

**BOARD OF SELECTMEN
TOWN OF MADISON
March 13, 2018
MINUTES**

Selectmen Present – John Arruda, Robert J. King, Jr., and Josh L. Shackford

Others Present – Finance Director Su Stacey; Administrative Assistant Linda Shackford; Madison TV Videographer Tim Hughes

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on January 10, 2018.

Meeting Called to Order – By the Chairman at 5:30 pm at the Elementary School Gym

APPROVAL OF MINUTES:

Motion by King, seconded by J. Shackford to approve the minutes of February 27, 2018 as written. The motion passed **3-0**.

APPROVAL OF MANIFESTS:

Motion by King, seconded by J. Shackford to approve the Manifest of March 12 - 22, 2018 in the amount of \$243,129.99. The Manifest breakdown is as follows: \$13,773.99 for Accounts Payable; \$28,031.45 for payroll; \$8,071.76 for payroll liabilities; \$18,252.79 for New Hampshire Retirement and \$175,000.00 for Madison Elementary School. The motion passed **3 -0**.

PUBLIC COMMENTS: There were none

Finance Director Stacey Items:

Warrant/budget changes: Stacey suggested adjustments to be made to the budget in light of recent personnel changes. Stacey suggested raising the Highway salary line from \$57,000 to \$70,250 which will have a new Highway total of \$508,831.00. Stacey suggested to decrease the Madison TV to \$9,971 from \$25,000 to match the franchise fees to be received. Lastly, Stacey suggested adjusting the Personnel Administration line from \$516,742.00 to 517.992.00 because of changes to FICA and NHRS due to recent personnel changes. Stacey will have these changes for presentation at Town Meeting.

Assistant Rd Agent Title: Stacey asked for clarification on the Assistant Road Agent Title.

Motion by Arruda, seconded by King to dispense of the Assistant Road Agent title until DPW Director Cyr decides how it will be handles. The motion passed **3-0**.

Review PEG TV lack of fees Madison TV: Stacey expressed concern that this issue has not been resolved and explained that at the Madison TV Directors meeting on Thursday at 10:30am there should be some resolution about how to handle 2018 expenses in lieu of the recent drastic reduction in the franchise fees received from Spectrum/Charter. There will be approximately \$16,000 in the PEG-TV Expendable Trust Fund for use in 2018. Stacey suggested that the Town pay for the internet bill of \$2,700 because that is how all residents access to see the video meetings even if they do not have cable.

Unassigned Fund Balance: Stacey, as per the Boards request, has acquired a written explanation of Unassigned Fund Balance from the Town's Auditor. The Board was pleased with the explanation.

Primex Post Conditional Employment Offer Medical Form:

The Board reviewed the suggested form from the Primex Insurance Company and agreed that it should be implemented by the Town. **Motion** by J. Shackford, seconded by King to begin use of this form with the three most recent hires. The motion passed **3-0**.

OLD BUSINESS – There was none

Selectman Shackford's List – No items

Selectman King's List – No items

Selectman Arruda's List – Arruda was approached and asked if the outgoing Road Agent could get his 5 weeks of vacation pay because he has gone over his hire anniversary date. Stacey stated that the Personnel Policy does not apply to an elected official and the former Town Clerk/Tax Collector did not receive any vacation pay upon leaving.

Motion by J. Shackford, seconded by King to pay the outgoing Road Agent 5 weeks of vacation pay. Arruda made note that the Personnel Policy did not apply to the elected Road Agent on other issues and feels it can't be both ways. King agreed with Arruda that the Personnel Policy was not in forced at other times. The motion failed **1-2**.

Assistant's List – Highway employee Alan Libby asked if the new dock for the beach has not arrived by the time the dock is usually put in place, should the old dock be put in. The Board agreed that it should be the decision of the DPW Director how to handle this situation.

SIGNATURE ITEMS

Manifest

Payroll & Accounts Payable Checks

Veteran's Credit Application: Wakefield 232-012
Torreson 112-018

Personnel Policy Updates: Workers' Compensation Insurance
Holidays/Overtime Pay

Petition and Pole License PSNH#:45-0778

E9-1-1 Data Operations Liaison Form

Abatement Application: Felice 234-042

Oath of Office – Appointments:

Energy Advisory Committee – Russ Dowd; Russ Lanoie; Noreen Downs

Madison TV – Joyce Stevens, Marcia Shackford

MWV Economic Council – Ted Kramer

Old Home Week – Nancy Cole

Solid Waste Advisory Committee – Dave Downs; Paul Littlefield

Veteran's Memorial Committee – Henry Forrest; Franklin Jones; Paulette Lowry;
Eric Edwards; Michael Brooks

Motion by Arruda, seconded by J. Shackford to appoint Robert J. King, Jr. as the Chairman of the Madison Board of Selectmen for the 2018-2019 term. The motion passed **3-0**.

The Board agreed that each member will remain on their current board, committee or commission for 2018-2019 term. This will be voted on at the March 27th meeting.

5:51 PM – J. 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, March 27, 2018 at 5:30 p.m. in the lower level of Town Hall.

Respectfully Submitted,
Linda Shackford,
Administrative Assistant