

**BOARD OF SELECTMEN
TOWN OF MADISON
October 6, 2020
MINUTES**

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

Others Present –DPW Director Jon Cyr; Jr.; Police Chief Robert King; Officer Jake Martin; Fire Chief Richard Clark; Deputy Fire Chief Russell Hawkes; Town Administrator Linda Shackford; MadTV Videographer Carol Dandeneau

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on January 6, 2020.

Meeting Called to Order – By Arruda at 4:30pm.

APPROVAL OF MINUTES:

Motion by J. Shackford, seconded by Lord, to approve the minutes of September 22, 2020 as written. The motion passed **3-0**.

APPROVAL OF MANIFEST:

Motion by J. Shackford, seconded by Lord to approve the Manifest of October 5 - 15, 2020 in the amount of \$414,372.19. The manifest breakdown is as follows: \$182,626.70 for Accounts Payable; \$24,925.81 for payroll; \$6819.68 for payroll liabilities; and \$200,000.00 for Madison Elementary School. The motion passed **3-0**.

PUBLIC COMMENTS: There were none.

DISCUSSION ITEMS/NEW BUSINESS:

Snow Removal Policy Review – Postponed to October 20th meeting

2021 Preliminary Budget Review - Arruda began discussion noting that as of today we are at 76.7% of the year with 68.7% of the budget spent. For the most part the budget looks good with the exception of the amount of rubbish accepted this year has thrown off the solid waste lines.

The Board reviewed the preliminary budget pages noting all department heads have made their submissions, but some information, i.e. insurances and personnel administration numbers not available yet. Departments commented upon are listed:

Assessing – Arruda expressed a concern that the abatement line, at \$10,000 being twice the amount budgeted in 2020, may not be enough. Arruda cited his concern from having done a revaluation this year and expecting more than the usual amount of abatement request. J. Shackford does not see the need as housing prices are still going up which will have assessments already undervalued. L. Shackford offered to run the number by the assessor.

Direct Assistance – The welfare line will be reduced from \$7,500 to \$5,000.

General Government Buildings – Arruda could see the fuel line needing to be increased with the implementation of hauling our own MSW from the Transfer Station. Arruda will connect with Cyr for a figure.

General Government Equipment – Technology Services still has a good amount in the line with Arruda asking if there is an expected expense still to come for that line. L. Shackford responded that new

computers for herself and the administrative assistant will be needed with them on the schedule for next year. Arruda suggested looking into doing it this year.

Highway – Director Cyr expects to request two warrant articles in 2021. He will ask for another International 5500 and \$256,000 for paving.

Notes Due – L. Shackford commented that the Fire command car and the 2019 Cruiser will be paid off in 2021.

Parks & Rec – Arruda asked why the part-time seasonal line for expended in 2020 is still low. Cyr explained that the restricted use of the ballfields, less use of the beaches and the drought caused the need for maintenance to be less than usual. Cyr did add that he would like to do a warrant article for a new tractor to help maintain the fields and give some more length to the life of the zero-turn mower.

Arruda asked if the worksheets could be designed to encompass the three DPW departments into one sheet. Cyr was in favor of the idea noting he has been hoping for that global format with a bottom-line budget for all the departments under his management. L Shackford will make that adjustment.

Police – Chief King explained that with the exception of salary increases in his budget it remains basically flat.

Solid Waste – Arruda has researched some numbers from waste management companies, along with Cyr’s proposed MSW hauling plan and sees potential savings of \$90,000. Cyr and Arruda will sit down to discuss more details. Cyr has an idea that could produce a position for a hauling driver and feels we would still save. Cyr added that we are recycling materials that we can receive a return on. Arruda read from a vendor’s contract and it stated that they do the best they can to recycle and handle waste properly.

OLD BUSINESS – There was none

Selectman Shackford’s List – J. Shackford wished his eldest son a Happy 28th Birthday.

Selectman Arruda’s List – Arruda brought up discussion of opening Town Hall again. L. Shackford has a template from the Town of Londonderry, suggested by NH Municipal Association, for protocol. The building will be fit with plexi-glass shields on the counters and plan to open on October 26th. Arruda asked if the new 2021-2022 facility permit stickers are available. L. Shackford responded that they are and distribution will begin in November.

Selectman Lord’s List – Lord has been in contact with the NHDES Dam Bureau and found that the improvements necessary to the dam do not require permits from the State. The Operation, Management and Response Form is being completed by L. Shackford and Cyr. Lord has found that the Boat Ramp in Ossipee was funded by Fish & Game. Lord has not been able to find out the amount of the project. Lord asked if the Town has heard back about the GOFFER Grant and Election Grant requests for reimbursements. L. Shackford answered that the Town has not received any correspondence. Lord asked Chief Clark if the drought has impacted the dry hydrants. Clark responded the ones in working order are fine but there are three that were out of service prior to the drought. Lord asked if the radar trailer is up and running. Chief King stated that it is and it is currently set up on High Street. Lord inquired with Cyr about CDL-A testing for his department. Cyr responded that some of the DPW drivers will be testing tomorrow for their licenses with the next testing date on the 20th.

Fire Chief Clark – Chief Clark expressed bad news as the rescue truck was taken off the road and taken to Hilton Truck for assessment. The mini pumper will be used as a substitute for now but it cannot handle as much weight as the rescue truck.

There are problems with the ambulance a/c unit and exhaust and it would take extensive time and money to repair. With that, Chief Clark noted the great job Action Ambulance is doing, he is impressed. The EMT A level has resigned so the drugs on the ambulance are being returned to the hospital. Chief Clark introduced the Fire Department's Deputy Chief Russ Hawkes to the Board. Arruda asked for thoughts on selling the ambulance. Chief Clark and J. Shackford were in favor of the idea. Hawkes noted that there is a market for old ambulances that are used for mechanical service companies as box trucks.

Motion by Arruda, seconded by J. Shackford to sell the Town's ambulance. The motion passed **3-0**. Arruda asked Chief Clark to get information to L. Shackford about the ambulance and get an ad in the paper to sell it.

Administrator's List – There is an Advisory Budget Committee meeting on October 13th at 6:00 with the ABC meeting with the School Board at 7:30 that same evening. The November 3rd BOS meeting, due to elections on the same day, has been cancelled.

SIGNATURE ITEMS

Manifest

Payroll & Accounts Payable Checks

2020 General Election Warrant

Yield Tax 19-283-02-T Sevigny 115-048-002

Intent to Cut: Allan 120-013-001

Coleman 202-025 and 026

Granite State Minerals 2020-2021 Salt Contract

Purchase Requisition: 2020-DPW-011 Chadwick Baross \$4,400

5:20 PM - Arruda made a **motion** to go into **Non-Public Session per 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; and

Non-Public Session per RSA 91-A:3II (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

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

6:15 PM – Arruda made a **motion** to return to public session and to seal the minutes of one of the non-public sessions and make public one of the non-public minutes under RSA 91-A:3II (a); and seal the minutes of the non-public session minutes under RSA 91-A:3II (I) seconded by Lord and so voted **3-0**.

6:15 PM – Arruda made a **motion** to adjourn, seconded by Lord, and so voted **3-0**.

NEXT SELECTMEN'S MEETING – The next Selectmen's Meeting is scheduled for October 22, 2020 commencing at 4:30pm in the lower level of Town Hall.

Respectfully Submitted,
Linda Shackford,
Town Administrator