

**BOARD OF SELECTMEN
TOWN OF MADISON
February 7, 2017
MINUTES**

Selectmen Present – Josh L. Shackford, John Arruda, Robert J. King, Jr.

Others Present – SWAC Member Paul Littlefield; Fire Chief Jeffrey Eldridge; Finance Director Su Stacey; Administrative Assistant Linda Shackford; Madison TV Videographer Tim Hughes

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on December 19, 2016.

5:00 PM – Shackford made a **motion** to go into two non-public sessions under RSA 91-A:3II (a) Personnel seconded by Arruda. Roll call vote: Arruda – aye; King – aye; Shackford – aye.

5:37 PM – Shackford made a **motion** to return to public session and seal the minutes of the non-public sessions of RSA 91-A:3II (a) Highway Personnel and make public the minutes of non-public session of RSA 91-A:3II(a) Police Department Personnel, seconded by Arruda and so voted **3-0**.

Public Meeting Called to Order – By the Chairman at 5:41 p.m.

RESULT OF 02/07/2017 NON-PUBLIC SESSION:

Shackford announced that the Board of Selectmen voted at a non-public session held prior to this meeting to raise the salaries of three members of the police department. Information brought to the Boards attention regarding a local wage survey shows them vastly underpaid. The officers do a great job and an amendment will be made to the 2017 budget accordingly.

APPROVAL OF MINUTES:

Motion by Arruda, seconded by King to approve the minutes of January 24, 2017 as written, the motion passed **3-0**.

APPROVAL OF MANIFESTS:

Motion by Arruda, seconded by King to approve the Manifest of February 6 – 15, 2017 in the amount of \$167,486.61. The Manifest breakdown is as follows: \$85,675.15 for accounts payable; \$24,015.34 for payroll; \$7,796.12 for payroll liabilities; \$11,995.43 for New Hampshire Retirement System; and \$50,000.00 for Madison School District. Motion passed **3-0**.

PUBLIC COMMENT – There were none.

DISCUSSION ITEMS/NEW BUSINESS

Review and Vote on Warrant Article Recommendations – Arruda noted that there will be changes made to the Transfer Station, Police and Personnel Administration lines of the budget due to recent changes. Articles #2 – 21 were discussed and voted upon as shown below.

<u>ARTICLE</u>	<u>VOTE</u>
#2 Operating Budget	3-0 with amendments
#3 High Street Paving/Reclaiming	3-0
#4 Grader	See discussion

Discussion: Arruda suggested that this Article #4, to place \$50,000 in the Grader Trust Fund, be removed. The 2014 Kenworth plow truck may require \$70,000 in engine repairs not being covered by the warranty. J. Shackford was in agreement. Arruda then suggested instead of spending \$70,000 to repair a \$135,000 truck to put up a warrant article to raise and appropriate \$150,000 for the purchase of a new truck and sell “as is” the one with engine troubles. Stacey added that with this article to replace the truck it leaves the option to repair by removing the article and raising the budget repair line at town meeting.

- #4 Plow Truck 3-0
- #5 Assessing 3-0
- #6 Conservation Land Acquisition 3-0
- #7 Madison TV Balance 3-0
- #8 Air Packs 3-0
- #9 Ambulance Discussion-Non-Monetary No vote necessary
- #10 Jaws of Life 3-0

Discussion: Arruda considered removal of this warrant article because the recently purchased rescue vehicle has transmission issues that need to be fixed. Chief Eldridge’s update included taking the truck to a company in Portland for a \$1,000 diagnostic. Arruda told the Chief to contact Valladares first. Lakes Region Fire estimated that a total replacement of a transmission would be approximately \$5,000. J. Shackford wants to have Town Meeting make the decision then raise the fire department budget if necessary.

