

**BOARD OF SELECTMEN
TOWN OF MADISON
SEPTEMBER 20, 2011
MINUTES**

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

Others Present: Town Administrator Melissa Arias; Road Agent Bill Chick, Sr.; residents Mike and Donna Veilleux; Conway Daily Sun Reporter Daymond Steer; 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 September 6, 2011 as prepared, seconded by Brooks, and so voted **3-0**.

APPROVAL OF MANIFEST – Brooks made a **motion** to approve the Manifest of September 12 - 21, 2011 in the amount of \$170,932.96, seconded by Shackford, and so voted **3-0**. The Manifest breakdown is: \$25,209.38 for payroll; \$25,723.58 for accounts payable; \$120,000.00 for the Madison School District.

TASKER & ALLARD HILL ROAD PROJECT – The Selectmen asked Road Agent Bill Chick Sr. in to discuss the cost of the Tasker & Allard Hill Road project, which was funded through a \$228,000 warrant article appropriation at Town Meeting 2012. The \$228,000 warrant article amount was derived from an initial proposal the Road Agent obtained from R&D Paving. After recently learning that the project cost was going to exceed the warrant article appropriation, the Selectmen asked Arias to draw up a detailed spreadsheet containing the original estimates and actual expenses for the project. Arruda said pulling up the existing asphalt and purchasing additional gravel appears to be the cause of the overrun. Chick said large variations in pavement depth were discovered when the asphalt was pulled up. Chick said pavement depth varied from 3½” thick to over 10” thick in spots. Chick said additional gravel was required to ensure the new pavement sat on a proper base. The old asphalt road surface has been stockpiled at AJ Coleman’s for future crushing and use as aggregate on Town roads. Chick said up until July 14, 2011 the project was running on budget. Chick said a decision had to be made to utilize funds from the Highway Department operating budget to make sure the pavement holds up over time. Chick said the cost was also increased when new culverts were installed and fabric was laid in places. Now there is only a short section of Allard Hill Road, from Boat Ramp Road to the Conway Town Line, that hasn’t been completely rebuilt. Chick said there is \$20,000 in his Highway Road Improvement line, \$22,250 in his Highway Contract Services line, and \$5,800 in his Highway Culvert line that will support the cost of the Tasker/Allard Hill Road project overrun. Brooks asked Chick if Coleman would buy the stockpiled asphalt so the revenue could be applied to the over expenditure. Chick said the crushed asphalt will be superior to crushed gravel and should be kept to use on other sections of road. Arruda asked if the Highway Department could rent a crusher and process the asphalt into aggregate ourselves. Chick said it probably wouldn’t pay off because it would take the Highway Department a couple weeks to move the asphalt sections from Coleman’s to the Ward Parcel. No matter who does the crushing, Chick said it should be processed when the temperatures are cold. Arruda summed it up by saying the existing asphalt took longer for the contracted vendors to pull up due to the varied thickness and additional gravel had to

be purchased to get the proper grade back. Arruda asked Chick if boring samples would be beneficial prior to the next paved road project. Chick said the boring samples taken on the Town Line Road project a few years ago were not a very good indication.

HIGHWAY GARAGE SIDE ENTRY DOOR – While quotes were being sought for the side emergency exit door of Town Hall that has rotted, Bill Chick asked John Neal to look at the rotting Highway Garage side entry door. Chick said there is a large gap around the door and the threshold is rotten and floating. Neal Construction provided a price of \$1,239.39 (\$639.39 in materials and \$600 in labor).

TOWN HALL EMERGENCY EXIT DOOR – After a brief discussion at the meeting on September 6, 2011, Arias obtained additional pricing to replace the side emergency exit door of Town Hall that is badly rotten. Arias attempted to get prices from 5 local contractors but only two were able to follow through due to interest and work load. Martin & Jean Construction estimated the project to be \$3,981.00 (door=\$1,182, vinyl=\$676, brackets=\$187, construction materials=\$436, electrical=\$220, labor=\$1,280) and John Neal Construction estimated the project at \$2322.09 (materials=\$1,062.09, labor=\$1,260).

Motion: Shackford made a **motion** to hire John Neal Construction to replace the Town Hall side exit door and the Highway Department entry door, seconded by Arruda, and so voted **3-0**.

Decision: Arias will notify the contractors of the Selectmen's decision.

BUDGET DRAWDOWN – The Selectmen reviewed the current budget drawdown. At this point we are 72.1% through the year with 61.9% of the budget expended.

