

**BOARD OF SELECTMEN
TOWN OF MADISON
NOVEMBER 29, 2011
MINUTES**

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

Others Present: Town Administrator Melissa Arias; Emergency Management Director Richard Clark; Jeff Caron & Kellen Bizel from Precision Applications; Conservation Commission Chairman David Riss and member Marc Ohlson; Dave Wilox from Dwight & Sons; 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 November 15, 2011 as prepared, seconded by Arruda, and so voted **2-0**.

APPROVAL OF MANIFEST – Shackford made a **motion** to approve the Manifest of November 21 – 30, 2011 in the amount of \$246,510.10, seconded by Arruda, and so voted **2-0**. The Manifest breakdown is: \$39,172.60 for payroll; \$87,337.50 for accounts payable; \$120,000.00 for the Madison School District (12/8/11 release date).

EMERGENCY MANAGEMENT GRANTS – Emergency Management Director Richard Clark was in to talk about two grants the Town will be receiving. The first grant has been awarded in the amount of \$4,411.49 and covers 75% of the costs incurred during the Sept. 3, 2011 storm event (Disaster #FEMA-4026-DR-NH). Clark said there are now rates established internally for firefighters who work through the Emergency Operations Center (EOC) during a significant storm event. The second grant is for \$5,000 from the NH Division of Homeland Security and Emergency Management to update the Town's 2008/9 Hazard Mitigation Plan. Clark said the Board signed a letter of intent to Homeland Security & Emergency Management regarding the grant application for updating our Hazard Mitigation Plan. Clark will draft a revised letter after speaking with and obtaining a proposal from June Garneau of Mapping and Planning Solutions in Twin Mountain. Garneau is updating plans for several other area towns and will do ours for an amount not to exceed \$5,000. Documents pertaining to these grants will be signed during Signature Items. The 2008/9 Hazard Mitigation Plan contained a few projects that have since been completed. New priority projects, like replacing or reconstructing the Silver Lake Dam, will be added to the revised plan. Clark said one of his goals is to get the Town Hall equipped with an emergency generator so telephone and radio communications and computer programs will be functional during storm events. Clark has been working with Northledge Technologies to tie the Fire Department phones in with the Town Hall phone system which will be beneficial for many reasons, including the activation of the Emergency Operation Center. Clark said the licensing of the Elementary School Gym as an American Red Cross emergency shelter was a major accomplishment, which included purchasing cots, blankets, and other necessary supplies. The Board mentioned the red-listed bridge (culvert) on East Madison Road and the bridge (culvert) on Route 113 by Coleman's in the Town of Albany as hazard mitigation projects. Clark said June Garneau will be working on Albany's plan update so the Route 113 bridge (culvert) will likely be raised by one or both towns during the process. Clark said some of the larger projects, like the

dam and bridge (culvert) replacement, could require engineering work prior to being eligible for grant funding. The engineering costs would have to be budgeted for in advance.

NORTH COUNTRY COUNCIL GRANT REQUEST – The Selectmen received a written request from the North Country Council (NCC) asking for a letter of support for the USDA Solid Waste Technical Assistance Grant they are applying for. A letter was drafted based upon sample language from NCC and will be signed under Signature Items. NCC was also asking the Board to specify which solid waste related programs Madison would consider participating in. The Selectmen opted to indicate household hazardous waste, electronic recycling and solid waste training over the full cost accounting and expired pharmaceutical programs.

TRANSFER STATION SHED – The Selectmen received an e-mail on November 21st from the MWV Career & Technical Center building trades teacher Jason Daggett regarding the progress of the Transfer Station shed. So far, the students have framed up all the roof trusses and raised the gable and wall ends of the building. They have constructed a concrete form to pour the concrete foundation blocks. Daggett said the project has been an invaluable learning experience for as many as 60 students that are involved in one capacity or another. Doors, windows, roofing, trim and siding will be ordered and installed next.

COUNTY POLICE & FIRE DISPATCHING SERVICES – Shackford said the Moultonboro Board of Selectmen recently sent a letter to the Conway Board of Selectmen, the Wolfeboro Board of Selectmen, and the Carroll County Sheriff's Department stating their opposition to paying for dispatching services included in the Carroll County budget because they provide their own fire and police dispatching, like Conway and Wolfeboro do. Shackford read about this in the Daily Sun and disagrees with the concept. Shackford likened it to Madison taxpayers only paying County tax based upon the number of Madison residents living in the nursing home, in County jail, or who are served with civil papers instead of paying a proportional share based upon total town valuation. Arruda said Wolfeboro and Moultonboro pay a higher portion of County taxes because they have higher overall valuations and tax bases. Arruda said if the issue stands it could further divide the already volatile County government.

CLASS V ROADS TO SUMMER COTTAGES – Arruda said this agenda item will appear on the next agenda due to Brooks' absence due to illness. Brooks is working on a draft Policy regarding Class V Roads to Summer Cottages for the Board to review prior to sending to Town Counsel for comment.

SIGNATURE ITEMS –

Letter to USDA supporting NCC's application for a Solid Waste Tech. Assistance Grant
Forest Fire Report/Bill for issued 2011 fire permits
Homeland Security Audit Requirements Acceptance for Tropical Storm Irene Grant
Grant Agreement with Homeland Security for Hazard Mitigation Plan Update (\$5,000)
Agreement to update Hazard Mitigation Plan for \$5,000 thru MAPS, Twin Mtn.