- #11 Road Agent Appointed-Non-Monetary No vote necessary
- #12 TriCap Fuel Assistance 3-0
- #13 Gibson Center – Meals on Wheels 3-0
- #14 Ossipee Children’s Fund 3-0
- #15 Children Unlimited 3-0
- #16 Northern Human Services 3-0
- #17 Starting Point 3-0
- #18 White Mtn Community Health Ctr 3-0
- #19 Carroll County Transit 3-0
- #20 Madison Preschool – No Request No vote necessary
- #21 Rescind 2015 WA #6 3-0

Transfer Station Waste Disposal Proposal Review – Paul Littlefield of the Solid Waste Advisory Committee (SWAC) was present to represent the committee with their findings regarding the proposals received from North Country Incinerator Service and Waste Management at the 01/24/2017 meeting for a new transfer station contract. Littlefield gave credit to Dave Downs for his work on the analysis and comparison of the two proposals. SWAC recommend to the Board to grant the contract to North Country Incinerator Service for reason that include a better price, good working relationship and local company. Arruda noted that the contract will increase from \$96,000 in 2016 to \$136,000 in 2017. Littlefield explained that the transfer station attendants will work to get as many tandem hauls as possible. The contract amount is based on single hauls but tandem hauls will save the town money. This contract is good for three years.

Motion by J. Shackford, seconded by Arruda to award the Transportation and Disposal of Municipal Solid Waste to North Country Incinerator Services based up on the bid and recommendation of SWAC. The motion passed **3-0**. J. Shackford noted a difference of approximately \$50,000 between proposal submissions for 2017.

OLD BUSINESS

Storage Container for Highway Garage – Road Agent Chick submitted information regarding storage containers for the mechanic garage. Two 40’L x 9.5’H x 8’W Grade ‘A’ containers would cost \$6,090. The Board discussed option of selling the antique fire truck being stored in the garage which would then require only one container for garage items. The Board asked Fire Chief Eldridge to draw up some specs on the truck with pictures that can be distributed with a plan to sell the truck. The container cost would come out of the highway budget.

Selectman Arruda’s List – Arruda would like to sign letters to Senator Bradley and Representative McConkey in support of House Bill 413 which will help to reduce the burden of New Hampshire Retirement Costs to the Town by the State returning to paying a portion of the contribution.

Motion by J. Shackford, seconded by Arruda to sign letters in support of HB413. The motion passed **3-0**.

Selectman King’s List – No items

Assistant’s List - No items

Finance Director’s List – A copy of RSA 32:7 Lapse of Appropriations was given to the Board regarding the encumbrance of 2016 funds for the purchase of a police cruiser. The auditing company brought an issue to the Finance Directors attention on the proper procedure for such an encumbrance. J. Shackford feels that the Board did was best for the Town in purchasing that cruiser to save money.

Selectman Shackford’s List – Shackford asked that he be given the amount spent on having auditors each year along with a list of what their duties entail. There are several people who see all transactions within the town. The auditors have no authority over the Town and it is not required by law. The Board will discuss this with the Finance Director of possibly every other year performing an audit.

SIGNATURE ITEMS

Manifest

Payroll & Accounts Payable Checks

Intent to Cut – 241-001

Elderly Exemption Request – 234-033

Oath of Office – Nancy Cole – Deputy Treasurer, OHWC

Motion by J. Shackford, seconded by Arruda to appoint Nancy E Cole as Deputy Treasurer, Old Home Week. The motion passed **3-0**.

6:18 PM – Shackford made a **motion** to recess until 7pm at the Budget Hearing to be held at the Madison Elementary School, seconded by Arruda, and so voted **3-0**.

**Budget Hearing
February 7, 2017 commencing at 7:00 pm
Madison Elementary School**

Selectmen Present – Josh L. Shackford, Chairman; John Arruda; Robert J. King, Jr

Advisory Budget Committee Present – Chairman Bill Lord; Vice-Chairman Hersh Sosnoff; School Board Rep Cheryl Littlefield; Ron Force; Nicole Nordlund; Jeff Balogh; Alternate Ned Rogerson

Others Present – Finance Director Su Stacey; Administrative Assistant Linda Shackford; Town Clerk Michael Brooks; Fire Chief Jeffrey Eldridge; Librarian Sloane Jarrell; Madison TV Videographer Tim Hughes; Tri-CAP Representative Lisa Hinkley; several members of the public.

