

**BOARD OF SELECTMEN
TOWN OF MADISON
SEPTEMBER 17, 2013
MINUTES**

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

Others Present: Town Administrator Melissa Arias; 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 5:35 p.m.

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

APPROVAL OF MANIFEST – Shackford made a **motion** to approve the Manifest of September 9-18, 2013 in the amount of \$209,955.76, seconded by Arruda, and so voted **3-0**. The Manifest breakdown is as follows: \$25,213.65 for payroll; \$7,133.72 for payroll liabilities; \$27,608.39 for accounts payable; \$150,000.00 for the Madison School District (release date 9/26/13).

THERE WERE NO PUBLIC COMMENTS

PUBLIC BUDGET HEARING 2014 – The Selectmen discussed whether to hold the Public Budget Hearing on Tuesday, February 4, 2014 at 7 pm following their regular meeting or on Tuesday, February 11, 2014 at 7 pm which is a non-meeting week. Arias said paperwork needs to be completed to reserve the school gym. The Selectmen preferred to schedule the Public Hearing on February 4, 2014.

BUDGET DRAWDOWN – The Selectmen looked over the September 16, 2013 Budget Drawdown which puts us 71% through the year with 63.9% of the budget expended to date. The Selectmen will kick off the 2013-14 budget season with the first Advisory Budget Committee tonight at 7 pm. Arruda said the budget is looking good with the exception of the Legal line which is already over budget at 103% of the total 2013 appropriation. The Legal line is nearly impossible to predict ahead of time and two new matters have come up since Town Meeting that weren’t anticipated.

KENNETT PARK TREES – The Selectmen reviewed two proposals to remove the 18-20 trees along the boundary line between Kennett Park and NEFAB (formerly Chick Packaging). Although the Selectmen attempted to treat and save the diseased trees over the last several years the recent demolition of the NEFAB buildings has made the decline of the trees much more obvious. Brooks said to the extent the trees need to come down he wants the work done by the Highway Department when time allows. Brooks suggested the work be done during the winter on decent days, possibly even burning the brush on site. The Selectmen asked Arias to send a Memo to the Road Agent directing him to put this work on his schedule.

VETERANS ADVISORY SUB-COMMITTEE – The Selectmen discussed when to schedule a joint meeting with the newly town-affiliated Veterans Advisory Sub-Committee. The Selectmen would like to block off some time at the start of the October 1st meeting and asked Arias to arrange this.

TRANSFER STATION GLASS – Arruda brought up discussions from the recent Solid Waste Advisory Committee (SWAC) meeting about how to handle the large accumulation of glass. Arruda estimates about 10 years of accumulation and said we're getting to the point that the glass can't be pushed back any further into the pit. The glass grinding will cost \$10,000 which doesn't include hauling the end product away. Arruda said the recycling line of the operating budget has \$4,000 left in it but some of that is spoken for. SWAC feels the amount allocated for the contract might come in under budget leaving room for glass grinding. Another option would be to pay half in 2013 and the other half in 2014 or put up a Warrant Article for \$10,000 in March 2014. Brooks was reluctant to spend \$10,000 on glass and was wondering if we could find a competitive grinding price or a company that would be interested in buying the ground glass from us to offset the cost. Arruda offered to call Coleman's and Pike Industries to see whether they have the means to process the glass or interest in the end product.

COMPOST AT TRANSFER STATION – Arruda discussed input from Bill Chick Jr. about moving the nearly finished compost from the Transfer Station to the Ward Parcel for turning with Highway heavy equipment before the public can come and take it away. Chick and Arruda both feel the Ward Parcel is a more open and accessible location compared to the narrow sloping road into the Transfer Station brush pit.

REACH THE BEACH RELAY – Arruda said he encountered issues again this year with the Reach the Beach relay race that came through Madison last Friday evening. Arruda said there were clusters of runners along Route 113 when he drove home from work around 6:15 pm. There were also many support vans parked along the road on private property between Coleman's and Colby Hill Road. Arruda's understanding was that vans were not to stop along the Route 113 leg of the race. Arruda said the congestion got worse near the Elementary School to the point he was worried someone was going to get hit. Arruda witnessed runners and spectators standing in the road to the point that support vehicles were unable to turn into the school driveway. Arruda said there was a Police Officer helping with traffic in the area of the school exit and the Madison Garage but nobody was addressing the cluster near the school entrance. Further down Route 113 between the Silver Lake Post Office and Route 41 Arruda saw banana and orange peels being thrown out of a support van which Arruda viewed as disrespectful. Arruda heard from another Madison resident that he was flipped off by a runner after he stopped his vehicle before the Elementary School because people were gathering in the road. Arruda said the resident beeped his horn and motioned for the people to move to the side of the road so he could safely drive past when a runner flipped him off. Arruda feels the race is an accident waiting to happen and would like to have a letter crafted to convey the message early on that Madison will no longer support the race coming through Madison. Arruda feels this will give the coordinators enough time to plan an alternate route. Arruda asked that a copy of the letter go to the Police Chief. Brooks said he traveled Route 113 the night of the race from Coleman's to East Madison Road and didn't really encounter any issues other than runners being well over the white line into the travel way. Shackford said he has driven the route in his personal vehicle previously and also worked a detail as a Police Officer. Shackford said the issue he sees is more with the support vehicles traversing the travel lanes and driving inconsistently. Arruda said there appears to be a lack of concern over safety and an elevated sense of entitlement from those participating in the race.

