

**BOARD OF SELECTMEN
TOWN OF MADISON
MAY 6, 2014
MINUTES**

Selectmen Present - Chairman John Arruda, Michael Brooks, and Josh Shackford.

Others Present - Town Administrator Melissa Arias; Conservation Commission Chairman David Riss & member Marc Ohlson; Fire Commissioners Dee Dudley & Joyce Elliott; firefighter Phoebe-Lynn Rand; resident Phoebe Rand; Fire Chief Jeff Eldridge (in middle of meeting); and Madison TV Videographer Emilie Riss.

Where and When Posted - Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on December 5, 2013.

Meeting Called to Order – By Chairman Arruda at 5:30 p.m.

APPROVAL OF MINUTES – Brooks made a **motion** to approve the Selectmen’s Meeting minutes of April 22, 2014 as prepared, seconded by Shackford, and so voted **3-0**.

APPROVAL OF MANIFEST – Brooks made a **motion** to approve the Manifest of May 5 - 12, 2014 in the amount of \$226,332.91, seconded by Shackford, and so voted **3-0**. The Manifest breakdown is as follows: \$22,239.67 for payroll; \$6,794.58 for payroll liabilities; \$122,298.66 for accounts payable; and \$75,000.00 for the Madison School District (release date of 5/8/14).

PUBLIC COMMENTS – Fire Commissioner Denita Dudley provided each Selectman with a copy of the 2008 Madison Fire Department By-Laws and the minutes documenting their acceptance by the department. Dudley has not been able to find a more recently approved set of by-laws so can only assume these are what the Fire Department should be operating under. She said the 2008 edition may likely be considered a “working document” but after reading through them she found a number of recent actions taken by the Fire Department, including the recent election, that were done improperly. Dudley said she isn’t sure what to do with this information other than share it with the Selectmen. Arruda asked for some time for the Selectmen to read and digest the document before offering any advice to the Fire Commissioners. **END OF PUBLIC COMMENTS**

PRESCRIBED BURN AGREEMENT – Conservation Commission Chairman David Riss and member Marc Ohlson were in to talk with the Selectmen about The Nature Conservancy’s Prescribed Burn Agreement which is part of the Town’s Wildlife Habitat Incentives Program (WHIP) grant contract from 2007. The original WHIP contract called for certain work to be done to the Goodwin Town Forest at specified time periods in an effort to preserve and improve the Ossipee Pine Barren region which also includes non-municipal conservation land adjoining the Goodwin Town Forest. The Selectmen had Town Counsel Diane Gorrow and HealthTrust (from a property liability standpoint) review and comment on the draft agreement. Their recommendations were incorporated into the document and were consented to by The Nature Conservancy. Riss provided a history of the WHIP contract requirements, which included three separate prescribed burns. Riss said the current burn had been delayed from 2012 to present because there was a lack of undergrowth to fuel and sustain the fire. Riss said fire breaks and other preparatory work needs to be done in advance. Riss said the Conservation Commission has been working closely with

resident forester Robbin Rancourt and Nels Liljedahl of the USDA to determine whether the burn is okay to proceed with and that resources from Madison Fire Department will not be required for this burn.

Motion: Brooks made a **motion** to sign the Prescribed Burn Agreement between the Town of Madison and The Nature Conservancy effective today, seconded by Shackford, and so voted **3-0**.

Decision: The Chairman will sign two originals under Signature Items later in the meeting.

PROPERTY TAX WARRANT – Arias has prepared the 2014 1st issue property tax warrant for the Selectmen to sign later in the meeting under Signature Items so there will be no need to vote to sign the warrant out of session between this meeting and May 20th.

VETERANS ADVISORY SUB-COMMITTEE – The Town Clerk recently pointed out that the Oaths of Office for the six members of the Selectmen’s Veterans Advisory Sub-Committee expired in March so they need to be reappointed by the Selectmen. The members are Ed Foley, Paulette Lowry, Franklin Jones, Henry Forrest, John Sherwood, and Bruce Brooks. Michael Brooks also sits on the sub-committee as Selectman’s Representative.

Motion: Arruda made a **motion** to appoint the six existing members of the Veterans Advisory Sub-Committee for another year, seconded by Brooks, and so voted **3-0**.

Decision: Oaths will be prepared and signed at the next Selectmen’s Meeting.

TOWN HALL SIDING – The Selectmen have been trying to determine what course of action to take about the failing green architectural shingle shaped vinyl siding on Town Hall. Brooks said from what he can see there is a 12’ strip of starter strip has come unfastened from the side of Town Hall. Arruda said the Board received confirmation that the green shingle-shaped vinyl pieces don’t refasten like ordinary clapboard-style vinyl siding. The Selectmen do not want to have the missing pieces refastened directly to the building even though that would be the most economical solution. Shackford asked Arias to get a price to strip the green shingle siding on the Police Department side of the building and reinstall it from left-to-right and bottom-to-top as recommended. Arias will obtain this information and complete a Purchase Requisition for the next meeting.

