

**BOARD OF SELECTMEN  
TOWN OF MADISON  
October 3, 2017  
MINUTES**

**Selectmen Present** – John Arruda, Robert J. King, Jr., Josh L. Shackford

**Others Present** –Police Chief Ted Colby; Fire Chief Richard Clark; Advisory Energy Committee Member Noreen Downs; Administrative Assistant Linda Shackford; Madison TV Videographer Carol Dandeneau

**Where and When Posted** – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on December 19, 2016.

**Meeting Called to Order** – By the Chairman at 5:33 p.m.

**PUBLIC COMMENT** – Chief Clark discussed with the Board the status of the snowbulance product for rescues using the ATV. There are some options to update the snowbulance with the ability to have wheels that can assist in rescues during times of year when there is no snow, this upgrade is about \$900. Chief Clark is looking into the purchase of a 20' trailer that will house the unit as there is no available room in the station. The Fire Departments 501(c)(3) plans to give \$2,500 and the Conway Lions will donate \$3,000. The Chief intend to have the unit ready for use before snowfall.

**APPROVAL OF MINUTES:**

**Motion** by King, seconded by J. Shackford to approve the minutes of September 19, 2017 as written. The motion passed **3-0**.

**APPROVAL OF MANIFESTS:**

**Motion** by King, seconded by J. Shackford to approve the Manifest of October 2 - 13, 2017 in the amount of \$245,261.55. The Manifest breakdown is as follows: \$69,371.49 for accounts payable; \$23,907.42 for payroll; \$6,951.28 for payroll liabilities; \$15,031.36 for New Hampshire Retirement System and \$130,000.00 for Madison Elementary School. The motion passed **3-0**.

**DISCUSSION ITEMS/NEW BUSINESS**

**Noreen Downs – Madison Energy Advisory Committee update** – Downs had hoped to attend with Russ Dowd but he was unable to attend. Due to time constraints Downs attended alone. Downs explained that the Performance Contract proposal that would include Madison, Tamworth and Freedom and encompass lighting, air exchange, controls, etc. will not be coming to fruition; Tamworth decided against the idea leaving the proposed project too small for the energy companies.

Downs addressed budget season funding for the Quality Insulation quote that would insulate the Town Hall attic in the amount of \$8,200 with an estimated 5-7 year payback. The estimate will be confirmed and incorporated into the 2018 budget. The Library insulation proposal of \$4,300 is being brought to the Library Trustees for consideration with no answer yet. Downs also mentioned that the digital programable thermostats for this building are still planning to be done.

Downs explained the real reason for this discussion is to request that the Board agree to get in the queue to be able to apply for the Eversource Smart Start Program. This program will allow the Town to replace lighting with LED fixtures saving cost over time. The program works similar to the street light program the Town did years ago. The fixtures are changed and the Town pays back monthly allowing the cost to be

spread over time at 0% interest, with the expectation that the savings incurred will basically pay the monthly amount.

The Board reviewed the Customer Purchase Agreement: Appendix I which broke down the cost/rebate and saving/payment info for each building. Downs noted that the Town Hall and Library rebates looked low in comparison to other buildings. The reason is that there are portions of the building that are not used on a regular basis so the saving when changing the lighting is not as high. It was suggested that the changes in lighting be made to the main floor of the Town Hall and leave the meeting room. A new estimate will be made up if the Board agrees to go forward with getting in the queue.

**Motion** by J. Shackford, seconded by King have Arruda sign the paperwork to get in the queue for Option 2 with 100% savings. The motion passed **3-0**.

**Budget effects 2018:**

**Replace flooring/carpet lower level Town Hall - PD & Meeting Room** – It was noted that the meeting room carpet has holes and is in need of replacement. Chief Colby expressed interest in having the Police Department flooring re-done also. L. Shackford will obtain prices on new flooring for the lower level.

**Septic repair/replace septic for Fire Station** – L. Shackford will ask Bill Chick Jr. to get someone to check the system and find out what it will entail to correct the problem.