Chairman Shackford called the Selectmen’s meeting to reconvene at 7:00 p.m. for the purpose of the 2017 Annual Budget Hearing. J. Shackford led the Pledge of Allegiance.

Town of Madison 2017 WARRANT

To the inhabitants of the Town of Madison in the County of Carroll in the State of New Hampshire, qualified to vote in Town affairs:

You are hereby notified to meet at the James Noyes Hall at the Madison Elementary School in Madison on Tuesday, March 14, 2017 at eight o'clock in the forenoon, polls to be open from 8:00 AM to 7:00 PM to act upon Article 1 with the meeting to reconvene at nine o'clock in the forenoon of Saturday, March 18, 2017 in the James Noyes Hall at the Madison Elementary School in Madison to act upon the remaining Articles:

Article 1. To choose all necessary officers for the ensuing year.

Article 2. To see if the Town will vote to raise and appropriate the sum of two million five hundred seventy-four thousand four hundred fifty-one dollars (\$2,574,451) for general Town operations with discussion and amendments to be considered line by line.

	2016 Approved	2016 Expended	2017 Proposed
Ambulance	\$ 70,147.00	\$ 70,146.72	\$ 85,340.00
Animal/Pest Control	\$ 1,875.00	\$ 1,397.67	\$ 1,875.00
Assessing	\$ 19,170.00	\$ 18,752.27	\$ 22,682.00
Building Inspection	\$ 36,163.00	\$ 38,534.23	\$ 39,433.00
Conservation Commission	\$ 3,800.00	\$ 4,233.23	\$ 4,550.00
Direct Assistance	\$ 23,000.00	\$ 9,135.68	\$ 15,025.00
Election, Registration, Vital Statistics	\$ 14,644.00	\$ 9,309.31	\$ 7,900.00
Emergency Management Dept.	\$ 4,901.00	\$ 5,384.60	\$ 4,901.00
Executive	\$ 119,517.00	\$ 120,522.34	\$ 121,379.00
Financial Administration	\$ 142,028.00	\$ 134,113.84	\$ 141,528.00
Fire Rescue	\$ 162,250.00	\$ 159,673.47	\$ 162,750.00
General Government Buildings	\$ 67,892.00	\$ 44,579.23	\$ 61,833.00
General Government Equipment	\$ 10,850.00	\$ 7,865.61	\$ 14,850.00
Highway	\$ 527,807.00	\$ 549,696.60	\$ 530,807.00
Insurance	\$ 52,025.00	\$ 50,718.52	\$ 97,017.00
Interest - Tax Anticipation Notes	\$ 1.00	\$ 0.00	\$ 1.00
Legal	\$ 25,000.00	\$ 8,912.59	\$ 18,100.00
Library	\$ 74,571.00	\$ 67,123.53	\$ 75,791.00
Madison PEG TV	\$ 18,218.00	\$ 14,936.74	\$ 19,218.00
Notes Due	\$ 108,761.00	\$ 108,763.18	\$ 53,274.00
Parks & Recreation	\$ 27,815.00	\$ 25,594.71	\$ 31,275.00
Patriotic Purposes	\$ 1,000.00	\$ 916.56	\$ 1,025.00

Personnel Administration	\$ 507,572.00	\$ 457,804.74	\$ 538,873.00
Planning Board	\$ 10,060.00	\$ 8,030.54	\$ 14,450.00
Police	\$ 297,412.00	\$ 303,765.29	\$ 294,225.00
Solid Waste Disposal	\$ 203,927.00	\$ 185,087.75	\$ 204,489.00
Street Lighting	\$ 4,000.00	\$ 3,860.16	\$ 3,600.00
Zoning Board	\$ 8,260.00	\$ 5,145.45	\$ 8,260.00
TOTAL	\$ 2,542,666.00	\$ 2,414,004.56	\$ 2,574,451.00

Recommended by Selectmen 3 – 0

Police – This line will be going up by \$15,000. D. Veilleux asked for the reason. J. Shackford explained that this is for pay raises for three department members.

Solid Waste – J. Shackford explained that North Country Incinerator Service was awarded the contract and the line will be increasing by approximately \$36,000 for 2017.

