

**BOARD OF SELECTMEN
TOWN OF MADISON
October 3, 2023
MINUTES**

Selectmen Present – Michael A. Mauro, John Arruda, Adam Price

Others Present –Town Administrator Linda Shackford; Town Clerk/Tax Collector/ Fire Chief Michael Brooks; Police Chief Robert J. King, Jr.; DPW Josh Shackford; MadTV Videographer Carol Dandeneau and members of the public

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on December 20, 2022.

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

Pledge of Allegiance: Mauro led all in attendance in reciting the Pledge.

APPROVAL OF MINUTES:

Motion by Arruda, seconded by Price to approve the minutes of September 19, 2023 as written. The motion passed **3-0**.

Motion by Arruda, seconded by Price to approve the minutes of September 26, 2023 as written. The motion passed **3-0**.

APPROVAL OF MANIFEST:

Motion by Arruda, seconded by Price to approve the Manifest of October 2 - 6, 2023 in the amount of \$475,282.88. The manifest breakdown is as follows: \$234,988.89 for accounts payable; \$31,105.10 for payroll; \$9,188.89 for payroll liabilities; and \$200,000 for Madison School. The motion passed **3-0**.

PUBLIC COMMENTS: There were none.

DISCUSSION ITEMS/NEW BUSINESS:

Wilcox & Barton, Inc. Engagement of Proposal – Russ Barton of Wilcox & Barton, Inc was in attendance to offer the Board answers to any questions they may have regarding the Request for Proposal (RFP) for the Focused Site Investigation for the Municipal Complex.

Mauro asked if there are federal funds available for this project. Barton responded with a time line that started with a preliminary focus site investigation that will give a summary of the findings at the location. The findings set the tone for the project. Amy Russo of DES can aid in grant work that can be used for the remediation, but not for consulting work. Barton equated the PFAS issues to MTBE with a hope that eventually there will be funding for clean up efforts.

Arruda is concerned about funding this project assuming it will need to go to Town Meeting. Barton explained the initial expense is \$27,000 with further expenses dependent on the findings. Barton warned that this project will be followed by several years of monitoring expenses which were equated to the monitoring at the Transfer Station. Arruda stated that the DES keeps ‘moving the goal post’ on the landfill closure to which Barton stated he would expect a similar situation with this.

Barton's timeline would expect the preliminary information to be available August of 2024 and then DES gives 180-day timeframes for each phase; this would offer the Town an opportunity to budget for each phase.

Price asked Brooks if there is a deadline for the Town to engage someone. Brooks responded we are in into that deadline. Price asked what we would need to do to engage Barton's firm. Barton explained that \$3,000 would be due to engage with his firm. The first two tasks would be done this year with the rest due to happen after Town Meeting adding that if Town Meeting did not approve the expenditure the contract allows for seven days' notice if the Town cannot move forward. Barton assured the Board he would not hold the Town to a demand that did not receive funding.

Motion by Price, seconded by Mauro to engage Wilcox & Barton Inc for the Focus Site Investigation. The motion passed **3-0**.

Request of Trustees to Withdraw \$3,008.20 from the GGB Computer Equipment ETF - Motion by Mauro, seconded by Price to request the withdrawal by the Trustees of Trust Funds for \$3,008.20 from the General Government Building Computer Equipment Expendable Trust Fund to reimburse the general fund for the expenses incurred for the purchase of a laptop for the Selectmen's Office and two desktop computers, one for the Building Department and one for the Land Use/Treasurer/Assessor Desk. The cost being: for the laptop: \$936.18 and for two desktops: \$2,072.02. The motion passed **3-0**.

CIP – The Board reviewed the 2023-2028 CIP with Mauro noting the addition of a grader in the year 2024 with an estimate of \$600,000 according the J. Shackford. J. Shackford also mentioned looking into the purchase of a used grader.

Arruda asked about the road improvement numbers changing from \$200,000 to \$250,000. J. Shackford stated that the project in 2024 would be to grind and repave the portion of Mooney Hill Road that is already paved. The estimate for that project is \$197,000 which does not include any culvert replacements or shoulder work. Price asked if we have spent all of the \$200,000 appropriated at 2023 Town Meeting with L. Shackford answering not yet, but pretty close when factoring in the shouldering machine rentals and materials. L. Shackford noted that the road improvement warrant article is non-lapsing.

