

**BOARD OF SELECTMEN
TOWN OF MADISON
February 6, 2018
MINUTES**

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

Others Present – Police Chief Ted Colby; Fire Chief Richard Clark; Officer Mark Ciarfella; Treasurer Catherine Deyoe; SAU #13 Business Administrator Chuck Bates; School Board Chairman Jim Curran; Highway Mechanic Rob Rand; Finance Director Su Stacey; Administrative Assistant Linda Shackford; Madison TV Videographer Amy Boyd

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on January 10, 2018.

5:00 PM – Shackford made a **motion** to go into non-public session under RSA 91-A:3II (b) The hiring of any person as a public employee, seconded by Arruda. Roll call vote: Arruda – aye; King – aye; Shackford – aye.

5:30 PM – Shackford made a **motion** to return to public session and seal the minutes of the non-public sessions of RSA 91-A:3II (b) seconded by Arruda and so voted **3-0**.

Public Meeting Called to Order – By the Chairman at 5:35 p.m.

APPROVAL OF MINUTES:

Motion by King, seconded by J. Shackford to approve the minutes of January 23, 2018 as written, the motion passed **3-0**.

APPROVAL OF MANIFESTS:

Motion by King, seconded by J. Shackford to approve the Manifest of February 5 - 12, 2018 in the amount of \$293,084.01. The Manifest breakdown is as follows: \$86,280.89 for accounts payable; \$24,975.90 for payroll; \$6,827.252 for payroll liabilities; and \$175,000.00 for Madison School District. Motion passed **3-0**.

PUBLIC COMMENT – Officer Mark Ciarfella addressed the Board to thank them for 3½ years of support while he served the community of Madison. Arruda thanked Ciarfella for a fine job.

DISCUSSION ITEMS/NEW BUSINESS:

Finance Discussion with School Department Regarding Mold Remediation Funds – School Board Chairman Jim Curran and SAU #13 Business Administrator Chuck Bates were present to speak with the Board, Finance Director Stacey and Treasurer Deyoe regarding drawing funds for repairs made to the school due to the mold remediation. Curran updated the Board on progress stating that the gym has been re-opened with construction in some classrooms and bathrooms still in the works. Arruda asked if Curran feels the gym will be available for Town Meeting. Curran responded yes.

Arruda asked for explanation of how funds will be paying for the project. Curran stated that they are holding back some waiting until mid-June in anticipation of grant funding and bond funds coming available. Currently \$410,000 is the cost of what has been done. A capital reserve fund of \$150,000 and \$60,000 anticipated from the discontinuation of the Bus Capital Reserve Fund will fund some. There is a

\$200,000 shortfall until grant dollars come through. The grant is slated to be before the Governor’s Council in two weeks, so if approved, it could be 30-90 days for the funds to be received. Bates has approached the contractor who made the repairs and they have agreed to float their bill for up to 60 days. Deyoe offered to calculate a cash flow report based on the information she has. It takes up to 30 days to set up a Tax Anticipation Note (TAN). Arruda suggested considering thinking about getting one set up. Stacey added that any funds we provide the school cannot exceed what we are obligated to pay. Bates feels confident that the funds will come through in time.

Arruda asked what happens if the bond is not voted for approval. Curran stated then only the absolute necessities will be done such a repair, not replace the roof. The building will be operational, just not complete.

Vote on Warrant Article Recommendations:

Stacey noted that an article, previously numbered 14 regarding the OHW establishing a capital reserve fund has been removed and will be addressed after Town Meeting.

<u>ARTICLE</u>	<u>VOTE</u>
#3 Operating Budget	3-0
#4 Keno	3-0
#5 Street Paving/Reclaiming	3-0
#6 Assessing ETF	3-0
#7 Transfer Station ETF	3-0
#8 Fire Gear Washer/Dryer	3-0
#9 Police SPOTS System	3-0
#10 Library Boiler	3-0
#11 Dock at Foot of the Lake	3-0
#12 Madison TV balance	3-0
#13 Fireworks	0-3
#14 RSA 41:9-a – Fee Collection	3-0
#15 Relinquish Kelsey Easement	3-0 with amendment

Discussion: The Board took into consideration amending the article as written. The article was amended as per the following: To see if the Town will vote to relinquish any and all rights and interest in the Kelsey easement ~~located on 1720 East Madison Road~~ acquired by the Town by a deed from Patrick M. Kelsey and Patricia K. Kelsey by an instrument dated January 5, 1979 recorded in the Carroll County Registry of Deeds at Book 734, Page 78?

