

**BOARD OF SELECTMEN
TOWN OF MADISON
April 9, 2019
MINUTES**

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

Others Present – DPW Director Jon Cyr; Fire Chief Richard Clark; Assistant Fire Chief/Tax Collector Michael Brooks; Deputy Fire Chief David Cribbie; Town Administrator Linda Shackford; Madison TV Videographer Carol Dandeneau

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on December 31, 2018.

Meeting Called to Order – By Chairman Shackford at 5:32 pm

APPROVAL OF MINUTES:

Motion by Arruda, seconded by King, to approve the minutes of March 26, 2019 as written. The motion passed **3-0**.

Motion by Arruda, seconded by King, to approve the non-public minutes of March 26, 2019 as written. The motion passed **3-0**.

APPROVAL OF MANIFESTS:

Motion by Arruda, seconded by King to approve the Manifest of April 9-15, 2019 in the amount of \$221,088.20. The Manifest breakdown is as follows: \$47,241.37 for Accounts Payable; \$26,699.85 for payroll; \$7,103.32 for payroll liabilities; \$15,039.66 for New Hampshire Retirement System; and \$125,000.00 for MES. The motion passed **3 -0**.

DISCUSSION ITEMS/NEW BUSINESS:

Open Sealed Bids for 3-year Auditing Services – Finance Director Stacey sent out RFPs for the next three-year auditing service contract. There were three sealed responses received:

Plodzick & Sanderson, PA opened by J. Shackford

2019: \$14,750

2020: \$14,850

2021: \$14,950

Roberts & Greene, PLLC opened by Arruda

2019: \$12,750

2020: \$12,950

2021: \$13,100

Vachon & Clukay Company PC opened by King

2019: \$14,000

2020: \$14,500

2021: \$15,000

Arruda made a suggestion that these be given to the Finance Director for review with the expectation that she will return to them with a recommendation at the next meeting in two weeks. All agreed.

Historical Society Basement Renovation – Historical Society’s Curator Karen Lord and President Linda Smith approached the Board with a request to make improvements to the basement in the Historical Society Building. These improvements would be to build a free-standing humidity-controlled room located in the basement. The basement in the building has been historically wet even since moving the building which does not allow for safe storage of their collection. This project is proposed to be paid for with grants and funds that have been raised by the society. Lord and Smith wanted to ask the Board’s permission for the renovation as it is a town building.

Arruda asked if there is an estimate for the project. Lord responded about \$20,000 with Smith adding they intend to apply for a Henney Preservation Grant which would be enough to seal the walls and floor, and add a door at the hatchway. Arruda and J. Shackford were in favor of the project with J. Shackford asking to see plans before the project begins. Arruda added that with a project of this cost it would be required to go out to bid.

Lord confirmed that the Board is in favor of the project, they should apply for the grant and bring more information about the project to the Board. J. Shackford agreed with sealing the walls and floor, and meeting again with the Board once more information is available.

Fire Department SOG#200002 Member Reimbursement – This item was tabled from the January 15, 2018 meeting. After paying out the 2018 points for the fire department members a concern of violating the “20% rule” came up. J. Shackford was of the understanding that stipends are paid out to some members, per SOG #200002, with additional points for reimbursements to all members except the Chief. Brooks respectfully modified the use of Shackford’s word reimbursement to stipend.

King explained that the stipend cannot be more than 20% of the cost to hire a full-time firefighter with health insurance and benefits. Clark explained that the value of a point changes annually based upon the number of people responding and number of members on the department.

Arruda questioned if the members should be received a W-2 or a 1099 at the end of the year. Cribbie is of the opinion that it should be W-2. Chief Clark noted there are opinions on both sides. Brooks stated it has been always done with 1099. Arruda suggested that we received advice as to the ramifications of changing. Cribbie suggested contacting other towns, ie. Freedom and Tamworth. J. Shackford agreed that Freedom does W-2 and has an amount of \$30,000 for stipends versus Madison’s \$47,000.

Brooks noted that we have time to review this issue because the 2019 year has already started. L. Shackford, with Brooks offering his assistance, will get advice on the ramifications of changing from 1099 to W-2 and report back to the Board.

Fire Department Plan of Action regarding RSA 281-A:17 – The Fire Department implemented a Plan of Action at their last meeting to meet the requirements of RSA 281-A:17 Firefighter and Heart, Lung, or Cancer Disease also know as the presumptive cancer law. The department has agreed to take measures to prevent illness potentially caused by poor ventilation, and unsafe storage and care of fire-fighting gear. Brooks wondered aloud who inspects departments for compliance and are there measures that can be taken to sufficiently clean the air at the fire house, or would such measures require a new building. King commented that if it ever came to be, he would rather see a new public safety building than putting significant funds into the current building.