AMBULANCE MEETING – Shackford said the group of representatives from area towns who met last month in Ossipee decided to seek pricing for three possible options as the current multi-town ambulance contract approaches its expiration. (1) Consolidate North Conway Ambulance’s Tamworth and Ossipee bases into one central location; (2) Increase the number of ambulances and personnel at the two existing locations; or (3) Keep things status quo. Eric Damon from North Conway Ambulance will be returning to the next meeting with costs for these three options so each town can be prepared to fund whichever option is selected. Shackford asked Fire Chief Eldridge whether he could pull statistical information on the number of times Madison’s Rescue vehicle has gone out on calls in the last 5 years. Brooks said the Sheriff’s Department should also have access to those statistics. Eldridge said he could have that information researched at the Fire Department. Shackford said the call volume might be one way to try and equalize out the future cost per Town under a new multi-town ambulance contract. Shackford will keep the other Selectmen updated after any future meeting(s).

FIRE COMMISSIONER RESIGNATION – In light of Fire Commissioner Alan Gilman’s resignation yesterday, Arias was asked by Brooks to research names of residents who previously held the position of Fire Commissioner. These individuals are Jim Eldridge, Clifford “Sonny” Graves, Bruce Brooks, Jesse Shackford, Franklin Hubbell and David “Chucky” Lyman. Arias said she’ll e-mail the names to two remaining Fire Commissioners to help them find a replacement.

BEACH SIGNS – Arruda asked about the status of the new beach kiosk signs. The Selectmen would like the summer maintenance employee to determine the location for the new signs on the beaches since he’s the one who has to maintain around them. The Selectmen would also like the signs installed before the summer season begins.

FOOT OF THE LAKE - Arruda suggested having the Highway Department price out a swinging gate to replace the metal chain strung across the driveway at the far end the Foot of the Lake beach property. Arruda said the Highway Department should be able to install the gate once the price is known. Arias will get this request off to the Road Agent.

BANFIELD HOLLOW ROAD BOND UPDATE – Arias said she spoke with Northway Bank after the last Selectmen’s Meeting about the Norja, Inc. letter of credit for Banfield Hollow. Arias was told by Don Nicholetta that Norja’s letter of credit that expired in February 2014 was extended to October 31, 2014. Arias said Nicholetta suggested the Planning Board determine whether additional funds will be required of Norja during future construction phases before the Selectmen authorize the release of any portion of the current credit. Arias has asked Planning Board Administrator Chris Young to produce a copy of the Banfield Hollow approval where such stipulations or conditions would have been outlined. Brooks has previously noted that a second underground water containment cistern needs to be installed before much more development takes place. Arias will see that the information from the Planning Board makes it back to the Selectmen.

PUBLIC AUCTION UPDATE – Arias said she contacted Jay St. Jean of James St. Jean Auctioneers who conducted the 2009 Public Auction for the Town. St. Jean will be visiting the four tax deeded properties that are beyond the statutory three-year redemption period within the next few weeks. St. Jean will then provide the Town with an idea of the potential revenue the properties might bring in a public auction so the Board can determine whether to proceed at this time or not.

INTER-MUNICIPAL AGREEMENT for WELFARE TECHNOLOGY – Arias said the Inter-Municipal Agreement has been reviewed and agreed to by the part-time employee and is currently being looked at and discussed by the Freedom Board of Selectmen. Comments or concerns from Freedom will be shared during an upcoming meeting. If Freedom consents to the agreement they will send a signed copy back for the Selectmen to sign at their next meeting.

PUBLIC COMMENTS – Denita Dudley asked for clarification about the list of former Fire Commissioners. Dudley asked for information on whether the two remaining Commissioners should wait until their next meeting to address this or not. Arias said the two remaining Commissioners constitute a quorum and can continue to act until a third member is found. Arias said if the two remaining Commissioners want to discuss or work on this before their next meeting they should post a special meeting for that purpose. Arruda mentioned that the two remaining Commissioners are not bound to pick from the list of former Commissioners but it would be a good place to start. Arruda said a vacancy on the

Board of Selectmen would be best filled by an individual who already held the position. **END OF PUBLIC COMMENTS**

SIGNATURE ITEMS –

Manifest

Payroll & Accounts Payable Checks

Intent to Cut Timber - #14-283-02-T – Puopolo (218-002)

Timber Tax Warrant & Worksheet - #13-283-18T – Puopolo (218-002)

Timber Tax Warrant & Worksheet - #13-283-10T – Hocking Trust (226-011)

Intent to Excavate - #14-283-07-E – Drew (232-038)

2014 P01 Property Tax Warrant

6:05 PM – Brooks made a **motion** to adjourn, seconded by Arruda, and so voted **3-0**.

NEXT SELECTMEN’S MEETING – The next Selectmen’s meeting will be Tuesday, May 20, 2014 at 5:30 p.m. in the Town Hall Meeting Room.

Respectfully submitted,

Melissa S. Arias, Town Administrator
Recording Secretary