

**BOARD OF SELECTMEN
TOWN OF MADISON
MAY 5, 2015
MINUTES**

Selectmen Present - Chairman Josh Shackford and John Arruda. **Absent** - Michael Brooks (on a mutual aid forest fire call in Ossipee).

Others Present – Town Administrator Melissa Arias; John Dionne, Course Coordinator of Reach the Beach Relay Race; Police Chief Jamie Mullen; and Madison TV videographer Carol Dandeneau.

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.

APPROVAL OF MINUTES – Arruda made a **motion** to approve the Selectmen’s Meeting minutes of April 21, 2015 as prepared, seconded by Shackford, and so voted **2-0**.

APPROVAL OF MANIFESTS – Arruda made a **motion** to approve the Manifest of May 4 - 6, 2015 in the amount of \$300,736.90, seconded by Shackford, and so voted **2-0**. The Manifest breakdown is as follows: \$22,511.83 for payroll; \$6,859.68 for payroll liabilities; \$71,365.39 for accounts payable; and \$200,000.00 for the Madison School District (release date 5/7/15).

THERE WERE NO PUBLIC COMMENTS

2015 1st ISSUE TAX WARRANT – Arias asked the Selectmen to vote to sign the 2015 1st issue property tax warrant out-of-session once prepared so it doesn’t have to wait until the next meeting on May 19th.

Motion: Shackford made a **motion** to sign the 1st issue tax warrant out-of-session once prepared, seconded by Arruda, and so voted **2-0**.

Decision: Arias will prepare the tax warrant at the earliest opportunity and notify the Selectmen when it’s ready to sign.

RESTORATION OF INVOLUNTARILY MERGED LOTS APPLICATION – The Selectmen’s Office received a letter on April 15th from Attorney Albrecht, on behalf of clients Linda and Noel Smith, contesting the Town’s recently adopted application process for the ‘Restoration of Involuntarily Merged Lots’. Albrecht said his clients should not have to pay an application fee or newspaper and abutter notifications to correct a matter caused by past Selectmen or assessors. Arias said Brooks went to the Registry of Deeds on April 30th and brought back copies of recorded documents but none showing evidence of Smith’s father and former property owner, Leland Drew, ever consented to the merger of the three tracts described in the deeds. Shackford and Arruda both wished Brooks was present to participate in the discussion but they were willing to move forward without him. Arias asked the Selectmen whether they want to follow the recently adopted application process, including scheduling a public hearing, or make the determination themselves independent of the application process. The Selectmen both agreed that a public hearing would not alter the Board’s decision so they decided to deviate from the application process. The

Selectmen unanimously agreed to have the single tract divided back into the three original parcels per the language of the deeds and deny the request for only two of the three parcels to be unmerged. Arruda said the Smith's, or the prospective buyers upon taking ownership, could then combine the rear vacant lot with the main house through the simple and inexpensive Voluntary Merger application process with the Planning Board. Arias will communicate the Board's decision to Albrecht via email and wait for a consenting response prior to requesting the assessing firm revert the single tract back to the three lots of record according to the description in the deeds.

REACH THE BEACH RELAY RACE – Police Chief Jamie Mullen was contacted by Reach the Beach Relay Race Coordinator John Dionne regarding a possible route change in Madison for this year's race. Mullen suggested Dionne schedule this meeting to discuss any repercussions this might have with him and the Selectmen. Dionne said he's tried to keep an open line of communication with Mullen and they each agree that changes made to the race last year were a success. Dionne said he has lost the transition area at the Brass Heart Inn in Tamworth this year so he's looking to redirect the course slightly. Dionne has been contemplating a couple new and alternative transition areas, including the Madison Church and Camp Calumet in Freedom. Dionne said he would like to use East Madison Road this year, with van traffic using the entire length. Dionne said the runners will either go all the way to King Pine/Route 153 or out through Lead Mine Road to Class VI Black Brook Road and into Freedom through their Town forest. Mullen said he was hesitant about East Madison Road being used again, especially given issues with support van driver conduct in past years. Mullen said he supports the race but is concerned that any enforcement action taken by Madison Police (or a neighboring department that works a race detail) could result in excessive costs if the Town has to defend the action in court. Dionne said vans would not be traveling Lead Mine Road at all and would instead travel East Madison Road to Route 153 to Ossipee Lake Road and Camp Calumet. Arruda asked about the Conway Daily Sun article regarding issues the Town of Conway had after last year's race. Dionne said a telephone conference was held last week with Conway officials and the course in their town has also been changed for 2015. Arias asked the group if runner safety would be of concern should the course run across the Freedom Town forest where emergency vehicles are unable to access. Shackford said a paramedic or other EMS detail with an ATV might be needed to ensure runner safety, especially where runners will be on the trail during evening and nighttime hours. Dandeneau, who lives off Lead Mine Road, said it is two miles from East Madison Road to Black Brook Road and probably another three miles from Black Brook Road over to Camp Calumet on Ossipee Lake Road. Dionne will know more once he speaks with Pastor Sean Dunker-Bendigo at the Madison Church about establishing a new transition point there this year. Mullen said his intention for Police details during the race is one officer/vehicle at each intersection and a roving patrol vehicle. The Selectmen agreed to have Mullen be the liaison between Dionne and the town during this process.

