

**BOARD OF SELECTMEN  
TOWN OF MADISON  
May 19, 2020  
MINUTES**

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

**Others Present** –DPW Director Jon Cyr; Chief Robert J. King, Jr.; Town Administrator Linda Shackford; MadTV Videographer Noreen Downs

**Via freeconferencecall.com** – Paul Littlefield; anonymous caller

**Where and When Posted** – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on January 6, 2020. Notice of log in instructions posted on Thursday, May 14, 2020.

**Meeting Called to Order** – By Chairman Arruda at 4:35pm.

**APPROVAL OF MINUTES:**

**Motion** by J. Shackford, seconded by Lord, to approve the minutes of May 5, 2020 as written. The motion passed **3-0**.

**APPROVAL OF MANIFEST:**

**Motion** by Lord, seconded by J. Shackford to approve the Manifest of May 18-28, 2020 in the amount of \$844,759.33. The Manifest breakdown is as follows: \$48,636.86 for Accounts Payable; \$30,313.88 for payroll; \$8,001.12 for payroll liabilities; NHRS for \$15,844.59; and \$750,000.00 for MES. The motion passed **3-0**.

**PUBLIC COMMENTS:** There were none

**DISCUSSION ITEMS/NEW BUSINES**

**Request to Purchase Tents** – A request was made to purchase four tents for the amount of \$25 each. These tents belonged to the now defunct Rec Department and are stored on the second floor of Town; they have not been used for at least 5 years.

**Motion** by Arruda, seconded by J. Shackford to accept the offer of \$25/tent. The motion passed **3-0**.

**Motor Home at the Boat Launch** – A request from the Lake Host Program to allow a 40’ motor home to be parked at the boat ramp was discussed. The motor home, owned by a host would serve as a restroom since porta-potty installation has been postponed. Paul Littlefield added that the motor home owner would allow other hosts use, they are asking for approval to park in the parking lot. Lord asked for clarification about how long it would be left in the lot. Littlefield hoped it could be left for 5-6 day stretches as the host would rather not drive it back and forth each day. Arruda asked if there is space, with Littlefield responding that it would be parked where the porta-potty usually is as not to interfere with business. Cyr asked if anyone has looked into if the state supplies sanitary facilities for other launches; Littlefield stated he has but has not received a return phone call. Arruda sees the need for facilities and is willing to let the motor home sit at the launch, until a problem arises; noting putting a porta-potty with restricted use would cause more problems. J. Shackford agreed and would like to see signage on the motor home that it has been approved by the BOS. Arruda read the verbiage for the sign “This recreational vehicle is authorized by the Town of Madison Board of Selectmen to temporarily

remain at the Silver Lake boat launch, at the owner's risk, during the COVID-19 pandemic. It is to accommodate the Lake Hosts who are protecting the lake and do not have access to other facilities. It will be removed when the owner is not performing Lake Host duties but may occasionally be parked overnight, at the owner's discretion, by permission of the Selectmen and Madison Police Department. This vehicle is not for public use."

**Motion** by J. Shackford, seconded by Lord to allow the parking of the motor home at the boat ramp for Lake Hose purposes. The motion passed **3-0**.

**Transfer Station** – Arruda stated that the Transfer Station had to shut down on Monday as it was over total capacity. Arruda was there with Director Cyr on Monday and saw it so full that debris was on the ground with an over-abundance of discarded mattresses. The closure of the transfer station, on a non-holiday weekend, was a first for Arruda who added that this is an issue all over the area. Arruda asked Director Cyr if he had considered any options to mediate the situation. Cyr responded that his first suggestion would be to cease accepting guest coupons citing several reasons that include the fact that people, if coming to town, should be quarantining for 14 days, waste from other places that are not accepting it is being brought to Madison's facility and second homeowners are taking this time to clean out their homes taxing the capacity of waste at the transfer station. Director Cyr noted hearing of social media posts that a couch was cut up and put in the compactor to avoid a tipping fee; and the contents from the cleaning out of a Fryeburg home brought to Madison. Director Cyr expressed his concern for his department's personnel coming in contact with those from COVID hotspots. Cyr plans to be in good shape for MSW with the implementation of the new containers but still anticipates a problem with demo and brush.

Chief King agreed with Cyr's comments and added that potential beach overload with only a \$25 fine for parking violation would warrant suggestion of suspending guest coupon use.

Arruda expressed his concern about having to turn people away again putting our employees in a bad position; Chief King offered his department's assistance if necessary. Arruda feels this solution may go against his better judgement. J. Shackford can see a few that abuse the system as out of towners are still coming up. Cyr added that his concern is lack of people following the quarantine order.

**Motion** by Arruda, seconded by J. Shackford to temporarily suspend the guest coupon program for the beaches and transfer station beginning Friday, May 22<sup>nd</sup>. The motion passed **3-0**.

Public notice in the Conway Daily Sun will be made in Thursday, Friday and Saturday's editions. Signage will be made to inform people of the temporary suspension.

Cyr brought up the thought of charging for brush disposal as the intention of the pile is only for small amounts of brush and that is not happening. Lord will incorporate this into the policy changes coming regarding fees.

#### **OLD BUSINESS:**

**Old Home Week Update** – L. Shackford received word from OHW Member Mike Brooks that a decision about holding or not holding OHW will be made in mid-July as that is when they will have to pay out any funds to move forward.

**Drug Testing Policy** - At the May 5<sup>th</sup> meeting it was agreed to look into an addition to the personnel policy that would include all town employees that drove town vehicles be included in the random drug testing pool. L. Shackford obtained a suggested policy from the Town Attorney. The Board reviewed and discussed expressing their support for the policy change.

**Motion** by Arruda, seconded by J. Shackford to accept the change to the Town of Madison Personnel Policy regarding Controlled Substance and Alcohol Testing Policy for CDL and Non-CDL drivers. The motion passed **3-0**.

**Selectman Shackford's List** – No items

**Selectman Lord's List** – Not items

**Selectman Arruda's List** – We are currently at 38% of the year with 35% of the budget spent. Arruda requested from the Tax Collector a side-by-side comparison for the end of May, beginning of June, of tax and auto collection to see the flow in income. Arruda also requested an updated cash flow report from the Treasurer for June 1<sup>st</sup>.

**Administrator's List** – No items

**SIGNATURE ITEMS:**

Manifest

Payroll & Accounts Payable Checks

Purchase Requisition: 2020-FIRE-002 NFPA \$1,575.00

Yield Tax: Molloy 231-003 \$1,579.71

Avitar Associates' Eversource Request for Information Letter

**5:28 PM** Arruda made a **motion** to go into **Non-Public Session per RSA 91-A:3II (b)** The hiring of any person as a public employee.

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

**5:55 PM** – Arruda made a **motion** to return to public session and make the minutes public of the non-public session public under RSA 91-A:3II (b) seconded by Lord and so voted **3-0**.

**5:55 PM** Arruda made a **motion** to go into **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.

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

**6:05 PM** – Arruda made a **motion** to return to public session and seal the minutes of the non-public session public under RSA 91-A:3II (c) seconded by Lord and so voted **3-0**.

**6:05 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, June 2, 2020 at 4:30 p.m. in the Lower Level of Town Hall.

Respectfully Submitted,

Linda Shackford,  
Town Administrator