

**BOARD OF SELECTMEN
TOWN OF MADISON
JUNE 11, 2013
MINUTES**

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

Others Present: Town Administrator Melissa Arias; Road Agent Bill Chick Sr. & Assistant Road Agent Bill Chick Jr.; residents Deborah Iampietro and John Bartlett; and Madison TV Videographer Tim Hughes.

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

Meeting Called to Order: At 5:35 p.m. by the Chairman.

APPROVAL OF MINUTES – Shackford made a **motion** to approve the Selectmen’s Meeting minutes of May 28, 2013 as prepared, seconded by Arruda, and so voted **3-0**.

APPROVAL OF MANIFEST – Shackford made a **motion** to approve the Manifest of June 3 - 12, 2013 in the amount of \$445,186.12, seconded by Arruda, and so voted **3-0**. The Manifest breakdown is as follows: \$21,131.72 for payroll; \$6,888.46 for payroll liabilities; \$93,696.94 for accounts payable; \$323,469.00 for the Madison School District (6/20/13 release date).

THERE WERE NO PUBLIC COMMENTS

CLASS VI MODOC HILL ROAD – Residents Deborah Iampietro and John Bartlett from 1005 Modoc Hill Road were in to talk with the Selectmen about damages caused to Class VI Modoc Hill Road by four-wheel drive trucks and ATV’s. Iampietro said they moved into the property in October 2012 and understood they were responsible for the maintenance of the road from Town Line Road to the point where their driveway leaves the Class VI Road. Iampietro asked the Selectmen if the road could be posted as “No through Traffic” to deter the four-wheel drive vehicles and ATV’s from going down there and tearing the road and private property up. Bartlett said the area has become a playground for these types of vehicles. Bartlett said GPS devices tend to show Modoc Hill Road as passable from Town Line Road to Colby Hill Road even though it’s not unless you have a very tall four-wheel drive vehicle. Iampietro said the ATVs are riding on and crossing private property, likely without landowner permission, and shouldn’t be driving down Town roads anyway. Shackford asked Iampietro if she has called the Police Department during any of the incidents and she said no because by the time the Police got to the property the vehicles would likely be long gone. Iampietro also indicated that involving the Police could be a waste of resources and take them away from more important duties. Iampietro said placing the sign would give her something to reference while talking with the drivers. The Selectmen were cautious in considering a “No through Traffic” sign because it would be similar to closing the road. Arruda offered to inquire with Town Counsel about posting the sign but admitted it is a sticky wicket. Brooks said Iampietro’s situation isn’t much different than the vehicles that drive Class VI Goe Hill Road. Brooks said he’s the last house on Goe Hill Road yet vehicles drive past continuing into Freedom if they have four-wheel drive and enough ground clearance. Bill Chick said the Town went round and round at Town Meeting a few years ago over whether to ban ATV’s on certain Class VI Roads and feels this is a

Town Meeting issue. Shackford said Madison has been involved year after year with issues surrounding road, Class VI mostly, and they all get very heated. Shackford wants to ensure what the Town does is consistent for all Class VI Roads and not make certain exceptions for any one road. Shackford would prefer Iampietro call the Police so they can respond or follow up if she feels vehicles are out there and shouldn't be. Shackford said Iampietro could also petition Town Meeting 2014 to allow the road to be posted or to change the status of the road. Brooks outlined the means and timing for submitting a petitioned warrant article and suggested Iampietro follow up with Arias or Stacey.

EAST MADISON ROAD BRIDGE PROJECT – Bill Chick Sr. & Jr. were in to continue discussion on the East Madison Road bridge project. Chick Jr. was contacted by Holden Transportation Engineering and met with their representative last week when they submitted a lengthy packet and cost estimate for the project at no cost to the Town. An Engineer from Holden met with Chick Jr. and reviewed the information contained within the packet. Three copies were supplied for the Selectmen to review prior to this discussion. Arias explained how a draft Request for Proposal had been done up for a rigid frame bridge with engineering/geotechnical services but it hasn't been circulated because the Holden packet takes the previous decision of the Board and changes it to include engineering services and oversight throughout the whole project, including the installation phase which was initially going to be done under a separate RFP to local construction contractors. Based upon his recent research, Arruda is beginning to think the Town should bundle the project into one RFP package. This would include an engineering firm to design the bridge, obtain the necessary environmental studies and permitting, acquire the bridge, subcontract with the installation company, and oversee the installation. Arruda asked how the RFP will be circulated and Arias said it would be e-mailed to companies on the DOT's structural/bridge consultant list. Brooks said either way the Town is going to be paying over \$100,000 to have a \$30,000 bridge installed. Brooks would rather see the Town request prices for the purchase of a bridge with proper permitting and then separately request prices for installation. Brooks feels this would be a less costly option for the Town. Shackford said doing it all under one RFP would probably be easier but likes the idea of working with very local installation contractors that probably wouldn't be used by the engineering firm proving proposals. Along Shackford's line of thinking, Arruda said the RFP could be put out to local contractors who would then subcontract out as part of his bid amount an engineer to do the permitting and oversee the installation and a bridge manufacturer to sell the bridge. The Selectmen liked this approach and unanimously agreed to move forward in this direction. The Selectmen chose five local contractors to circulate the RFP to and asked Arias to include Holden given the work they've done to date. Arias will circulate a draft RFP to the Road Agent and Selectmen in the next day or two.