Cyr, without moderating the fire department's need, noted that ventilation is an issue in the DPW garages too, as they are running trucks even more often.

Arruda noted that a plan of this scale needs to be on the CIP; Brooks questioned if it is actually necessary suggesting that an exhaust system is cheaper than a new building. Arruda asked where the timeframe, included in the Plan of Action, of 5-10 years came from. Cribbie stated NFPA guidelines.

Town Hall Siding – Shawn Bergeron has offered to personally donate the supply of equipment, with assistance from Coleman Rental, and the labor to power wash Town Hall. The Board was accepting and very appreciative of the offer. Director Cyr was amenable to offering some manpower from his department, depending on the scheduling. The only concern would be that our insurance will cover such an endeavor. L. Shackford will contact Primex and report back.

Charlotte Point/Winter Road Paving Request – A letter was received from Dick Eldridge of Charlotte Point which J. Shackford read aloud. The letter requests that Winter and Charlotte Point Road be tarred. Arruda cited the issue of not having the 50' of space necessary for such a project without taking land from abutters and removing huge pine trees along the roadside. J. Shackford noted that this has been a terrible year for road maintenance; adding that there has been a lot of good feedback regarding the great job that Director Cyr has been doing with Arruda and King agreeing with the compliment. King was not on the side of Eldridge's comparison to the amount of taxes paid on a particular road in regards to its maintenance, King feels all taxpayers are contributing to the town as a whole. Brooks noted that there is a formula used that compares maintenance to the traffic count on a road. The Board did not take any action on the letter.

Residential Energy Code Application – Code Officer Boyd supplied a copy of a new application for the Board's review and consideration of a fee. The application is basically a State of NH form customized to Madison. The reason this is necessary is that the State has passed this responsibility on to the towns. Arruda expressed his concern that in signing off on such a form puts the town as being responsible. The Board will need more information from Boyd before making a decision.

OLD BUSINESS – There was none.

Selectman Shackford's List – J. Shackford mentioned an article he read recently about total tax burdens by each state. New Hampshire was not in the top ten, but MA, ME and VT were in that top ten; New Hampshire was #1 for property tax burden.

Selectman Arruda's List – Arruda complimented the DPW on the great job citing recent snow removal in his neighborhood with the grader. Arruda implored residents to slow down as speed causes potholes.

Selectman King's List – King hoped to make residents aware that the latest school board meeting was interesting as he found that there is a deficit appropriation likely to occur. King recommended that residents keep themselves informed.

Administrator's List – L. Shackford asked for a head count on those attending the Ambulance Meeting in Freedom on Monday, April 22nd at 6pm. All three selectmen and the Fire Chief will attend. L. Shackford will inform the Town of Freedom and post appropriately. J. Shackford requested that Chief Clark review the last ambulance contract, prior to this coming meeting, to see if there are things that should be changed.

Chief Clark – There were recently \$3,824.00 of repairs made to the new fire truck. Chief Clark is in discussion about warranty coverage for the truck.

Tax Collector Brooks – The 2018 liens went on April 8th. Brooks informed the Board that there is still \$152,000 of 2018 taxes remaining unpaid; adding that there are 23 properties on the list for deeding in August. When the 2019 Tax Warrant is ready to go Brooks is prepared to accept it and get bills out.

SIGNATURE ITEMS

Manifest

Payroll & Accounts Payable Checks

Land Use Change Tax – Arthur 222-014 \$1,223.00

Charbonneau 222-019 \$526.00

Abatement – Maxwell 248-006 \$581.40

Tax Levy – Shields/Head 18-283-02-T \$2,258.23

Wage Scheduled Updated to April 2019

Oath of Office – Ronald Force, Alternate Advisory Budget Committee

Motion by King, seconded by Arruda to accept Ronald Force as an alternate to the Advisory Budget Committee. The motion passed **3-0**.

Personnel Policy Update #6 Salary Classification Plan

Confirmatory Deed to Peter and Mary Lentini 114-050

NEXT SELECTMEN'S MEETING – The next Selectmen's Meeting will be on Tuesday, April 23, 2019 at 5:30 p.m. at the Town Hall Meeting Room.

Respectfully Submitted,

Linda Shackford,
Town Administrator