

**BOARD OF SELECTMEN  
TOWN OF MADISON  
AUGUST 9, 2016  
MINUTES**

**Selectmen Present** - John Arruda and Robert King.

**Absent** – Chairman Josh Shackford.

**Others Present** – Finance Director Su Stacey; Tax Collector Michael Brooks; Richard Fortin; & Madison TV videographer Carol Dandeneau.

**Where and When Posted** - Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on January 4, 2016. Posted time change of this meeting on August 3, 2016.

**Meeting Called to Order** – By Selectman Arruda at 6 p.m.

**APPROVAL OF MINUTES** – King made a **motion** to approve the Selectmen’s Meeting minutes of July 26, 2016 as prepared, seconded by Arruda, and so voted **2-0**.

**APPROVAL OF MANIFESTS** – King made a **motion** to approve the Manifest of August 8-15, 2016 in the amount of \$62,484.07, seconded by Arruda, and so voted **2-0**. The Manifest breakdown is as follows: \$24,897.55 for payroll; \$7,180.30 for payroll liabilities; \$30,406.22 for accounts payable. – King made a **motion** to approve the second Manifest of August 11-12, 2016 in the amount of \$148.01, seconded by Arruda, and so voted **2-0**. The Manifest breakdown is as follows: \$126.99 for payroll; \$21.02 for payroll liabilities.

**THERE WERE NO PUBLIC COMMENTS** –

**BOAT LAUNCH** – Richard Fortin a member of SLAM was in to discuss the importance of keeping milfoil from the lake. He reviewed how the Lake Host Program has only been able to man the boat wash station for limited hours and stated that he knows boats that launch when the station is not manned do not wash their boats. He suggests installing a surveillance camera on the shed and putting up signage. He said it is estimated to cost \$3,000 for the camera and install, he wanted to ask the town if they would consider taking this action and paying some of the cost, he would be willing to pay for the install if the town would put up the signs. Arruda asked what is SLAMs position on this and are other towns doing this? King said he’d prefer to see if there are other solutions. King and Arruda suggested Fortin come back with the officers of SLAM to discuss this matter and noted there will need to be a public hearing for the discussion. Fortin will look into other solutions and speak with the SLAM officers to invite them to attend a Selectmen’s Meeting, he will then make an appointment. Arruda said at that meeting they will hold a public hearing.

**PROPERTIES TO BE DEEDED** – Tax Collector Michael Brooks was in to review and discuss the properties that available to go to deeding. Brooks created a spreadsheet for the Selectmen to have a clearer picture as to what is owed by each property. Brooks reviewed with the board each individual property giving them prior history of payment, he said once it gets closer to the next Selectmen’s Meeting on the 23<sup>rd</sup> he can let them know where collections are at then, he only expects the list will be reduced to 5 or 6

properties and of them 3 are paying diligently. The Selectmen will decide whether to take a deed on the properties or sign a deed waiver giving the property owners more time to settle the debt at the meeting on the 23<sup>rd</sup>.

**COLLECTION OF FIRST BILLING PROPERTY TAXES** – Brooks gave the Selectmen a summary of collected property taxes, 95% of the first issuance tax bills have been collected.

**MINIMUM BIDS for TAX DEEDED PROPERTY** – The Selectmen reviewed a spreadsheet showing the assessed values vs. the amount due and the property cards pertaining to them. Arruda made suggestions on what the minimum bid should be for the 5 properties currently in a position to be sold. He said they plan to contact abutters first then go to absolute auction and if an abutter wins the bid the lot will need to be merged. Arruda asked that Linda send letters to the abutters with the minimum bid amount.

**APPOINT ALTERNATE TRUSTEE OF TRUST FUND** – The Selectmen voted to appoint Joyce Sherwood as an Alternate Trustee of the Trust Fund per the request of the Board of Trustees.

**Motion:** Arruda made a **motion** to appoint Joyce Sherwood as Alternate Trustee, seconded by King, and so voted **2-0**.

**Decision:** The Selectmen will sign the Oath of Office appointing Joyce Sherwood as Alternate Trustee.

**AUDITOR MANAGEMENT REPRESENTATION LETTER** – The Selectmen reviewed the Auditor's Management Representation letter for the 2015 audit which will be a Signature Item later in the meeting.

**Motion:** Arruda made a **motion** to sign the Auditors Representation Letter, seconded by King, and so voted **2-0**.

**Decision:** The letter will be signed later under Signature Items.

**TREE LIMBS ON LEADMINE TRAILS** – Stacey mentioned the Board of a concern regarding the tree limbs near trails around the Lead Mine could be of danger if they become loose and fall on someone. The Road Agent has inspected the area and agree there are dangerous areas, has pursued a quote from a professional tree company. Arruda said he viewed the area himself earlier today, he had originally thought it was on the roadside but found the trees are off towards the lead mine trail. Arruda asked Stacey to have the Road Agent put up signs warning of the 'danger – no trespassing'. He also asked the information from the tree company be forwarded to the Conservation Commission as they handle the management of that area. He said there are other issues in that area that have been documented and the town has put up signs a few years ago noting the open mine shaft.

**DAMAGES DURING OLD HOME WEEK** – Stacey told the Board of the complaints she has received this week concerning the Summer Rec Program damaging the OHW tables both this year and last year as well as other matters. Stacey told the Selectmen when the town ran the summer program they did not use the field during OHW, they used the school playground area or the gym. Arruda asked Stacey to draft a letter giving the history of the damages that all future use of the summer program during OHW they need to be somewhere else, there is too much they can get into. Arruda made a motion to sign out of session.

**Motion:** Arruda made a **motion** he will sign the letter to Madison Rec Department out of session, seconded by King, and so voted **2-0**.

**Decision:** Stacey will let Arruda know when the letter is ready to be signed.

**OLD HOME WEEK TENTS** – King said the tents used for OHW will need to have alterations to them to come in compliance with the new requirements due to the incident that occurred in Lancaster last year. He said they will need to replace stakes and ropes and treat the tents with a flame retardant material, he said a comprehensive list needs to be done. The Fire Chief will get with the OHW before the tents come down to go over what needs to be done. King said this is just a heads up this is coming.

**SIGNATURE ITEMS –**

Manifest

Payroll & Accounts Payable Checks

Management Letter (for Auditors)

Oath of Office – Trustees of Trust Fund – Alternate – Joyce Sherwood

**6:40 PM** – Arruda made a **motion** to go into 2 non-public sessions under RSA 91-A:3II(c) to discuss meet with Tax Collector concerning a payment agreement and a personnel matter, seconded by King. Roll call vote: Arruda – aye; King - aye. **7:05 PM** – Arruda made a **motion** to return to public session and seal the minutes of the non-public sessions, seconded by King, and so voted **2-0**.

**7:05 PM** – Arruda made a **motion** to adjourn, seconded by King, and so voted **2-0**.

**NEXT SELECTMEN’S MEETING** – The next Selectmen’s Meeting will be on Tuesday, August 23, 2016 at 5:30 p.m. in the Town Hall Meeting Room.

Respectfully submitted,

Su Stacey, Finance Director  
Recording Secretary