Preliminary Budget Review – The Board reviewed the very preliminary numbers submitted by department heads. The insurance numbers for health, dental, property and workman's compensation has not been determined by their respective companies. The Advisory Budget Committee will see these preliminary numbers at their October 10th meeting.

OLD BUSINESS:

Short-Term Rentals – Arrange for Review of Documentation Submissions – The Board agreed to set time aside at their next meeting to begin reviewing some the submissions made by owners regarding their STR status.

Kathy Koziell of 7 Lakeview Drive summarized the latest STR spreadsheet information and suggested the Board find out from counsel what is considered adequate evidence for their review. Koziell stated that there are more STRs beginning every day.

Bill Dempster of Doe Drive offered to submit the supporting information regarding STRs when new properties are brought to the Board's attention. Dempster hopes that Attorney Johnston will be involved with the ZBA applications regarding STRs with Mauro stating he will run it by him.

Over Expenditure Public Hearing Recap – The information from the public hearing on the 26th of September was mailed on September 27th to the Department of Revenue Commissioner. We have not heard back from them yet.

Selectman Price's List – Since Rec Director O'Donnell was unable to attend, Price stated that the Madison students will be participating in soccer tournaments and field hockey tournaments that will be held in Moultonborough and at the Nick.

Selectman Arruda's List – The budget is right on the line with 75.5% spent at the 75.6% point of the year. Arruda attempted to squelch social media comments about the Town trying to make a profit at the Transfer Station off of bulky waste fees by citing costs versus revenues.

Selectman Mauro's List – Mauro asked if there has been any interest in the sale of the Oshkosh. J. Shackford answered that the truck has been sold on municibid.com to a buyer in Virginia for \$6,550 which will be paid directly to the Town.

Administrator's List – Shackford had nothing on her list.

Department Heads' Lists:

Fire Chief Brooks – Brooks explained to the Board that it is time to update the Town's Emergency Operations Plan (EOP) which was last done in 2017. The cost to have June Garneau update the EOP is \$2,400 which is far less expensive and not as time consuming as with the grant process. These plans are necessary to have in place to be able to accept FEMA relief. The Board was in agreement to have Brooks enter into an agreement to have Garneau do the update. Brooks also mentioned that he Zone 5 E-911 change is set to happen tomorrow.

DPW Josh Shackford – Shackford listed off the abundance of projects that the DPW accomplished over the last two weeks. Comments of note included:

- the road repairs on Allard Hill, East Madison and Fox Roads that were going to be contracted out will be completed by the DPW crew;
- the tanks are up on municibid.com and have exceeded the reserve amount with time left;
- that salt prices were received at it is at \$82 a ton and the Town uses an average of about 450 tons per year. The molasses for the salt has been received too;
- Price asked if the used oil burner furnace issue has been resolved to which Shackford answered that Dirigo will in be installing a new system this month. Arruda stated that the Transfer Station used oil tanks need to emptied soon.

Chief King – Following the same sentiment of Arruda, King welcomed the public to contact his office with any questions about how his department is operated instead of speculating on social media sites. King explained the situation with the Town's K-9 assuring all that he is safe and sound.

SIGNATURE ITEMS:

Manifest

Payroll & Accounts Payable Checks

Request for Payment: Rec Revolving Fund \$75.00
Intent to Cut: 239-007 and 024 Burton
Yield Tax: 203-010 Ohlson

5:52 PM Motion by Mauro to enter **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.

Roll Call Vote: Arruda – aye; Price – aye; Mauro – aye

6:16 PM Motion by Mauro, seconded by Arruda to make public the minutes of the **Non-Public Sessions 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. The motion passed **3-0**.

Motion by Mauro, seconded by Price to adjourn at 6:10 pm. The motion passed **3-0**.

NEXT SELECTMEN'S MEETING – The next Selectmen's Meeting is scheduled for October 17, 2023 commencing at 4:30 pm at the Madison Town Hall meeting room.

Respectfully Submitted,

Linda Shackford,
Town Administrator