Article 3. To see if the Town will vote to raise and appropriate the sum of one hundred thousand dollars (\$100,000) for the reconstruction of High Street. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the funds have been exhausted with the completion of the project or by December 31, 2022, whichever is sooner.

Recommended by Selectmen 3 – 0

J. Shackford explained that the 2014 Kenworth truck has had the motor blow. The estimated repairs are \$70,000. The Board is using this warrant article so an option is in place because as of today, the Paccar warranty is not being honored. D. Veilleux asked why. King responded that the onboard diagnostic computer says the engine was revved and overheated. Nordlund asked if town counsel is involved in the warrant language. King stated that it is not the wording at this point but who is to blame. Sosnoff asked if the new purchase would be with the same company. He was assured it will not be another Kenworth Paccar motor vehicle. Lord asked if the grader trust fund article for \$50,000 was removed and replace with this one? Arruda answered yes. D. Veilleux asked if a review of the warranty by town counsel is covered under the legal retainer. J. Shackford stated that L. Shackford will contact the attorney with that question.

Article 4. To see if the Town will vote to authorize the Selectmen to enter into a four-year lease agreement for one hundred fifty thousand dollars (\$150,000) for the purpose of leasing a new Highway Dump Truck with sander, plow and frame and to raise and appropriate the sum of fifty thousand dollars (\$50,000) for the first year's payment for that purpose. This lease agreement contains an escape clause and a buyout option for one dollar (\$1) at the end of the four years.

Recommended by Selectmen 3 – 0

Article 5. To see if the Town will vote to raise and appropriate thirty thousand dollars (\$30,000) to be placed in the previously established Assessing Expendable Trust Fund.

Recommended by Selectmen 3 – 0

Article 6. To see if the Town will vote to raise and appropriate the sum of five thousand dollars (\$5,000) to be added to the previously established Capital Reserve Fund for land acquisition and conservation purposes.

Recommended by Selectmen 3 – 0

Article 7. To see if the Town will vote to raise and appropriate up to the sum of three thousand two hundred eighty-one dollars (\$3,281) to be placed in PEG TV Expendable Trust Fund this sum to come from the unassigned fund balance which represents unused franchise fees.

Recommended by Selectmen 3 – 0

Article 8. To see if the Town will vote to authorize the Selectmen to enter into a three-year lease/purchase equipment agreement for one-hundred forty-five thousand dollars (\$145,000) to lease/purchase air packs for the Fire Department and to raise and appropriate fifty-one thousand one hundred fifty-four dollars (\$51,154) for the first year's payment for that purpose. This lease/purchase agreement contains an escape clause and a buyout for one dollar (\$1.00) at the end of three years.

Recommended by Selectmen 3 – 0

Article 9. To see if the Town will vote to establish an Ambulance Committee consisting at minimum of the following residents: one Selectman, two Advisory Budget Committee members, Fire Chief, one resident EMT member of the Madison Fire Department and two Madison voters as alternates. Said committee will be charged with bringing information sufficient to vote at 2018 Town Meeting for a replacement Ambulance. Said committee will conduct open meetings, keep records of all meetings and decisions and comply fully with RSA 91-A.

Recommended by Selectmen 3 – 0

Article 10. To see if the Town will vote to raise and appropriate up to the sum of ten thousand dollars (\$10,000) to purchase a *Hurst Jaws of Life* for the Fire Department.

Recommended by Selectmen 3 – 0

Article 11. To see if the Town will vote to rescind the action of the 1987 Town Meeting to elect a road agent for a three-year term and authorize the Board of Selectmen to appoint a full-time road agent who will be the Director of Public Works. The term of the elected road agent will terminate at the March 2018 Annual Town Meeting.

Recommended by Selectmen 3– 0

J. Shackford explained that the current Road Agent will be retiring at the end of his term next year. An appointed road agent allows for a larger base of potential hires for the position. Arruda stated that the Board has very little control or authority over an elected road agent with the exception of their budget. Jarrell asked what the cost difference would be. J. Shackford there could be a difference is salary as it would be based upon experience and knowledge.

