

**BOARD OF SELECTMEN  
TOWN OF MADISON  
AUGUST 23, 2011  
MINUTES**

**Selectmen Present:** Chairman John Arruda, Michael Brooks, Josh Shackford.

**Others Present:** Town Administrator Melissa Arias; Madison Library Trustees Ron Force & Peter Stevens; Town Clerk/Tax Collector Marcia Shackford; Police Chief Jamie Mullen; Madison TV Videographer Emilie Riss.

**Where and When Posted:** Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on June 30, 2011.

**Meeting Called to Order:** By the Chairman at 5:30 p.m.

**APPROVAL OF MINUTES** – Shackford made a **motion** to approve the minutes of August 9, 2011 and August 22, 2011 as prepared, seconded by Brooks, and so voted **3-0**.

**APPROVAL OF MANIFEST** – Brooks made a **motion** to approve the Manifest of August 15 – 24, 2011 in the amount of \$710,660.05, seconded by Shackford, and so voted **3-0**. The Manifest breakdown is: \$22,010.93 for payroll; \$108,649.12 for accounts payable; \$580,000.00 for the Madison School District to pick up on August 31<sup>st</sup>.

**PATH BETWEEN SCHOOL & LIBRARY** – The two newest Library Trustees, Ron Force and Peter Stevens, were in to talk about a proposed pedestrian and bicycle path between the Elementary School and Library. The path has been depicted on an aerial photograph titled ‘Madison Town Campus’. The path leads from the Library, through an opening between trees and an embankment, behind the Fire Station, past the taxpayer sand pile, across the Town Hall driveway, around Town Hall, across the upper parking lot, through the opening in the ballfield fence, along the edge of the lower ballfield near the tree line, behind the home plate backstop, along the edge of the ballfield parking lot, along the ballfield driveway to the point of the footbridge trail, across the bridge, between the lines painted on the Madison Garage driveway, through the fence at the school, across the school driveway near the old schoolhouse, ending at the school sidewalk. Force and Stevens noticed 21<sup>st</sup> century grant kids and summer rec. program kids being walked to and from the Library along Route 113. They also learned from the Librarian that the Library bike rack is only used by kids who ride bikes on the main road. The goal is to get kids away from busy Route 113 but keep the path very visible for safety reasons. Stevens said the biggest part of making the path functional is cutting brush between the Library and Fire Station and lowering the small hill in the same area. Force has talked with the Road Agent and Fire Chief about the plan. Bill Chick said DigSafe should be consulted before the bank is lowered to ensure buried wires are not an obstacle. Force said compacted gravel may be needed in a few spots. Force said Chief Judkins is in favor of a path between the Library and other municipal buildings. Force said there will be cost for asphalt striping and proper signage at certain intervals along the path, which will only be accessible three seasons of the year. Force and Stevens asked for the Selectmen’s support of the concept, which they received. The Board asked Arias to ensure the Road Agent puts the improvement between the Fire Station and Library on his upcoming schedule. In the meantime, the group would like to see grade stakes placed to show the location and approximate width of the path in this area. Brooks asked Force and Stevens to see that all

creeping saplings along the lower ballfield be cut back during this project. The group briefly discussed how to sign the path once complete and said trail markers (similar to the ones on State Park trails) could be mounted to a shortened sign post and placed within sight of one another along the trail.

**ON-LINE PAYMENTS FOR MOTOR VEHICLE & DOG LICENSE RENEWALS** – Town Clerk Marcia Shackford was in to present the Selectmen with a Master Subscription Agreement between the Town, Avitar Associates, and GoVolution that will allow motor vehicle renewals and dog license renewals to be paid on-line by credit card, debit card, or ACH check. The agreement was reviewed by Attorney Cooper who said it is nearly identical to the existing agreement for on-line property tax payments. Marcia said this is the first step in getting the renewals payable on-line. Marcia said the Treasurer is prepared to open another bank account for the motor vehicle renewal and dog renewal funds.

**Motion:** Brooks made a **motion** to have the Chairman execute the Master Subscription Agreement with GoVolution to facilitate the payment of motor vehicle renewals and dog license renewals on-line, seconded by Arruda, and so voted **3-0**.