#16 Reclass Kiljockey Road	3-0
#17 Reclass Thomas Harmon Road	3-0
#18 Reclass Goe Hill Road	3-0
#19 TriCap – Fuel Assistance	3-0
#20 Gibson Ctr – Meals on Wheels	3-0
#21 Children Unlimited – early support	3-0
#22 Norther Human Svc – Mental Health	3-0
#23 Starting Pt – domestic violence	3-0
#24 Wht Mtn Comm Health Ctr	3-0
#25 Ossipee Childrens Fund	3-0
#26 Carroll County Transit	0-3

Discuss Request for Hold on Major Purchases with Finance Director:

Stacey asked the Board, based on the discussion with the School’s Finance personnel, to have department heads hold back on spending until mid to late June unless critical, especially major purchases. King asked if her proposal will include items voted on as warrant articles; Stacey responded yes. The Board agreed to the hold noting that department heads are bound to the Purchasing Policy and will have Purchase Requisitions for purchases over \$500 pre-approved. A memo will be sent to all department heads informing of this.

Rand asked if this would impact him updating the diagnostic software. Arruda asked that Rand find the date it needs to be updated by and inform the Board.

OLD BUSINESS – There was none.

Selectman Shackford’s List – No items

Selectman King’s List – King stated he has done some more research regarding the insurance “buy-out” for employees that do not take advantage of the Town’s insurance because of a better option with their spouse’s plan. King found that if the insurance stipend received by the employee would impact their wage amount only if it was for work done and, in this case, it is not. It is subject to taxes and is not included as retirement income. L. Shackford will contact NHMA and town council about initiating this change and run it by department heads and poll if anyone would be interested. An addition would be made to the Personnel Policy with a stipend amount of \$3,600 per year broken down into 26 pay periods.

Selectman Arruda’s List – John was under the impression that propane tanks were not to be accepted at the Transfer Station and there are 15-20 there. Rand noted that according to DES they are not supposed to be taken without a certificate and the metal company will take them if there is hole drilled into the wall of the tank. Arruda stated they need to be removed from the transfer station. King will bring this up at the next SWAC meeting.

Assistant’s List - L. Shackford was informed today that the Town has received the funds from the Smart Start program. This will begin the Advisory Energy Committee’s project of replacement of lighting in town buidings to LED. The Eversourse contractor will begin March 19 and expects to be done by March 30. The Town Hall, both garages, the Fire Station and the Library will all have lighting changes.

SIGNATURE ITEMS:

Manifest

Payroll & Accounts Payable Checks

Yield Tax Warrants: Fadden 247-034-002 \$951.76

Town of Madison/Bovill Bros Logging 258-008 &006 \$2,160.90

Intent to Cut: Coleman 202-002

PA-30 Elderly and Disabled Tax Deferral Application

Purchase Requisition: 2018-HIGH-001 Valladares Repair \$5,836.75

Arruda suggested the Board consider selling the 1982 Oshkosh after plow season this year. Rand added that it is very difficult and expensive to get parts for the truck.

Parade Permit for Reach the Beach on Friday, September 14, 2018

NEXT SELECTMEN’S MEETING – The next Selectmen’s Meeting will be on Tuesday, February 13, 2018 at 5:30 p.m. in the lower level of Town Hall.

6:30 PM – Arruda made a **motion** to go into non-public sessions under RSAs 91-A:3II (b) The hiring of any person as a public employee; Roll call vote: King – Aye; Shackford – aye; Arruda – aye

6:38 PM – King made a **motion** to return to public session, and seal the minutes of the non-public session, seconded by Shackford and so voted **3-0**.

6:38 PM – Arruda made a **motion**, seconded by King, to adjourn, so voted **3-0**.

**Budget Hearing
February 6, 2018 commencing at 7:00 pm
Town Hall Meeting Room**

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

Advisory Budget Committee Present – Chairman Bill Lord; School Board Rep Jim Curran; Ron Force; Nicole Nordlund; Jeff Balogh;

Others Present – Chief Ted Colby; Town Clerk/ Deputy Fire Chief Michael Brooks; Fire Chief Richard Clark; Town Moderator George Epstein; Finance Director Su Stacey; Administrative Assistant Linda Shackford Madison TV Videographer Amy Boyd; Ossipee Children’s Fund Rep Eve Klotz; several members of the public including Dave Cribbie; Paul and Cheryl Littlefield; Michael and Donna Veilleux; Bob Grazer and CJ Everson.

Chairman Arruda called the meeting to order at 7:00 pm for the purpose of the 2018 Annual Budget Hearing. Monetary warrant articles were reviewed.

**Town of Madison
2018 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 13, 2018 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 17, 2018 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 how the Town will vote by official ballot on the proposed amendments, as recommended by the Planning Board, to the Town Zoning Ordinance as follows:

1. Are you in favor of Amendment No. 1 to the Madison Zoning Ordinance as proposed by the Planning Board as follows: define “stonewall” as “a free-standing wall, made of natural, non-manufactured stone, stacked without any binding agents to hold the stones in place, with a maximum height allowance of 48” above ground level.”

