to the Code Enforcement Officer and sell the Escape; pass the Explorer down to the Fire Department for a command vehicle and decide what to do with the F250; or sell the Explorer through sealed bid. The Selectmen asked the Fire Chief to get a list and estimate together on the cost and process of converting the cruiser to a command vehicle. Eldridge estimated off the top of his head a cost of \$4,000 and said that conversion would be much less than turning the F250 into a command vehicle. Eldridge said a new cap would have to be bought for the F250 with a rear entry door if it were to become a command vehicle. Eldridge said the Town still owns the skid tank unit which could go into the F250 during the summer for forest fire purposes and any member of the Fire Department could drive it. Rand said he has looked at both the Escape and Explorer and they’re comparable with respect to condition and potential future repairs. The Board will defer a decision on this until there’s a full Board and its closer to the time the new cruiser arrives.

DISPOSAL OF FLORESCENT BULBS FROM MADISON BUSINESS – A large Madison business called Town Hall to ask whether their florescent bulbs can be taken to the Transfer Station, and if so, whether there’s a fee. The business produces about 50 florescent bulbs between 4’ and 8’ every 6 months. Arruda suggested getting the business in contact with NRRA or recommend they look to the vendor they buy their bulbs from to take away the used ones. Brooks wondered if there would be a way to arrange things so the Transfer Station attendants don’t have to handle or box the bulbs generated by the business. Brooks said maybe NRRA has or knows of a way empty bulb storage boxes can be delivered to the business and be filled on-site before they deliver the full box to the Transfer Station for disposal. The Town would then invoice the business or collect the disposal costs for the service. Arias will follow up on this.

INSURANCE OVERPAYMENT REIMBURSEMENT – The Town has received another reimbursement check from HealthTrust for the overpayment of health & dental premiums, this time for 2014. Previously employees were reimbursed their percentage paid toward the premium through adjustments to their payroll deductions over 1 or 2 payroll cycles. The Selectmen were both in favor of handling the reimbursement, and future reimbursements, in the same fashion as has been done previously.

MADISON GARAGE EXTERIOR LIGHT – Arias obtained an estimate to purchase and install an exterior light over the small entry door at the Madison Garage. This matter was raised recently at a Joint Loss Management Committee meeting. The estimate, from resident electrician Chris Olds, includes \$242.50 for materials and \$105.00 for labor with a total cost of \$347.50. The Selectmen would like to move forward with the purchase and installation of the new light.

FOREST FIRE WARDEN/DEPUTY APPOINTMENTS – Arruda asked Arias to find out why there is a “no” next to the Fire Chief’s name on the Warden Appointment list before the Board signs the document. Arruda said the “no” seems to indicate that the Fire Chief is not authorized to issue fire permits and wondered why. Arias said her listing allows her to issue permits but not write notices/warning where the Fire Chief’s listing allows him to write notices/warnings but not issue permits. This Signature Item will reappear on the next Selectmen’s agenda.

SIGNATURE ITEMS –

Manifest

Payroll & Accounts Payable Checks

Purchase Requisition #2015-CONS-001 – Forest Land Imp. (\$3,513) Jackman Ridge trail

#2015-WARR-002 – Irwin Automotive (\$28,006) police cruiser

#2015-HIGH-001 – Coleman Rental (\$1,480) Wacker trash pump

#2015-HIGH-002 – Bailey’s Auto (\$7,543) Noregon fleet service kit & info module

#2015-WARR-003 – Yankee Truck (\$88,972) Kenworth truck

#2015-WARR-004 – Viking-Cives (\$46,555) dump truck accessory package

Tax Exempt Leasing Corp Credit Application for 2015 Police Cruiser

~~Forest Fire Warden/Deputy Appointments for 2015 through NH DRED~~ (next meeting)

Intent to Cut Timber Warrant & Worksheet #14-283-06T – McNair Revoc. Trust (246-008)

#14-283-12T – Nature Conservancy (263-001)

Tax Collector’s Abatement #2015-003 (232-008) turned into a Lien by Selectmen

MS-232 form Report of Appropriations Actually Voted

6:19 PM – Arruda made a **motion** to go into non-public session under RSA 91-A:3II(c) to discuss a breach of payment arrangement, seconded by Brooks. Roll call vote: Arruda – aye; Brooks – aye. **6:50 PM** – Arruda made a **motion** to return to public session and seal the minutes of the non-public session, seconded by Brooks, and so voted **2-0**.

6:50 PM – Arruda made a **motion** to adjourn, seconded by Brooks, and so voted **2-0**.

NEXT SELECTMEN’S MEETING – The next Selectmen’s Meeting will be on Tuesday, April 7, 2015 at 5:30 p.m. in the Town Hall Meeting Room.

Respectfully submitted,

Melissa S. Arias, Town Administrator
Recording Secretary