**Decision:** The agreement was signed by the Chairman before returning to Marcia for processing.

**2008 TAX DEEDED PROPERTY** – Tax Collector Marcia Shackford informed the Selectman that only one property was taken by the Town of Madison for non-payment of 2008 property taxes. This property was formerly owned by Daniel Kelly and located at 36 Adelboden Way (tax map 107, lot 086). All of the other properties recently in jeopardy either paid in full before the deadline, were granted a deed waiver from the Board of Selectmen, or made other arrangements through a Welfare Lien placed on their property by the Selectmen. Marcia presented the Tax Collector's Deed for 36 Adelboden Way for the Selectmen to sign before recording it at the Carroll County Registry of Deeds.

**Motion:** Arruda made a **motion** to accept the Tax Collector's Deed for tax map 107, lot 086 at 36 Adelboden Way, seconded by Brooks, and so voted **3-0**.

**Decision:** The Selectmen signed the deed and Marcia will send it for recording. Marcia will also notify the Eidelweiss Commissioners of the tax deed as an annual courtesy provided by her office.

**SWAC MEMBER RECOMMENDATIONS** – The Solid Waste Advisory Committee (SWAC) has been working hard to recruit more committee members. They have asked the Selectmen to approve the appointments of Beverly Klitsch and Gary Gaschott as new members.

**Motion:** Brooks made a **motion** to appoint Klitsch and Gaschott to the Solid Waste Advisory Committee, seconded by Shackford, and so voted **3-0**.

**Decision:** The Selectmen will sign the Oaths of Office and Appointment letters for Klitsch and Gaschott later in the meeting under Signature Items.

**TOWN HALL AIR CONDITIONING PREVENTATIVE MAINTENANCE PLAN** – After a recent service call for air conditioning repair, Arias was offered an annual preventative maintenance plan by American Air Systems. The plan provides an annual spring visit to inspect and ensure the system is working properly. The \$204 cost is roughly that of one service call, which will hopefully be avoided in

the future through the annual visit. The Selectmen were in favor of the preventative maintenance plan and will sign it under Signature Items.

**TOWN HALL SIDE EXIT DOOR DAMAGE** – On August 9<sup>th</sup> Arias discovered damage to the exterior stairwell door of Town Hall. The damage consists of a rotted threshold, casing, and sill, along with questionable damage to the sub-floor. Arias obtained one initial proposal that includes replacing the existing inward-swinging door with an outward-swinging door and crash bar, relocation of the exterior light, and construction and installation of a 2' deep pitched roof over the door to deflect splash. Arias filed a claim with the NH Local Government Center's Property-Liability Insurance Company and is waiting to hear back regarding member agreement coverage. Due to the amount of the initial proposal, Arruda asked Arias to get two other estimates from local contractors before the Board makes a decision.

**PEG TV AGREEMENT WITH CONWAY** – Arias e-mailed Conway Town Manager Earl Sires inquiring when the Selectmen can expect a written proposal from the Town of Conway regarding PEG TV and the ability of Madison subscribers to continue watching Valley Vision broadcasting. Sires responded back that the Conway Selectmen haven't taken action on a proposal but that the Madison Selectmen could communicate with Conway about our interest in this regard. Sires said on-going viewing of Conway Channel 3 broadcasts by Madison residents will be based on a fee arrangement. Arruda said Conway has taken no action through Time Warner to alter the current arrangement of Madison having 24 hours to air our programming (9 am Monday thru 9 am Tuesday) and Conway/Valley Vision programming showing the remainder of the time. Arias was asked to respond back to Sires reiterating that funds are not available in Madison's 2011 operating budget and that an approximate cost needs to be provided for discussion and possible inclusion in our 2012 operating budget. The Selectmen are still torn about Madison subscribers losing the ability to watch school related content like sporting events and concerts because of the cost to send Madison students to Middle and High School through SAU 9. Shackford said the cost should come from franchise fees in order to be fair and equitable to taxpayers who don't have Time Warner Cable. Shackford stressed that Madison TV is not in jeopardy in any way, that regardless of what happens between Conway and Madison, we have an agreement for access to a PEG TV channel.