2. Are you in favor of Amendment No. 2 to the Madison Zoning Ordinance as proposed by the Planning Board as follows: amend the provisions of the Ordinance regarding Accessory Dwelling Units to add a definition of ADU and to bring the regulatory provisions in line with RSA 674:71-73 by, among other things, permitting ADUs in all districts, requiring a door between the primary dwelling unit and an attached ADU, prohibiting the use of RVs, campers and/or mobile homes as ADUs, and prohibiting the sale of ADUs apart from the principal dwelling unit.

Article 3. To see if the Town will vote to raise and appropriate the sum of two million six hundred seventy-seven thousand five hundred fifty-four dollars (\$2,677,554) for general Town operations with discussion and amendments to be considered line by line.

	2017 Approved	2017 Expended	2018 Proposed
Ambulance	\$ 87,047.00	\$ 85,340.13	\$ 87,047.00
Animal/Pest Control	\$ 1,875.00	\$ 1,505.91	\$ 1,875.00
Assessing	\$ 28,832.00	\$ 38,134.82	\$ 30,232.00
Building Inspection	\$ 37,433.00	\$ 33,559.27	\$ 37,476.00
Conservation Commission	\$ 4,550.00	\$ 4,483.84	\$ 4,600.00
Direct Assistance	\$ 15,025.00	\$ 14,376.55	\$ 15,025.00
Election, Registration, Vital Statistics	\$ 7,900.00	\$ 5,799.84	\$ 8,700.00
Emergency Management Dept.	\$ 4,901.00	\$ 3,819.17	\$ 4,401.00
Executive	\$ 117,229.00	\$ 114,450.63	\$ 120,504.00
Financial Administration	\$ 141,528.00	\$ 128,302.52	\$ 143,814.00
Fire Rescue	\$ 162,750.00	\$ 131,788.40	\$ 162,750.00
General Government Buildings	\$ 111,833.00	\$ 93,550.47	\$ 112,540.00
General Government Equipment	\$ 14,850.00	\$ 7,497.32	\$ 13,050.00
Highway	\$ 480,807.00	\$ 515,686.82	\$ 495,590.00
Insurance	\$ 97,017.00	\$ 97,017.52	\$ 106,634.00
Interest - Tax Anticipation Notes	\$ 1.00	\$ 54.79	\$ 1.00
Legal	\$ 18,100.00	\$ 13,320.84	\$ 17,300.00
Library	\$ 75,791.00	\$ 71,197.13	\$ 77,572.00
Madison PEG TV	\$ 25,438.00	\$ 19,084.12	\$ 25,438.00
Notes Due	\$ 53,274.00	\$ 53,273.40	\$ 92,421.00
Parks & Recreation	\$ 31,275.00	\$ 29,311.75	\$ 32,730.00
Patriotic Purposes	\$ 1,025.00	\$ 860.03	\$ 1,025.00
Personnel Administration	\$ 544,923.00	\$ 530,868.56	\$ 516,742.00
Planning Board	\$ 14,450.00	\$ 6,298.97	\$ 13,950.00
Police	\$ 309,123.00	\$ 307,623.62	\$ 307,100.00
Solid Waste Disposal	\$ 221,489.00	\$ 204,381.70	\$ 236,877.00
Street Lighting	\$ 3,900.00	\$ 3,975.98	\$ 3,900.00
Zoning Board	\$ 8,260.00	\$ 7,673.20	\$ 8,260.00
TOTAL	\$ 2,618,919.00	\$ 2,523,236.78	\$ 2,677,554.00

Recommended by Selectmen 3 – 0

Article 4. To see if the Town will vote to allow the operation of Keno games within the Town.

Recommended by Selectmen 3 – 0

Article 5. To see if the Town will vote to raise and appropriate the sum of one hundred thousand dollars (\$100,000) for the reconstruction of Town roads including but not limited to, the reconstruction of Colby Hill Road and West Shore Drive. 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, 2023, whichever is sooner.

Recommended by Selectmen 3 – 0

Article 6. 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 7. To see if the Town will vote to establish a Compactor Expendable Trust Fund per RSA 31:19-a for the purpose of replacing the compactor at the Transfer Station, to raise and appropriate the sum of twenty thousand dollars (\$20,000) for this purpose, and further to name the Selectmen as agents to expend from this fund.

Recommended by Selectmen 3 – 0

Article 8. To see if the Town will vote to raise and appropriate the sum of twenty thousand dollars (\$20,000) to purchase a fire gear washer/dryer unit for the Fire Department.

Recommended by Selectmen 3 – 0

Article 9. To see if the Town will vote to raise and appropriate the sum of fifteen thousand dollars (\$15,000) to purchase a SPOTS system for the Police Department.

