

**BOARD OF SELECTMEN
TOWN OF MADISON
OCTOBER 4, 2016
MINUTES**

Selectmen Present - John Arruda and Robert King.

Absent – Chairman Josh Shackford.

Others Present – Finance Director Su Stacey; Town Clerk/Tax Collector Michael Brooks; Fire Chief Eldridge; Road agent Chick, Sr; Code Officer Boyd; Residents Kathy and John Barry; Contractor/Resident Jay and Noreen Bisio & 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.

Meeting Called to Order – By Selectman Arruda at 5:35 p.m.

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

APPROVAL OF MANIFESTS – King made a **motion** to approve the Manifest of October 3-14, 2016 in the amount of \$194,843.78, seconded by Arruda, and so voted **2-0**. The Manifest breakdown is as follows: \$22,820.16 for payroll; \$6,841.04 for payroll liabilities; \$77,193.42 for accounts payable; \$75,000.00 for Madison School; State of Maine \$10; \$12,979.16 for NHRS. – King made a **motion** to approve the second Manifest of October 4, 2016 for the purchase of the new fire truck in the amount of \$363,820.00 with amended-typo, seconded by Arruda, and so voted **2-0**. (The Manifest breakdown is as follows: \$264,000.00 from the 1996 Fire apparatus CRF and \$99,820.00 from the funds encumbered year end 2015 for purchase of the new fire truck 4E3 replacing the 1993 fire truck 4E1.) King made a **motion** to approve the third Manifest of October 3, 2016 in the amount of \$1168.00, seconded by Arruda, and so voted **2-0**. The Manifest breakdown is as follows: \$1168.00 for payment of estimated tax bill postage.

THERE WERE NO PUBLIC COMMENTS

TRANSFER STATION CONTRACT RENEWAL – The Selectmen started preliminary discussions on the Transfer Station contract which ends February 28, 2017. Arruda suggested to have the Solid Waste Committee (SWAC) review the contract and to see if there are any changes such as in fuel if we can be up charged. Then the Board should meet with them, King will bring the information to the committee, they had not met last month.

CAPITAL IMPROVEMENT PLAN (CIP) – The Selectmen reviewed the CIP with department heads of the Highway and Fire departments. Arruda started with Fire Chief Eldridge, they went down the list on the CIP dated 1/25/2016.

Fire

Lines 01a/b – was to start 2017 move to start 2019 this is to remount the 2005GMC Ambulance (Rescue1) box to a new chaise in a couple years per the Fire Chief.

Line 02 – the amount changed from \$20,000 to \$30,000 stay to start 2017 for the defibulator.

Line 03 – Removed; was 2016 was for emergency vehicle radios.

Line 04 – was to start 2017 moved to 2018 for tanker upgrade. It's at 500 now trying to go for 750.

Line 05 – was reduced from \$16,000 to \$10,000 is on for a warrant article this year 2017.

Line 06 – move the overhead doors to 2019.

Line 07 – move the paving to 2018 keep price until the schedule.

Line 08 – reduced the amount for washer dryer of gear from \$25,000 to \$20,000. Arruda asked to check if other services clean the gear and what other departments do.

Line 09 – increased the amount of the fire hose from \$40,000 to \$46,000/\$50,000.

Line 10 – stay as is.

Line 11 – move the 2020 payment to 2019 which makes it a double amount of approximately \$90,000.

Line 12 – reduce portable radios from \$60,000 to \$40,000, keep in start date of 2018.

Line 13 – stay as is.

Eldridge told the Board the only thing he wanted to go out for warrant articles this year is \$10,000 for Jaws of Life and he knows it is a sore subject but he wants to put on the exhaust system, Arruda asked how many departments have this system, he knows Conway does not. Eldridge told him diesel exhaust is the leading cause of cancer among fire fighters. Eldridge would like to have a presentation for the Board on this issue, Arruda wonders if these departments that have this system are fulltime or rural part-time? Eldridge named several Ossipee and Wolfeboro departments that have this system. Arruda wants to know the number of fire fighters that have had an issue, how many are from rural departments when presenter comes. King asked what the price was, Eldridge said \$53,000 is the cost and it will fit in the station.

The Road Agent was next to discuss the highway portion of the CIP.

Highway

Line 1 – Stacey will check when the final payment is due.

Line 2 – Stacey will check which highway truck was paid off this year.