**Power Wash Town Hall** – This item is not a priority for this year.

**Boat Launch Repair** – Arruda went to the East Shore Drive boat launch and saw that the center portion has been blown out, seeing about 30 blocks that need to be replaced. Arruda spoke with Wayne Jones and discussed that if the repair work is done with hand tools as opposed to equipment it may not require DES approval. Arruda also brought up the idea of a fee of \$15 to be charged to non-residents for use of the launch. This revenue could be deposited in an expendable trust fund for fixing the ramp. L. Shackford will get in touch with the company to find a price on replacement blocks and contact DRA to find if this fee would need a public hearing.

**Personnel Policy Revision #1 to “Medical Examiner’s Certificate” section** – This revision is being made because the Town requires that all drivers of highway vehicles to have a valid medical card.

**255 Brenner Drive 107-072 – Hazard** – This property has come into disrepair. Photos show that there are trees growing into the deck, with the deck falling off the building. It appears no one lives there and the owners are from out of town. The Board will have Health Officer Boyd write a letter to the owner explaining that the house has fallen into ill repair and is an attractive nuisance. The Town does not have much teeth on this issue, but a letter will make the owner aware.

Chief Clark mentioned that he and Boyd also investigated a complaint of an open well off East Madison Road. They could not find the well. Chief Clark is going to contact the complainant for a better description of the location.

**OHW Committee Warrant Article for funds to Trustee of Trust Funds** – At the September 19<sup>th</sup> meeting the Old Home Week and Trustees of Trust Funds met with the Board to finalize how donated funds will be delivered to the Trustees. It was voted that a standing article will be placed on the warrant each year. Finance Director Stacey contacted the Secretary of State’s Office and DRA to question why this needs to be done annually and rather have it been in place until rescinded. Both the Secretary of State and

DRA confirmed that it could be done once. The Board agreed it makes more sense to do an article this March with the wording of until rescinded.

**Motion** by Arruda, seconded by King to rescind the vote at the September 19, 2017 meeting in favor of a one-time article in March of 2018. The motion passed **3-0**.

**East Madison Road Tree Removal** – The Road Agent submitted a proposal from Forever Green Tree for the removal of trees along East Madison Road. The estimated cost is \$1,760.00. J. Shackford asked how many trees are being taken. The proposal did not state. The trees to be removed have been marked with orange by the Road Agent.

**Motion** by J. Shackford, seconded by King to have Forever Green Tree remove the trees along East Madison Road per the proposal for \$1,760.00. The motion passed **3-0**. The funds will come from the Highway Contracted Services line.

**OLD BUSINESS** – There was none.

**Selectman Shackford's List** – J. Shackford attended the Freedom Selectmen's meeting the night before regarding the contracted ambulance company. Basically, the incident that happened regarding coverage shouldn't have happened and they are making changes to assure it does not happen again. An email has been received from CarePlus with the remedy for the situation. Chief Clark feels that it needs to go further, having the ambulance company inform Fire Chiefs if there is an issue, maybe through dispatch.

**Selectman King's List** – King stated that as of today, all the highway vehicles are not inspected. The State of New Hampshire requires municipal vehicles be inspected annually by the end of September. Chief Clark noted that the Fire Department trucks are not done but had plans to have them done this week. Chief Colby noted that they can be inspected up to two months ahead and suggested that an annual inspection schedule be set up so this does not happen again. The Board agreed that a memo will be sent to Road Agent Chick stating that Highway vehicles will be parked until brought into State of New Hampshire inspection compliance.

**Selectman Arruda's List** – Arruda said that at the last Budget meeting the disrepair of West Shore Drive was discussed. Arruda hopes that the road will get some good patching before snow plowing begins. The Board would like to know from the Road Agent what his plan is before this winter and if a cost to repair for next year can be obtained. Arruda also mentioned that he has reviewed some health insurance policy information submitted by Finance Director Stacey, it is difficult to understand.

**Assistant's List** – No items.

## **SIGNATURE ITEMS**

Manifest

Payroll & Accounts Payable Checks

Personnel Policy Revision #1 to "Medical Examiner's Certificate" section page 16

Forestry Truck Co-Operative Agreement and Deputy Warden Appointments

**6:50 PM** – King made a **motion** to adjourn, seconded by J. Shackford, and so voted **3-0**.

**NEXT SELECTMEN'S MEETING** – The next Selectmen's Meeting will be on Tuesday, October 17, 2017 at 5:30 p.m. in the lower level of Town Hall.

Respectfully Submitted,

Linda Shackford, Administrative Assistant  
Recording Secretary