Recommended by Selectmen 3 – 0

Article 10. To see if the Town will vote to raise and appropriate twelve thousand six hundred dollars (\$12,600) to replace the boiler with a hot water on demand system at the Library.

Recommended by Selectmen 3 – 0

Article 11. To see if the Town will vote to raise and appropriate five thousand five hundred dollars (\$5,500) to replace the dock at the Foot of the Lake.

Recommended by Selectmen 3 – 0

Article 12. To see if the Town will vote to raise and appropriate up to the sum of six thousand three hundred fifty-three dollars (\$6353) 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

These funds are the remainder of 2017's budget that are place in the ETF. All funds for Madison TV are from franchise fees. Stacey will have balance of ETF available for Town Meeting.

Article 13. To see if the Town will vote to raise and appropriate one dollar (\$1) for the firework show during Old Home Week.

Not Recommended by Selectmen 0 – 3

The Selectmen placed an amount if \$1.00 expecting that the amount can be amended on the floor of Town Meeting. King noted that they original amount of the article was \$5,000.00.

Article 14. To see if the Town will vote to adopt the provisions of RSA 41:9-a to authorize the Board of Selectmen to establish or amend fees.

Recommended by Selectmen 3 – 0

Article 15. To see if the Town will vote to relinquish any and all its rights and interests in the Kelsey easement acquired by the Town by a deed from Patrick M. Kelsey and Patricia K. Kelsey by an instrument dated January 5, 1979 recorded in the Carroll County Registry of Deeds at Book 734, Page 78

Recommended by Selectmen 3 – 0

Article 16. To see if the Town will vote to reclassify Class VI Kiljockey Road as a Class A Municipal Trail pursuant to RSA 231-A:2.

Recommended by Selectmen 3 – 0

Article 17. To see if the Town will vote to reclassify Class VI Thomas Harmon Road as a Class A Municipal Trail pursuant to RSA 231-A:2.

Recommended by Selectmen 3 – 0

Article 18. To see if the Town will vote to reclassify Class VI Goe Hill Road from the southern intersection with Kiljockey Road to the Freedom Town Line as a Class A Municipal Trail pursuant to RSA 231-A:2.

Recommended by Selectmen 3 – 0

Article 19. By Petition. We the undersigned registered voters of the Town of Madison do hereby petition the 2018 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 Steve Anderson et al.

Recommended by Selectmen 3 – 0

Article 20. 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 Barbara Anderson, et al.

Recommended by Selectmen 3 – 0

Article 21. 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 Nicole Nordlund, et al.

Recommended by Selectmen 3 – 0

Article 22. 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 Susan Hidden, et al.

Recommended by Selectmen 3 – 0

Article 23. By Petition. To see if the Town will vote to raise and appropriate the sum of one thousand three hundred eighty-seven dollars (\$1,387) in support of Starting Point providing advocacy and support to victims of domestic and sexual violence and their children. Petition signed by Dave Caputo, et al.

Recommended by Selectmen 3 – 0

Article 24. By Petition. To see if the Town of Madison will vote to raise and appropriate the sum of six thousand nine hundred forty-two dollars (\$6,942) to support White Mountain Community Health Center to help meet healthcare needs of the uninsured and underinsured residents of Madison. Petition signed by Kathy Jo Shackford, et al.

Recommended by Selectmen 3 – 0

Article 25. By Petition. To see if the Town will vote to raise and appropriate the sum of one thousand five hundred dollars (\$1,500) in the support of the Ossipee Children’s Fund to provide direct support/financial assistance for eligible children and families for child care, recreational and extra curricular activities, lessons, camperships, etc. Petition signed by Dawn Alexander-Tapper, et al.

Recommended by Selectmen 3 – 0

Article 26. 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 the Tri County Transit Bus Services. Petition signed by Jory D Bailey, et al.

Not Recommended by Selectmen 0 – 3

The total Warrant being brought before Town Meeting will be \$2,913,586.00 which is an increase of 2.4% over the 2017 budget of \$2,845,451.00.

Article 27. To transact any other business that may legally come before this meeting.

Given under our hands this day of February __, 2018.

Arruda stated that \$230,000 of fund balance was used to buy down the 2017 tax rate. D. Veilleux thanked the Board of Selectmen for making that information public. D. Veilleux asked for more detail regarding the numbers. Explanations were given which included Brooks describing the process of under estimating revenues and over estimating expenditures ultimately being a number that is decided by the Department of Revenue.

Arruda noted that voting will be taking place at the school gymnasium, barring any unforeseen circumstances, on Tuesday, March 13th and Town Meeting will be held Saturday, March 17th.

Motion by Arruda, seconded by King to sign the 2018 Warrant 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**.

Respectfully Submitted,

Linda Shackford, Administrative Assistant
Recording Secretary