Line 3 – this will stay as is

Line 4a – was done 2016

Line 5a – increase from \$100,000 to \$113,000 to finish High St.

Line 6 – started CRF for \$75,000 in 2016 then add in 2017, lease in 2018 \$300,000 is a solid amount for now per Road Agent.

Line 7 – 6-wheel truck starting in 2021 fully loaded.

Road Agent wants to add a 1-ton that will be replaced in 2017/18 not sure of year, he will get back to Stacey on the date and she will have Land Use Admin Assistant adjust the CIP.

The Police Chief can be invited to next meeting to discuss his lines.

PAVING PROJECTS FOR TOWN PROPERTIES – Chick, Sr told the Board he has a quote from FR Carroll which is less than what we were charged last spring. He gave the contract to Arruda who questions the bottom escalation clause saying the price could go up, Arruda thought we were locking the price in. Also there isn't a contingency clause for Town Meeting vote. Arruda wants the Road Agent to discuss with Carroll to take out the paragraph.

Stacey asked to discuss the town hall and library parking lots paving and lining with the Road Agent and the Board. Arruda said he didn't think this was going to happen this year neither does the Road Agent. Arruda asked to let the library know if they plan to do the paving and lining this year, to bring the information when they meet with the budget committee.

OLD HOME WEEK'S TENTS / MEMO FROM FIRE CHIEF – The Fire Chief had written a memo to the Selectmen concerning the tents that Old Home Week, the memo is attached to these minutes. The Board discussed the tent issues, King will chat with Fire Marshalls office to come in to a meeting to get a clearer understanding. Stacey will check with insurance on liability matters.

NEW FIRE TRUCK ARRIVING / SELLING OLD FIRE TRUCK – Chief Eldridge told the Board the new truck should be arriving Thursday and the old truck will be picked up the same day.

CISTERN IN BANFIELD HALLOW WAIVER REQUEST – Jay Bisio the owner of the Banfield Hollow development discussed the reasons for his request to waive the second cistern during the development of Phase 3 of his project. He told the Board he had several conversations with the previous Fire Chief who first reduced the size of the tank to 15,000 gallons then later in another conversation he told Bisio he thought the first cistern of 30,000 gallons was more than enough to cover the whole development. Bisio took that as he did not have to do the second cistern, as a town official told him what was already there was more than adequate. The agreement he had signed with the Planning Board in 2005 when he had requested to waive the install of the second cistern prior to starting the development, clearly states he was to install the second cistern prior to commencing building in Phase 3. He had agreed to have a 30,000-gallon tank installed and the system be in working order. Bisio has no problem installing another cistern however he prefers to reduce the size, he would rather put in a 10,000-gallon tank installed centrally located in Phase 3 then another 10,000-gallon tank centrally installed in Phase 4. Arruda told him he needs to go to the Planning Board, until he gets a letter stating otherwise from the Planning Board the Selectmen have to follow the written document. Brooks who was a Selectmen at the time, said he sat on the Planning Board and as a volunteer fire fighter he worked with Fire Chief Dunker-Bendigo at the time the subdivision application was submitted to the Planning Board for approval and then again was present when Bisio came back with the request to waive installing both cisterns. Brooks told the Board it was a condition of approval of the subdivision which has been recorded in the Registry of Deeds with these cisterns located on the recorded plans. The Board of Selectmen nor a Fire Chief have authority to change the plans. This would need to be revisited by the Planning Board, if they so choose. Brooks said he worked with the Fire Chief at the time who sat with an engineer and discussed fire flows to determine what would be required, and where the locations were determined to be installed. He said it may not be where the developer wants to put them but it wasn't by accident they were placed where they are on the plans. Brooks said Bisio had gotten forgiveness by the Planning Board as he wasn't supposed to start building until both cisterns were installed but Bisio had started building after only one cistern was installed and functioning, that is how the agreement was created. Bisio was supposed to install the second 30,000 gallon cistern before Phase 3 started, this is now a breach of condition. Arruda said this is something the Planning Board needs to deal with. Boyd told the Board he was not aware of this issue and had approved 3 building permits of which 2 houses have already been built in Phase 3 and another in Phase 4 with a third one starting in Phase 3, the foundation has been poured already. Arruda read the advice Town Council gave the Board, then he said they could not issue any more building permits. The advice stated that the Planning Board could revoke the subdivision approval under RSA 676:4a. Arruda also told Bisio he has a cease and desist on the current house being built and no more building permits will be issued until the Planning Board renders a decision otherwise. Bisio attempted to argue with Arruda questioning it was not fair. Arruda told him the Board has no control. King reiterated what Arruda had said that the Board has no authority to change a Planning Board decision, he shared his opinion on the matter and agrees with Arruda to cease and desist. Arruda said Boyd cannot do anything until the Planning Board revises their decision.