**MADISON BOULDER QUITCLAIM DEED** – The Selectmen reviewed the language of a revised draft Quitclaim Deed from the Gerry heirs to the State of NH for land surrounding the Madison Boulder. Arias informed the Board of the recent passing of Leon Gerry's elderly aunt who was listed as one of the four heirs to James O. Gerry. Bill Carpenter of the NH Division of Forests and Lands was obtaining legal advice on how to alter the draft deed to properly address her passing. Bill Carpenter had suggested looking into two separate Quitclaim Deeds to the State, one from the Gerry heirs and one from the Town of Madison. Brooks doesn't feel two separate deeds are necessary and prefers one document because it is the stipulation of the Gerry heirs that is driving the Selectmen to sign on as Grantors. After researching past Town Meeting minutes and consulting with Town Counsel, it has been determined that the Quitclaim Deed cannot be signed by the Board of Selectmen until an affirmative vote at Town Meeting. A warrant article will need to be drafted for inclusion on the March 2102 Tentative Warrant. Arias will e-mail the Selectmen's general agreement with the current Quitclaim Deed draft to Bill Carpenter and ask that he proceed with the heirs signing it. The Board briefly discussed when and how to dissolve the Madison Boulder Advisory Commission which is currently under the supervision of the Conservation Commission. All parties seem to agree that a Boulder Committee or "Friends of" group will be needed in the future; however, the Gerry heirs want the group to fall under the jurisdiction of the Board of Selectmen and not tied in any way to the Conservation Commission. Arias cautioned that it may be premature to discontinue

the existing Madison Boulder Advisory Commission at this point. The Board will address this issue when more information is known about the need and proposed duties of either a municipal committee or a private "Friends of" group.

**ROUTE 113 LOW SHOULDER SIGNAGE** – Arruda has recently noticed orange "Low Shoulder" signs posted by the Department of Transportation (DOT) along sections of Route 113. Arruda said budget constraints may be delaying their annual ditch work but wonders when they plan on addressing the unsafe shoulders. Arruda said the shoulders will be particularly hazardous if not fixed before winter. Arias was asked to inquire with DOT Foreman Brian Chase.

**WATER SUPPLY FOR TOWN HALL & HIGHWAY GARAGE** – The Road Agent has suggested quotes be sought for a new water supply at Town Hall and the Highway Garage. Currently there are four municipal buildings serviced by one well. These are the Fire Department, Library, Town Hall and Highway Garage. When something goes wrong with the plumbing at one building it negatively impacts the water supply to the other three buildings. Arias asked the Selectmen's opinion on getting prices before spending time and effort on the task. Brooks said proposals would be helpful in determining how to address the water issue. The Board asked Arias to obtain three proposals so a contingency plan can be in place should something go wrong with the current well.

**FOOT OF THE LAKE BOAT STORAGE** – Arias updated the Board about the boats being stored at the Foot of the Lake against Town Regulation. Arias consulted with the Police Chief, Code Enforcement Officer, and Road Agent before making up bright orange signs to alert the boat owners to remove their boats before the Town has them removed. With the help of the Police and Highway Departments, the boats in violation will be relocated within the next couple weeks for the owners to claim.

**THERE WERE NO PUBLIC COMMENTS AT THIS TIME.**

**SIGNATURE ITEMS –**

Purchase Requisition - #2011-POLI-001 \$555.00 for trainings at Portsmouth Police Dept.  
Appointment and Oath of Office – new SWAC members Beverly Klitsch & Gary Gaschott  
Notice of Intent to Cut Timber – Patriani Revoc. Trust (222-020)  
Timber Tax Warrant & Worksheet – Deaderick (229-030-001)  
American Air Systems – Preventative Maintenance Proposal, spring air conditioning inspection  
GoVolution Master Subscription Agreement (Motor Vehicle & Dog on-line payments)  
Tax Collector's Deed – to Town of Madison from Tax Collector re: Daniel Kelly (107-086)

**NON-PUBLIC SESSION – 6:45 PM** – Arruda made a **motion** to adjourn the public session and go into non-public session under RSA 91-A:3,II(i) to discuss a security issue with the Police Chief, seconded by Shackford, and so voted **3-0**. Roll Call Vote: Brooks-aye, Shackford-aye, Arruda-aye. **7:05 PM** – Shackford made a **motion** to leave non-public session and seal the minutes of the non-public session, seconded by Arruda, and so voted **3-0**.

**ADJOURN: 7:05 PM** – Shackford made a **motion** to adjourn, seconded by Arruda, and so voted **3-0**.

**NEXT SELECTMEN'S MEETING** – The next Selectmen's Meeting will be on Tuesday, September 6, 2011 at 5:30 p.m. The Selectmen will interview prospective Highway Technician candidates in a posted non-public meeting on Tuesday, August 30<sup>th</sup> at 6:15 p.m. in the Selectmen's Office.

Respectfully submitted,

Melissa S. Arias, Town Administrator  
Recording Secretary