CUB CADET TRACTOR REPAIRS – Road Agent Bill Chick Sr. informed the Selectmen that the 10-year old Cub Cadet tractor which has only 300+ hours is in need of rear-end repairs which could be significant give the noise it's been making. Chick said the extent won't be known until the rear end is taken apart. Chick said Wolfeboro Power Equipment is the closest parts and repair facility now. Chick said the Town Mechanic should be able to make the repairs in house once he gets back from vacation. Chick said the ballfield maintenance has been disadvantaged with the tractor out of commission. Chick asked whether the Cub Cadet repair cost can come from the Highway Heavy Equipment Expendable Trust. Chick would like the Selectmen to consider trading the older John Deere mower and the Cub Cadet tractor next spring in order to get a John Deere tractor comparable to the Cub Cadet.

BUILDING PROJECTS – Chick Jr. said there are 2-3 Highway employees interested in doing the work on the Highway Department exterior and Mike LaClair is willing to build the beach sign stands once the signs are received. The Selectmen were in favor of moving forward.

REQUEST TO USE TOWN PROPERTY – Arias told the Selectmen that the Town has received a Request to Use Town Property form from Tamworth resident Whitney Roberts who is looking to use the upper ballfield on July 7, 2013 for a youth women’s softball tournament. Arias said this request is slightly different than most in that a Madison resident isn’t the person requesting to use town property. Roberts explained to Arias that the tournament is an annual event yet it requires the use of an additional or different field this year to make it work. Roberts offered the concession opportunity to a local group like Cal Ripken or the Recreation Department so the proceeds can benefit a Madison group but will be done by the tournament if no other group is interested. Arias wanted to ensure the Selectmen were in support of this unique request and didn’t have any stipulation to include prior to signing off on the request form. Brooks said men’s softball doesn’t pay to use the field or clean the portable toilets so the Selectmen were in favor of approving the field use form without any stipulations. Brooks will talk with Cal Ripken to see if enough volunteers can be rounded up to run a concession that day and Arias will get Brooks’ contact information to Roberts so she can follow up directly.

REVERSE 911 DESIGNATED OFFICIALS – The Selectmen discussed enrolling in the NH Reverse 911 Program at the last meeting and needed some additional time to determine who should be designated as the two Madison officials authorized to utilize the system. Arias said the Selectmen also need to decide whether access can be made directly or has to go through the PSAP Supervisor at 911. Arias said the designated officials will be scheduled for training on the new system once the form is received by the Bureau of Emergency Communications (BEC).

Motion: Brooks made a **motion** to nominate the Police Chief and Town Administrator as the designated officials who will have direct access, seconded by Arruda, and so voted **3-0**.

Decision: The Chairman will sign the form under Signature Items and Mullen and Arias will sign as designated officials prior to returning the form to the BEC.

BEACH SIGNS – The Selectmen asked Arias to move forward in getting the beach signs finalized and ordered so the upright kiosks can be built by a Highway employee.

SIGNATURE ITEMS –

Manifest

Payroll & Accounts Payable Checks

NH Emergency Notification System Authorized User Form

Tax Collector’s Abatements: #2013-002 Town of Madison (105-042); #2013-003 Town of Madison (223-002); #2013-004 Town of Madison (105-062); #2013-005 Town of Madison (114-015)

Veterans Credit Application – (262-006)

Forest Fire Report/Bill – E. Madison Road fire on 4/29/13

Property Abatement Decisions – DENIED – Puopolo (218-002); Haver (112-010-021); Pomeroy Ltd Partnership (125-003-001 & 125-003-002 & 125-003-003; Bojarski (262-006)

Property Abatement Decisions – GRANTED – Wheeler (222-009); Keene (107-001); Chick Sr. (229-031)

Timber Tax Warrant & Worksheet - #13-283-02T – Swamy (228-007)

6:59 PM – Shackford made a **motion** to adjourn the regular Selectmen’s Meeting, seconded by Arruda, and so voted **3-0**.

NEXT SELECTMEN'S MEETING – The next regular Selectmen's meeting will be June 25, 2013 at 5:30 p.m. in the Town Hall Meeting Room.

Respectfully submitted,

Melissa S. Arias, Town Administrator
Recording Secretary