FIRE APPARATUS CRF REQUEST – The Selectmen discussed the 2015WA#6 vote to withdraw up to \$264,000.00 from the Fire Truck Capital Reserve Fund established in 1996 which was amended in 2011 to purchase a replacement fire truck for Engine 1. The 2015 WA#4 was voted to appoint the Board of Selectmen as agents to expend is CRF. The Selectmen had voted at year end 2015 to encumber \$99,820 for the balance of the Fire Truck rather than take a note out as 2015WA#6 authorized.

Motion: Arruda made a **motion** to remove from the 1996 Fire Truck Capital Reserve Fund in the amount of \$264,000.00, seconded by King, and so voted **2-0**.

Decision: Stacey will send the request with a copy of these minutes to the Trustees of the Trust Fund to withdraw \$264,000 from the Fire Truck Capital Reserve Fund to be deposited in the General Fund account.

CODE CAR EXPENSES – Code Officer Boyd discussed the need to over expend his budget due to the repairs needed for the town vehicle he drives. Earlier this year he had over spent his maintenance line to replace the transmission, now he needs \$882.51 worth of repairs including new tires which are a safety issue. The plan in January was to replace the tires but he had an unexpected repair needed for the transmission. Boyd said the tires are in bad shape, the town mechanic also found front end issues; the tires and front end alignment would be done at Redstone Auto the remaining work the town mechanic can do. Boyd was directed to complete a Purchase Requisition and Stacey will sign it.

HOME DEPOT TRUCK WITH MADISON STICKER – King mentioned he was at the Transfer Station when a “Go & Load” truck from Home Depot came in full of old wood with a Madison sticker on it. Stacey was asked to contact Home Depot and have the sticker taken off the truck.

AUCTION REMINDER – Stacey reminded the Board of the Town Property Auction was being held Saturday October 22, 2016.

SIGNATURE ITEMS –

Manifest

Payroll & Accounts Payable Checks

Intent to Cut Timber #16-283-03-T-Supplemental – Michael R Hathaway (M222L28 + M228L59)

Request of Funds – Trustees of Trust Fund – 1996 CRF Fire Apparatus

Primary Election Notification document – 11/8/16 from 8 am – 7 pm in Elementary School gym

6:45 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, October 18, 2016 at 5:30 p.m. in the Town Hall Meeting Room.

Respectfully submitted,



Su Stacey, Finance Director
Recording Secretary



TOWN OF MADISON FIRE & RESCUE DEPARTMENT

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Jeffrey A. Eldridge, Chief of Department
Richard A. Clark, Assistant Chief

Board of Selectman
Town of Madison
1923 Village Road
Madison NH 03849

RECEIVED

SEP 20 2016

OFFICE OF SELECTMEN
MADISON, NH

To the Board;

This letter is being written regarding the tents that are put up every year at Burke Field for Madison Old Home Week, in light of the tragic events that happened in Lancaster in 2015, the codes are clamping down on codes that have been in place for over 50 years on tents.

The following will and needs to be done in order to operate the tents. All which will meet NFPA CODES.

Building Permit (every year)

Assembly Permit (every year)

All tents will be flame proofed and stamped with an approved flame rating stamp

Staking Diagram (with which type of ropes and or straps and there load rating and breaking strength, construction material, structural details and soil details.)

Wind Loading Details (especially the limit)

Each tent shall include a site plan, means of egress, and occupant load.

Each tent will have no smoking signs under NFPA 101 11.11

Each tent will have no open flame within 15ft of them (regardless of open flame or enclosed under a grill)

There will be a minimum of 10ft between tents staking lines

Each tent will be required to have a crowd manager (1 crowd manger per 250 people)

Each tent will be required to have an emergency action plan (NFPA 101 4.8 approved only by the AHJ which is the Fire Chief)

Sincerely,

Chief of Department
AHJ