

**BOARD OF SELECTMEN
TOWN OF MADISON
November 5, 2019
MINUTES**

Selectmen Present –Josh L. Shackford, John Arruda and William T. Lord

Others Present –Police Chief Robert J. King, Jr.; Sargent Jim Hayford and family; Officer Mike Mosher; Officer Jake Martin; DPW Director Jon Cyr; Broadband Committee Member Sloane Jarell; Fire Chief Richard Clark; Town Clerk Michael Brooks; Mechanic Rob Rand; Town Administrator Linda Shackford; TV Videographer Carol Dandeneau

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on December 31, 2018.

Meeting Called to Order – By Chairman Shackford at 5:30 pm.

APPROVAL OF MINUTES:

Motion by Lord, seconded by Arruda, to approve the minutes of October 22, 2019 as written. The motion passed **3-0**.

Motion by Arruda, seconded by Lord, to approve the non-public minutes of October 22, 2019, made public, as written. The motion passed **3-0**.

APPROVAL OF MANIFESTS:

Motion by Arruda, seconded by Lord to approve the Manifest of October 30 – November 9, 2019 in the amount of \$342,954.08. The Manifest breakdown is as follows: \$157,273.97 for Accounts Payable; \$27,964.47 for payroll; \$7,715.64 for payroll liabilities; and \$150,000.00 for Madison Elementary School. The motion passed **3 -0**.

PUBLIC COMMENTS – Michael Brooks as a member of the Veteran’s Memorial Advisory Committee brought to the Board a suggestion for the funding of additional names on the memorial. Brooks asked if the Board would consider the creation of an expendable trust fund to cover the \$135.00 cost for engraving each name, suggesting \$500.00. J. Shackford was in favor of \$2,000.00. Arruda suggested simply adding it to the budget. The Board decided that a line in patriotic purposes would be added with the amount of \$500 beginning in 2020.

DISCUSSION ITEMS/NEW BUSINESS:

Police Department Promotion of Sergeant James Hayford to Lieutenant – J. Shackford explained that as a result of a non-public session with Chief King on October 22nd, Sergeant Hayford has been promoted to Lieutenant. A letter crafted by Chief King was read aloud citing the exemplary professionalism shown by Hayford. This letter shall be placed in Hayford’s personnel file. Town Clerk Michael Brooks administered the Oath of Office as Full-Time Lieutenant to James Hayford with his wife and two young sons by his side. The oath was signed by Hayford, Brooks and the Board of Selectmen. Congratulations were extended to Lieutenant Hayford by all.

Review of Draft Beach Regulations and Fee Schedule Changes – J. Shackford began discussion noting that the public hearing held in July regarding this issue brought in one of the largest crowds he

has seen for a public hearing. Lord and L. Shackford drafted an update to the regulations to be reviewed:

Beach Parking: Arruda would like to see added that the parking sticker needs to be affixed to the windshield of the vehicle.

Transfer Station Use: Arruda again would like to see the sticker affixed to the vehicle.

Motor Boat Launching: An annual permit fee of \$150 was suggested for non-resident boat launching. Another suggestion by Arruda was to allow a week launch permit for \$50. J. Shackford and Lord did not agree with this short-term idea as the problem lies with the overcrowding caused during the summer months. This permit would not include parking rights in the lot as the lot is for residents. Parking on East Shore Drive could be posted as by permit only. Chief King noted that the fine will have to be more than the permit fee. It was agreed that the annual permit fee for non-resident use of the boat launch would be \$100 with the fine being \$150.

J. Shackford knows that it is difficult to get the word out about these changes and assumes that the police, as always, will be understanding during the transition.

Lord noted that there are no changes for residents or taxpayers, these changes are being made address the non-resident use of the facilities.

Foot of the Lake Beach: Charging a \$100 fee to reserve the facility was discussed. There is currently no fee for residents to reserve. Chief King suggested that the \$100 could cover the parking of non-resident guests, say up to 10 vehicles. It was also suggested that there could be a security deposit in place that could be returned when the area is left in good condition. The deposit would be based upon impact, i.e. number of people. J. Shackford can see this security deposit being imposed on all town properties

Ball Field: Mike Brooks and J. Shackford feel it is time, and not unreasonable, to begin charging leagues for use of the fields. Brooks cited the time and supplies used to line and keep up the fields. These fees would be handled in the application to request use of the fields. The amount of \$100/team was agreed to be reasonable.

Kayak Rack//Storage: The Foot of the Lake has some residents with deeded rights to store their kayaks. Lord thought there could be a system at our beach for storage but then heard the problems that VDOE has with kayak storage.