TOWN HALL ROOF – Jeff Caron & Kellen Bizel from Precision Applications in Plymouth were in at the Board's request to discuss the \$19,975 proposal to recoat the existing Town Hall metal roof with an ASTEC re-ply roofing system. Arruda said there will be some sort of Warrant Article proposed for Town Meeting 2012, whether it's to recoat or replace the metal roof. The existing roof is 70-80 years old and was re-screwed and re-painted 11 years ago. Caron said most but not all the roofs they work on are flat. The product is typically white to increase the solar reflectivity rate, although there are 21 colors in light brown, green, and other hues. Arruda said Precision just replied the roof of the Conway Marketplace

building where Best Regards is located so he's familiar with the product and application process. Arruda asked how the product works on a roof with exposed fasteners. Caron said there are different types of applications, some sprayed on and others brushed on. Bizell said all fasteners will be checked with loose ones being either refastened or replaced with larger, rubber-backed fasteners. Caron said a thick product is then applied on top of all exposed fasteners, sort of like placing a Hershey kiss on top of each screw-head. Caron said in some cases cloth strips, varying in width, are used underneath a pre-sealant product prior to applying the top coat. The Town Hall roof will be a 2-coat application with some rusty areas treated in advance. Bizell said the snow-guards won't be a hindrance. At the Wolfeboro Transfer Station the rails were removed and the product was placed on top of the snow-guard posts prior to the rails being reinstalled. Caron said 98% of the work is prep work and 2% is product application. There are 10-year material (ASTECC) and labor (Precision Application) warranties on the project. Caron said near the 10-year warranty mark the Town will receive a postcard offering an inspection and opportunity to renew the warranty for another 10 years for a fraction of the price. Trouble areas would be addressed at that point before another application of the reply product. Bizel said there was a school in Pike, NH with a 10-pitch roof that was comparable with the Town Hall in that it wasn't walkable. Caron said the temperature needs to be 55 degrees before the product can be applied and estimates the project would take about 2 week to complete, weather permitting. Bizel said the spraying would be done over a weekend to eliminate excess traffic. If the Town proposes the ASTECC system, Caron offered to be available at Town Meeting 2012 to discuss the product and assure of a professional crew. Arruda told Caron & Bizel that sealed bids for a new metal roof will be opened next to see how the cost compares to the reply system.

TOWN HALL ROOF SEALED BIDS – The Selectmen received two proposals prior to and one proposal after the November 23rd noon deadline for a new metal roof on the Town Hall. Arias was asked to put the results in a spreadsheet for comparison purposes.

Vendor Name		Proposal	Proposal w/plywood	Notes
Bernie Ingalls			\$44,120	
Dwight & Sons	#1 - screw-down	\$37,500	No price	35-yr product & 5-yr labor warranties
Dwight & Sons	#2 - hidden fastener	\$33,900	\$38,900	
Dwight & Sons	#3 - standing seam	\$37,900	\$42,900	35-yr product & 10-yr labor warranties
Addison Mason			\$57,480	received after 11/23 deadline

CONSERVATION LAND MANAGEMENT – Conservation Commission Chairman David Riss and member Marc Ohlson were in attendance while the Selectmen discussed the Conservation Commission's request for Town Meeting 2012 to formally designate certain town-owned properties as Town Forests per RSA 31:110 & 111 with the Conservation Commission being the authorized managers. Arruda said he has read through the extensive information packet and deeds for the parcels in question, not finding any specific instructions on management. However, Arruda said the Currier deed specifies what types of activity are not permitted on the property. Arruda would support the designation of the Burke, Currier & Lyman properties as Town Forests but said there could be plans to relocate the Highway Garage to the undeveloped portion of the Nickerson parcel (behind the Transfer Station) years down the road. Arruda said Arias copied an article from the LGC Town and City Magazine where towns were cautioned about the difficulty in reversing a Town Forest designation. Riss said the Board of Selectmen and Conservation Commission could definitely work together going forward on timber harvests and recreational trails on

the Nickerson and Ward properties, as well as the Commission's continued management of Blair's Location.

Motion: Shackford made a **motion** to draft a warrant article for 2012 Town Meeting to designate the Town-owned properties donated by Burke (258-006), Currier (221-011), and Lyman (221-010) as Town Forests with the Conservation Commission as the managing authority, seconded by Arruda, and so voted **2-0**.

Decision: Arias will draft the warrant article for the Board to approve and include in the 2012 tentative warrant.

THERE WERE NO PUBLIC COMMENTS AT THIS TIME.

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(c) to discuss property taxes with a taxpayer, seconded by Shackford, and so voted **2-0**. Roll Call Vote: Shackford-aye, Arruda-aye. **7:15 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 **2-0**.

ADJOURN: 7:15 PM – Shackford made a **motion** to adjourn, seconded by Arruda, and so voted **2-0**.

NEXT SELECTMEN'S MEETING – The next Selectmen's Meeting will be on Tuesday, December 13, 2011 at 5:30 p.m. The Selectmen will attend the Advisory Budget Committee Meeting on November 30, 2011 at 6:15 p.m.

Respectfully submitted,

Melissa S. Arias, Town Administrator
Recording Secretary