

**BOARD OF SELECTMEN  
TOWN OF MADISON  
October 17, 2017  
MINUTES**

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

**Others Present** –Police Chief Ted Colby; Fire Chief Richard Clark; Finance Director Su Stacey; Resident Wayne Jones; Old Home Week Committee Members Candy Sue Jones and Nancy Cole; 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 5:30 p.m.

**APPROVAL OF MINUTES:**

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

**APPROVAL OF MANIFESTS:**

**Motion** by King, seconded by J. Shackford to approve the Manifest of October 18-23, 2017 in the amount of \$351,667.87. The Manifest breakdown is as follows: \$119,395.44 for accounts payable; \$24,822.51 for payroll; \$7,449.92 for payroll liabilities; and \$200,000.00 for Madison Elementary School. The motion passed **3-0**.

**PUBLIC COMMENT:**

OHW members Nancy Cole and Candy Sue Jones presented to the Board a petition with 132 signatures asking the Board to consider adding to the Parks & Recreation Budget the amount of \$6,000 for Fireworks during Old Home Week. J. Shackford noted that these types of requests are initially placed on the warrant and the voters at Town Meeting are given the opportunity to discuss and vote. After a few years on the warrant with passing votes it could be put in as a line item in the budget. Cole commented that the Budget Hearing would allow for discussion to which J. Shackford feels there is not enough attendance at that hearing. King is in support of this proposal as the fireworks draw people who in turn donate for future OHW activities.

The Board agreed to place the request for \$6,000 on the warrant in 2018 with no need for it to be a petitioned warrant article; with anticipation of it eventually being a line in the Parks and Recreation Budget.

**Finance Director to discuss Preliminary Budget** – Stacey reviewed each budget page with the Board and answered questions.

- Assessing – Pick-ups line changed from \$12,500 to \$10,000
- Conservation Commission – The \$1,500 for water quality testing is paid at the end of the year.
- General Government Buildings – Eversource: Su will check the KWH rate we are being charged.
- Highway – The Road Agent Salary line may change with the new hire. The fuel line will be moved to General Government Buildings and will include Highway, Police, Fire and Code.
- Insurance – Primex rate is because of the Town's experience rating.
- Parks & Rec – An ad will be posted for a new swim instructor. If no one is hired the line will be removed.

- Personnel Administration – Health insurance figures have not been received for 2018.
  - Solid Waste Disposal – Price for recyclable disposal is going up.
- Stacey will make adjustments and have fresh copies available on Monday.

The Board discussed warrant articles:

- Dock at Foot of the Lake - \$5,500
- Boat Ramp Repair – no figure yet, considering fee for non-residents to launch

**Fire Department CIP** – Chief Clark met with the Board to discuss the Fire Department portion of the 2019-2024 Capital Improvement Plan:

- 1a Ambulance (1994) Replacement (To Cap Res) – **To remain**
- Ambulance (1994) Replacement (5yr. thru 2024)- **To remain**
- 1b 2022 Rescue/Ambulance – **To remain**
- 2 12 Lead Cardiac Monitor/Defibrillator - **To remain**
- 3 Tanker (3K Gallon) Upgrade – **To remain**
- 5 Station Overhead Door Replacement – **To remain**
- 6 Station Parking & Ramp Area Paving – **To remain**
- 7 Gear Washer & Dryer – **To remain**
- 8 Fire Hose Replacement – **To remain**
- 10 Portable (Firemen) Radio Replacements (Grants?)-**To remain**
- 11 Fire Truck Replacement (7 yr. thru 2027) - **REMOVE**
- 13 Building Exhaust System – **To remain**
- 14 Command Vehicle (4 yr. thru 2021) (install acc.) - **Changed**

The \$55,000 estimate for a new command vehicle was discussed. The Board felt that amount was high and King suggested looking into state bids, offering his assistance. The Board settled upon a \$45,000 number with \$15,000 in years 2018 – 2020.

**Police Department CIP** – Chief Colby met with the Board to discuss the Police Department portion of the 2019-2024 Capital Improvement Plan:

- 1 SUV Replacement 222 1 (4yr. thru 2014) - **REMOVE**
- 2a Computer Upgrades - **REMOVE**
- 2b Computer Upgrades - **REMOVE**
- 3 SUV Cruiser Replacement 222 3 (4yr.thru 2016) - **REMOVE**
- 4 SUV Cruiser Replacement 222 2 (4yr. thru 2018) – **To remain**
- 5 SUV Cruiser Replacement 222 1 (4yr. thru 2020) - **REMOVE**
- 6 SUV Cruiser Replacement 222 3 (4yr. thru 2022) – **To remain**
- 7 SUV Cruiser Replacement 222 2 (4 yr. thru 2024) – **To remain**
- 8 SUV Cruiser Replacement 222 3 (4 yr. thru 2026) – **To remain**

**Winter Road Property 120-005** – L. Shackford asked the Road Agent about the demolition of this building. The project would require hiring and excavator and dumpsters as it is too much for any of the Town’s equipment. The Board agreed to leave the property as is for the winter.

**Fee for Boat Launch** – L. Shackford contacted DRA and found that the Town can collect user fees for the boat launch. However, Arruda explained that it would first be necessary to adopt at Town Meeting RSA 41:9-a Establishment of Fees by warrant article. This should have been done years ago as the Town already collects fees such as building and land use application fees. After adoption the Town could hold a

public hearing regarding collection of launch fees. The Board agreed to place this issue of adopting RSA 41:9-a on the 2018 warrant.