Review of current town property regulations and Uniform Fine Schedule:

Launching of motorized boats is restricted to the boat launch because of the required boat washing. The Invasive Aquatic Plant Ordinance of 2006 covers this issue. There are some fines that are superseded by State Law and were removed from the schedule. Violation of the fireworks ordinance was added with \$100 for first offense, second \$250. It was agreed that RSA 270:26 covers beaching of boats, it was removed from the regulations. Also removed was the paragraph of the ability to impose a \$1,000 fine on page two.

L. Shackford was charged with making the discussed changes with this item being placed on the agenda for November 19th. A public hearing will be held prior to any changes going into effect.

Highway Heavy Equipment Expendable Trust Fund Withdrawal \$11,536.63 – Motion by J. Shackford, seconded by Arruda to request the withdrawal of the Trustees of Trust Funds for \$11,536.63 from the Highway Heavy Equipment Expendable Trust Fund to reimburse the general fund for the expenses incurred for the grader, back hoe and Truck #12. The motion passed **3-0**.

Land Donation Discussion Map 116 Lot 22 and Map 221 Lot 18 – The owner of these two parcels of land would like to donate them to the Town. The Conservation Commission discussed the offer at their October meeting and would like to accept it. It abuts land already owned by the Town. J. Shackford was hesitant citing the donation of a piece on Conway Road that took two years and substantial legal fees for the Town to close. Arruda cannot see the Town losing on this offer. J. Shackford would like to have an estimate on how much it would cost to accept the donation. L. Shackford will contact the Town attorney to get a cost estimate. Lord will bring this discussion back to the Conservation Commission on Thursday.

Broadband Coverage Letters regarding Request for Information to Utility Providers – Broadband Coverage Committee member Sloane Jarell is asking the Board to sign letters that request information from Spectrum and Consolidated Communications. These requests ask for a list of served or unserved addresses. Per NH RSA 33:3-g, III the Board of Selectmen are entitled to this information. **Motion** by J. Shackford, seconded by Lord to send letters requesting information from Spectrum and Consolidated Communications. The motion passed **3-0**. L. Shackford will send the letter out tomorrow.

OLD BUSINESS:

Fire Chief Alexander Ave – This discussion was tabled to this meeting allowing Chief Clark to review the lake access at Alexander Ave to obtain water for fire suppression needs. There was a suggestion to block boat launching ability with a rock, but it was decided that a gate, similar to one used on Goe Hill Road, would be installed next spring. The funds will come from government buildings in an estimated amount of \$500. Director Cyr hoped that it could be keyed the same as the Goe Hill Road gate. That request brought on discussion of re-keying of all town properties. L. Shackford was tasked with looking into such a project.

Selectman Shackford's List – No items.

Selectman Arruda's List – Arruda noted that we are at the 85% mark of the year with 79.2% spent without having bought some larger later year purchases. Arruda stated an estimate of \$102,500 left at the end of the year. Arruda remarked on how dark it is behind the Town Hall at night. Citing a concern for protecting the DPW equipment, Arruda suggested that a light be installed in the area. Chief King agreed noting that the solar panels would benefit from the security that lighting assists with.

Selectman Lord's List – The Solar Power Purchase Agreement is ready for signatures and Lord will be signing it tomorrow to codify the final changes made by the Energy Advisory Committee. The tax rate has been set for 2019 and it is lower than 2018. Reductions in the town, school and state education portions of the rate assisted in the reduction, however, VDOE portion went up substantially.

Administrator's List – No items

SIGNATURE ITEMS

Manifest

Payroll & Accounts Payable Checks

Supplemental Intent to Cut: 19-283-06-T Corron 246-012

Private Road Agreement: 118-010 Pondwood Drive

Purchase Requisition 2019-HIGH-014 NE Peterbilt, Inc 3,497.62

6:52 PM – J. Shackford made a **motion** to go into **Non-Public Session per RSA 91-A:3II Non-Public Session per RSA 91-A:3II (c)** Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant; and, **RSA 91-A:3II (a)** The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Roll call vote: Arruda – aye; Lord – aye; Shackford – aye

7:30 PM – J. Shackford made a **motion** to return to public session and seal the minutes of the non-public sessions under RSA 91-A:3II (c) and (a) and not seal the minutes of the non-public session per RSA 91-A:3II (a) seconded by Arruda and so voted **3-0**.

7:30 PM – J. Shackford made a **motion** to adjourn, seconded by Lord, and so voted **3-0**.

NEXT SELECTMEN'S MEETING – The next Selectmen's Meeting will be on Tuesday, November 19, 2019 at 5:30 p.m. at the Town Hall Meeting Room.

Respectfully Submitted,

Linda Shackford,
Town Administrator