JANITORIAL QUOTES FOR MUNICIPAL BUILDINGS – Arias has coordinated quotes from four cleaning vendors to provide janitorial services for the Town Hall, Library, Fire Department and Highway Department. The buildings are currently being cleaned by a town employee but would be better handled by a professional cleaner. Arias is optimistic that the Selectmen and Budget Committee will support the proposal for the 2012 budget year. Librarian Mary Cronin was in attendance to listen to the results since the Library is one of the buildings involved. The range in prices is \$7,072 to \$15,600. Shackford asked if the intention is to start the cleaning company in 2011 or wait until January 2012 to make the change. Arias said the intention was to get prices this fall for the 2012 budget preparation, which also needs to include increased hours at the Transfer Station to give the employee enough hours to remain full-time and stay within the spirit of the Transfer Station Public Hearing that asked for expanded hours on Friday afternoon.

TIME WARNER AIRING BOSTON CHANNELS – The Selectmen have received a letter from the Town of Tuftonboro asking our Board to support a letter written by Tuftonboro's attorney that requests Time Warner Cable petition the Federal Communications Commission (FCC) to allow Boston channels in the local line-up. Shackford wasn't overly supportive of the concept and Brooks was completely indifferent on the issue. Arruda was okay with just letting the topic ride and wishing Tuftonboro well in their endeavor.

MOTOR VEHICLE ON-LINE KIOSK AGREEMENT – Town Clerk Marcia Shackford has received a revised Motor Vehicle On-Line Kiosk Agreement from Avitar Associates of New England. The new document is required because the previous one, although intended to include on-line dog license renewals,

did not specifically state that it was for both motor vehicle and dog license renewals. The revised agreement will be signed under Signature Items later in the meeting.

SCRUB OAK SCRAMBLERS BRIDGE OVER WEST BRANCH – Shackford was approached by Dave and Lisa Charrette of Scrub Oak Scramblers Snowmobile Club regarding the DES Dredge and Fill permitting process for a snowmobile bridge over the West Branch River. Charrette has previously received the support of the Board of Selectmen for the conceptual bridge plan. Charrette is now asking the Selectmen to sign a letter of support granting Charrette permission to act on the Town's behalf in this application process. Charrette also needs supporting documentation that the Town of Madison owns the property underneath the proposed bridge.

Motion: Shackford made a **motion** to submit a letter of support allowing the applicant to act on the Town's behalf, seconded by Brooks, and so voted **3-0**. The letter will be prepared and signed out of session by the Board prior to delivering to Dave Charrette.

REACH THE BEACH RELAY – Arruda asked if the Town reviewed or signed any type of permission or waiver paperwork for the October 14, 2011 Reach the Beach Relay race that passed through Madison along Route 113. This is an annual event that pays for police details, specifically in the area of the Elementary School where there is a stop for racers. Arias informed the Board that Chief Mullen required an additional police detail this year due to past observations and complaints about the racers and support staff. Arruda encountered poor conduct and erratic driving by racer support vehicles this year and asked that the issue be brought to the Police Chief's attention so he can address it with the race coordinator.

PUBLIC COMMENTS – Mike Veilleux brought up the technical difficulties of the Madison TV camera/tape during the last Selectmen's Meeting on September 6, 2011. Veilleux said he hoped to bring closure to the matter by re-reading the document presented to the Board at the last meeting.

Daymond Steer of The Conway Daily Sun said he just spoke with the Road Agent in the parking lot about the Tasker Hill Road project and about complaints received that the Highway Department is now comprised of two of Chick's sons. Steer said Chick responded that the Board of Selectmen is the hiring authority for the town. Arruda said that may be true in most instances but there is a State Law (RSA 231:62) that gives Road Agents the authority to hire and fire employees within their department. **END OF PUBLIC COMMENTS**

SIGNATURE ITEMS –

Purchase Requisition - #2011-HIGH-003 - Shackford Const. (\$10,640) screened winter sand

Clerk Internet Kiosk Software Agreement – revised to include motor vehicles and dogs

Intent to Cut Timber – Ward (245-005)

Timber Tax Warrant & Worksheet – Horn (222-038) for 2010-11 w/doomage

Appointment/Oath of Office – Mark Brown, alternate member of Advisory Budget Committee

ADJOURN: 6:50 PM – Brooks 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, October 4, 2011 at 5:30 p.m. The Selectmen will attend the Budget Committee Meeting on Tuesday, October 27, 2011 at 6:15 p.m.

Respectfully submitted,

Melissa S. Arias, Town Administrator
Recording Secretary