ASPEN DRIVE HAZARDOUS PROPERTY CLEANUP – Now that the snow has melted, the Selectmen asked that this item be put back on the agenda for discussion and follow-up planning. The Court ordered the property owner to clean up the property at 14 Aspen Drive due to its hazardous condition yet no action has been taken to date. Arruda suggested putting a written request and description of work together to circulate to local excavation companies for proposals. The Selectmen would like to open the proposals at the next meeting on May 19th and have the work completed by August 1st. Arias will e-mail the language to the Selectmen independently before circulating it to the contractors.

REVIEW OF CHARITABLE, EDUCATIONAL, & RELIGIOUS TAX EXEMPTIONS – Arias asked the Selectmen how they'd like to go about reviewing Madison's Charitable, Educational, and Religious tax exemptions (BTLA A-9 & A-12 Forms) per the recommendation of our Dept. of Revenue Administration

Property Appraisal Division's Representative Josephine Belville. Arias has a folder for each of the organizations that file an annual exemption form. Arias cautioned against the Board making any change or hasty decision before the first issue tax warrant is issued because it would likely be met with an appeal. The Selectmen reviewed the list of exemptions and are comfortable with waiting for Belville's review and comment during the 2015 Update and will address any concerns she has at that time.

MEETING WITH DEPT. of TRANSPORTATION – Shackford attended a meeting last evening at the Madison Library set up to address concerns about the condition and proposed paving of State routes in Madison. Shackford said the Dept. of Transportation (DOT) recently paved the entirety of Route 41 and is preparing to pave Route 113 this summer. Shackford summarized the meeting by stating that all State routes in Madison will receive pavement this year. Shackford would like to have Chick Sr. provide a range of dates when East Madison Road will be under construction, primarily so the information can be passed along to the coordinator of the TriTech Triathlon which plans to use East Madison Road for the biking leg.

VETERANS MEMORIAL CAPSTONE – Arias said Arthur's Memorials was able to locate a bronze Merchant Marine plaque and notify the fabricator in time to add it to the new granite capstone. Jeff at Arthur's agreed to invoice the Town for the sixth bronze plaque and additional fabrication costs at the time of installation.

SIGNATURE ITEMS –

Manifest

Payroll & Accounts Payable Checks

Excavation Warrant – Drew (232-038)

Timber Tax Warrant & Worksheet – Whiting/Calderwood (258-009)

Downs (258-003)

Auditor Representation Letter for year ending 2014

MS-535 Form – 2015 Audited Financial Report of the Town

6:20 PM – Shackford made a **motion** to go into non-public session under RSA 91-A:3II(c) to discuss a property transfer issue with a taxpayer, then into another non-public session under RSA 91-A:3II(c) to discuss an eviction notice, then into another non-public session under RSA 91-A:3II(a) to discuss an accounts payable/payroll matter with the Finance employee, seconded by Arruda. Roll call vote: Arruda – aye; Shackford - aye. **7:15 PM** – Arruda made a **motion** to return to public session and seal the minutes of the non-public sessions, seconded by Shackford, and so voted **2-0**.

7:15 PM – Arruda made a **motion** to adjourn, seconded by Shackford, and so voted **2-0**.

NEXT SELECTMEN'S MEETING – The next Selectmen's Meeting will be on Tuesday, May 19, 2015 at 5:30 p.m. in the Town Hall Meeting Room.

Respectfully submitted,

Melissa S. Arias, Town Administrator
Recording Secretary