POMEROY BUILDING PERMIT APPLICATION – Brooks updated the other Selectmen on the discussion at the September 4th Planning Board meeting where the Selectmen's request for review and comment on the Pomeroy's building permit application began. Brooks said the Planning Board had received advice from their Counsel in advance of the meeting but additional legal questions arose during the discussion. An attempt to get Counsel on the phone was unsuccessful so the topic was tabled until the October Planning Board meeting. Hopefully the Planning Board can conclude their discussion next month.

FIRE DEPARTMENT FLU CLINIC & WELLNESS FAIR PROPOSAL – The Selectmen reviewed an e-mail from EMS Coordinator Dave Aibel to Sue Stacey outlining the Fire Department’s plan to hold a Flu Clinic and Wellness Fair at the Fire Station in early November. Aibel outlined what the Department is looking to accomplish and provide at the fair but also posed a question about property-liability coverage for the individuals giving the shots. The Selectmen discussed the response received from the Manager of Benefits and Wellness at NHMA HealthTrust which basically states that whoever is giving the vaccination shots should carry their own insurance and provide the Town of Madison a copy of their Certificate of Insurance with the Town of Madison named as an additional insured. The group also discussed a concern of NHMA that personal information be regarded with all applicable HIPAA rules in mind. Arias offered to convey the information obtained from NHMA to the EMS Coordinator. Brooks wanted the Fire Department to know that the Board would be willing to discuss this issue in more detail during an upcoming Board meeting should they wish to get on the agenda. Arruda asked if the flu shot and other services were going to be free or come at a cost. Brooks said the flu vaccinations were to be provided by the County but the giving of the shot might cost something, as might the medical information cards. Arias said Aibel’s e-mail references this being a joint effort of the Fire Department and their non-profit 501(c)3 organization.

LIGHTING TRAILER – The Selectmen discussed the recent relocation of the Town’s lighting trailer from inside the Fire Department building to outside exposed to the elements. Arruda said the Mechanic said there’s likely room to put it under cover at the Madison Garage as long as the Road Agent consents. Arias asked the Selectmen if they knew what equipment has been placed in the Fire Department building recently causing the lighting trailer to be moved outside. The Selectmen weren’t aware of any reason other than ongoing issues between the Fire Chief and former Deputy Fire Chief/existing Emergency Management Director and Forest Fire Warden. The Board said ultimately the lighting trailer is a piece of town-owned equipment that should be kept undercover. Brooks said he and Bill Chick Jr. have access to the Madison Garage building should the trailer be needed by the Fire Department after hours. Arias said her understanding was the trailer would be something other departments like Highway and Old Home Week could use if needed. Arias will ask the Road Agent to move the trailer into the Madison Garage building until things can be sorted out.

SIGNATURE ITEMS –

Manifest

Payroll & Accounts Payable Checks

Purchase Requisition - #2013-FIRE-003 – Ossipee Mtn. Electronics (\$1,080) 10 batteries

#2013-FIRE-004 – EJ Prescott (\$2,784.14) 2 dry hydrant kits

Current Use Land Use Change Tax A-5 & A-5W form – Norja, Inc. (112-010-014)

After-Deeding Letter re: 2013 tax deeded property (105-068)

Updated Agreement with Planet Aid for Transfer Station boxes - \$0.05/pound

W-9 to accompany Planet Aid Agreement

NON-PUBLIC SESSION – 6:31 PM – Brooks made a **motion** to go into non-public sessions under RSA 91-A:3II(e) to discuss pending legal claims/litigation, seconded by Shackford, and so voted. Roll Call Vote: Shackford – aye, Brooks – aye, Arruda - aye. **7:00 PM** – Brooks made a **motion** to return to public session and seal the minutes of the non-public meeting, seconded by Shackford, and so voted **3-0**.

7:00 PM – Brooks made a **motion** to adjourn, seconded by Shackford, and so voted 3-0. The Selectmen went downstairs to attend the Advisory Budget Committee meeting.

NEXT SELECTMEN'S MEETING – The next Selectmen's meeting will be on October 1, 2013 at 5:30 p.m. in the Town Hall Meeting Room.

Respectfully submitted,

Melissa S. Arias, Town Administrator
Recording Secretary