Article 12. By Petition. We the undersigned registered voters of the Town of Madison do hereby petition the 2017 Annual Town Meeting to raise and appropriate the sum of five thousand dollars (\$5,000) for Tri-County Community Action for the purpose of continuing services of the Fuel Assistance Program for the residents of Madison. Petition signed by Darren Kimball et al.

Recommended by Selectmen 3 – 0

Article 13. By Petition. To see if the Town will vote to raise and appropriate the sum of three thousand five hundred dollars (\$3,500) to support Madison home delivered meals (Meals on Wheels), congregate meals, transportation and program services provided by the Gibson Center for Senior Services, Inc. Petition signed by Henry Forrest, et al.

Recommended by Selectmen 3 – 0

Article 14. By Petition. To see if the Town will vote to raise and appropriate the sum of two thousand dollars (\$2,000) in the support of the Ossipee Children’s Fund providing financial assistance for Madison children. Petition signed by Donna Veilleux, et al.

Recommended by Selectmen 3 – 0

Article 15. By Petition. To see if the Town of Madison will vote to raise and appropriate the sum of three thousand one hundred dollars (\$3,100) for the Family Resource Center at Children Unlimited, Inc. Petition signed by Cathy Livingston, et al.

Recommended by Selectmen 3 – 0

Article 16. By Petition. To see if the Town will vote to raise and appropriate the sum of two thousand one hundred forty-nine dollars (\$2,149) to assist the Mental Health Center. Petition signed by Marianne Jackson, et al.

Recommended by Selectmen 3 – 0

Article 17. By Petition. To respectively request that the Town vote to raise and appropriate the sum of one thousand three hundred sixty-five dollars (\$1,365) in support of Starting Point providing advocacy and support to victims of domestic and sexual violence and their children. Petition signed by Tina Marshall, et al.

Recommended by Selectmen 3 – 0

Article 18. By Petition. To see if the Town of Madison will vote to raise and appropriate the sum of six thousand four dollars (\$6,004) for the support of White Mountain Community Health Center to help meet healthcare needs of the uninsured and underinsured residents of the Town of Madison. Petition signed by Ann Bartlett, et al.

Recommended by Selectmen 3 – 0

Article 19. By Petition. To see if the Town of Madison will vote to raise and appropriate the sum of three thousand dollars (\$3,000) in support of Blue Loon Bus Service. Petition signed by Jason Sanderson, et al.

Not Recommended by Selectmen 0 – 3

D. Veilleux asked why it was not recommended. J. Shackford responded that it isn't seen being used. M. Veilleux noted that the Board did not recommend it last year. Lord noted they list 163 trips in 2016 for medical and shopping trips which is about the same as the previous year. Tri-CAP Representative Hinkley offered to contact the sponsor of the petition to have them come speak at Town Meeting.

Article 21. To see if the Town will vote to rescind authorization to enter into long-term borrowing up to \$99,999 for the replacement of a fire truck given in accordance with article number 6 at the 2015 Town Meeting. This long-term debt was not issued due to savings in other areas of the 2015 budget, the Board of Selectmen decided it was not necessary to borrow this money, and therefore there have not been any bonds or notes issued for this purpose.

Recommended by Selectmen 3 – 0

Article 22. To transact any other business that may legally come before this meeting.

D. Veilleux asked the amount of funds that the Selectmen voted to encumber in 2016. Stacey stated approximately \$45,000. D. Veilleux asked how much was left to go in fund balance. She was told approximately \$90,000. J. Shackford stated that a police cruiser was purchased from those funds, ultimately with a savings of \$8,000.

Motion by J. Shackford, seconded by Arruda to sign the 2017 Warrant and MS-636 out of session. The motion passed **3-0**.

7:34 PM - Motion by J. Shackford, seconded by King to close the public hearing and adjourn the Selectmen's meeting. The motion passed **3-0**.

NEXT SELECTMEN'S MEETING – The next Selectmen's Meeting will be on Tuesday, February 21, 2017 at 5:30 p.m. in the lower level of Town Hall.

Respectfully Submitted,

Linda Shackford, Administrative Assistant
Recording Secretary