**Landfill Permit Proposal** - Stantec submitted a proposal for 2018. The landfill has reached a point of requiring less testing but the state now requires test for other things. There is not much we can do as they are required by the State of NH. This will be signed in signature items.

**Shackford's List** – Shackford revisited the issue of employee health insurance with Arruda offering his ideas on the subject. Arruda feels if a pay raise is proposed for employees then it would seem that we would then beginning asking for employees to contribute to their health insurance premiums. Arruda ran some numbers, with a 5% employee contribution. For example, an employee with a 2-person plan would contribute \$40/pay period and would still come out ahead; it would save the town \$19,000 a year overall. Also, an option is to have no raises. Arruda stated this is something that needs to be discussed because this is a large bill that Arruda feels uncomfortable expecting the taxpayers to foot without a contribution from employees. Shackford sees what other towns do and also see the huge difference in benefits received by an employee on a single plan versus an equal employee with a family plan. Shackford spoke of a scenario of a middle amount benefit to each employee, then pay additional for family or receive money back if use less. King would like to see a balance, adding the employees would be best served by not discussing this each year; find a solution that can be spread out over, for example, three years and then everyone is aware of what is coming. King would like to see some information about how other towns handle the contribution by employees expecting a fair solution for both Town and employee. King also expressed thoughts of handling new hires differently with, for example, paying 10% from the beginning. Shackford can see comparing with other towns but it should be local towns, not necessarily one with a similar population across the state, as we are going to lose or gain employees from local towns. Arruda feels something needs to be done this year and used an example of pay increases annually of 3.5% with increases to employee contributions of 5%, 10% and 12 or 15% incrementally over the years. King agreed with the staged increase idea but also added that new hires would be hit with the largest projected amount off the bat. Another option would be to offer a dollar amount to employees eligible for insurance who use their spouses plan instead. The Board agreed that a 2-year plan could be a solution. That plan would have employees receiving 3.5% pay increases for the next two years with 5% and 10% employee contributions respectively. Arruda would like to see this done for two years then look into a sort of incentive program for not using the Town's health insurance.

**King's List** – No items.

**Arruda's List** – Rob Rand has found a buyer for the brake lathe that had no bidders when offered back in June. An offer of \$300 has been made. **Motion** by J. Shackford, seconded by King to accept the bid. The motion passed **3-0**.

Arruda asked if all the Town vehicles have now been inspected and if the seat belts were installed in the Oshkosh. King has seen only current stickers on vehicles, L. Shackford will find out for sure and inquire about the seatbelt.

The Highway department would like to purchase a Billy Goat from North Country Tractor in the amount of \$1,395.00 for picking up and grinding leaves making cemetery clean-up easier. **Motion** by Arruda, seconded by King to have the Highway department purchase the Billy Goat. The motion passed **3-0**.

Shackford informed the Board that the Downs' have an Intent to be signed for a cut on Black Brook Road. They have asked to use the Town's landing at the Goodwin Town Forest and not to post a Class VI road bond as the road is essentially their driveway. The Board was in agreement.

**SIGNATURE ITEMS**

- Manifest
- Payroll & Accounts Payable Checks
- Supplemental Intent to Cut 17-283-06-T – Town of Madison 258-006 and 258-008
- Intent to Cut – Kennett 230-009 and 203-010
  - Downs 258-003
- Landfill Post Closure Monitoring Proposal 2018 – Stantec
- Purchase Requisition 2017-HIGH-002 Dewitt dba Forever Green Tree \$1,760.00
  - 2017- POLI-010 Stratham Tire, Inc \$664.20
- 2017 Eversource Lighting Incentive – Town Hall
- 2017 Eversource Lighting Incentive – Library
- Eversource Rebate Application – Highway Garage
  - DPW Garage
  - Fire Department
- Highway Safety Grant Agreement Project #318-18B-121
- Health Officer Nomination Form

**7:12 PM** – Arruda made a **motion** to recess this meeting until October 18, 2017 at 5:00pm to set the tax rate for 2017, seconded by King, and so voted **3-0**.

**OCTOBER 18, 2017  
Reconvened Meeting**

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

**Others Present** – Administrative Assistant Linda Shackford; Finance Director Su Stacey; Madison TV Videographer Carol Dandeneau

**Where and When Posted** – This is a continuation of a recess of the October 17, 2017 meeting.

**Meeting Reconvened** – By the Chairman at 5:10 p.m.

**DISCUSSION ITEMS/NEW BUSINESS:**

This meeting is to set the 2017 tax rate. Numbers have been received from the Department of Revenue.

Chairman Arruda explained that the Unreserved Fund Balance is \$640,000.00. The Board will use \$230,500 to offset taxes leaving \$409,500 in Fund Balance. This will allow the Town portion of the Tax rate to remain at \$3.76 which is the same as 2016.

	<u>2016</u>	<u>2017</u>
Town	3.76	3.76
School	8.98	9.49
County	1.35	1.43
State School	<u>2.47</u>	<u>2.22</u>
	<b>\$16.51</b>	<b>\$16.90</b>

The Board agreed to ask DRA to approve a 2017 rate of \$16.90.

**Motion** by King, seconded by J. Shackford to sign out of session the 2017 warrant once prepared. The motion passed **3-0**.

**5:15 PM** – Chairman Shackford made a **motion** to adjourn, seconded by King, and so voted **3-0**.

**NEXT SELECTMEN’S MEETING** – The next Selectmen’s Meeting will be on Tuesday, October 31, 2017 at 5:30 p.m. in the lower level of Town Hall.

Respectfully Submitted,

Linda Shackford, Administrative Assistant  
Recording Secretary