

**BOARD OF SELECTMEN  
TOWN OF MADISON  
April 23, 2019  
MINUTES**

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

**Others Present** – Re-Vision Energy’s John Dunster and Elijah Garrison; Fire Chief Richard Clark; Assistant Fire Chief/Tax Collector Michael Brooks; EAC Member Russ Lanoie; Finance Director Su Stacey; Town Administrator Linda Shackford; EAC Co-Chair Madison TV Videographer Noreen Downs

**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 5:34 pm

**APPROVAL OF MINUTES:**

**Motion** by Arruda, seconded by King, to approve the minutes of April 9, 2019 as written. The motion passed **3-0**.

**APPROVAL OF MANIFESTS:**

**Motion** by Arruda, seconded by King to approve the Manifest of April 22-29, 2019 in the amount of \$239,479.59. The Manifest breakdown is as follows: \$28,398.04 for Accounts Payable; \$28,248.15 for payroll; \$7,833.40 for payroll liabilities; and \$175,000.00 for MES. The motion passed **3 -0**.

**PUBLIC COMMENT:** There were none.

**DISCUSSION ITEMS/NEW BUSINESS**

**Result of Three-year Auditor Bid Opening – Finance Director:** At the last meeting the Board opened sealed bids for a three-year auditor contract. These bids were passed on to Finance Director Stacey for her review and recommendation. Stacey made a recommendation to the Board to accept the bid of Roberts & Greene, our current auditor. Stacey pointed out that Roberts & Greene was the low bidder at \$5,000 less than the high bidder adding that the other companies charged for call backs. Stacey stated that Roberts & Greene change up their personnel sending different auditors each time.

**Motion** by Shackford, seconded by Arruda to stay with Roberts & Greene as the auditors based on a three-year contract. Stacey will contact Roberts & Greene for a contract to be signed at the next meeting.

**Discussion, Vote and Sign Lease Agreements for Excavator, Highway Truck, Police Cruiser and Fire Command Car**

– Finance Director Stacey present to the Board the paperwork for the financing of the four vehicles Town Meeting voted to purchase. The payments are purposefully scheduled to be payable in the middle of June as to assist with annual cashflow issues around that time. Arruda questioned the difference in interest rates for each vehicle. Stacey will ask and respond back to the Board.

**Motion** by Shackford, seconded by Arruda to sign the lease agreement paperwork out of session with King as a back-up signatory. The motion passed **3-0**.

**Revision Energy – Design Presentation -** John Dunster and Elijah Garrison met with the Board to review the progress of the solar array project. Dunster explained that the original idea was to bring power into the Town Hall but it is not 3-phase. It was decided that the best financial option is to extend from the street to a meter to be behind the town garage making an estimated saving of \$1,000/year over the first five years. At year six the estimated by out amount for the Town is \$247,000.00. Garrison described how metering works explaining that credits can be built up to offset charges. Downs asked if Re-Vision had run the financials for the garage versus Town Hall hookup. Dunster responded yes, the Town Hall's single phase could never allow a lower Power Purchase Agreement (PPA). Brooks asked how many panels would be in the array. He was answered by Garrison that there would be 284 panels screwed into the ground. Arruda asked for the project timeline. Garrison responded that the end of September is to goal for things to be going; with that Dunster asked if he could have a point person to negotiate and sign final terms. King volunteered noting he is already involved as an EAC member. Lanoie asked if a display will be available for the school? Garrison examined that the monitoring system is web-based and finds it best to work with the school's IT department on that. Arruda asked about the fencing. Garrison stated it is included in the project, however, it is a non-basis eligible cost which means that if the town can do it cheaper than having it in the project it works to the Town's advantage. The Board thanked Dunster and Garrison for their time.

**OLD BUSINESS:**

**Firefighter Stipends** – L. Shackford explained that as per direction at the April 9<sup>th</sup> meeting, she and Brooks called NHMA and reviewed documents from previous inquiries into the subject of W-2 versus 1099s for the fire department members. They were advised that as long as our auditors are satisfied with our practice we can continue as is. They were also told that switching to W-2 would change our volunteer members to employee status. Brooks suggested offering to the members estimated amounts of their 1099 earnings that they need to withhold for tax purposes. Arruda noted a good rule is 20%. The Board decided to make no changes.

**Town Hall Siding** – L. Shackford contacted Primex about the concerns of liability expressed at the April 9<sup>th</sup> meeting about having Shawn Bergeron cleaning the siding of Town Hall. Primex stated that this would not be covered under our insurance. However, if Bergeron were to donate the equipment and we supplied the labor, we would be covered. L. Shackford checked with the DPW Director and Foremen, they both agreed that they would provide the labor from their department. L. Shackford will contact Bergeron with the decision along with the Board's appreciation for his donation.

**Selectman Arruda's List** – Arruda requests from the Finance Director a snapshot of the current cashflow and asked that drawdowns be received at every regular meeting.

**Selectman King's List** – No items.

**Selectman Shackford's List** – J. Shackford felt the ambulance contract meeting held in Freedom the night before was well attended and productive. Brooks gathered the information for the draft RFP which was sent out today via email to the seven participating towns.

**Administrator's List** – L. Shackford mentioned that Valley Pride Day is May 4<sup>th</sup>. L. Shackford noted the next ambulance contract meeting will be held on May 20<sup>th</sup>; and suggested placing the review of the RFP on the next agenda. The Board agreed to the agenda item.

It was mentioned by Brooks that this Saturday, April 27<sup>th</sup> is Drug Take Back Day. Drugs will be collected between 10am and 2pm here at the Madison Police Department, also adding that the department will accept them all year-round.

## **SIGNATURE ITEMS**

Manifest

Payroll & Accounts Payable Checks

Elderly Exemptions: 112-007, 247-039, 115-008, 237-019, 233-079, 247-037, 108-007

Veteran's Credits: 228-008, 234-061

Yield Tax Levy: 246-008 McNair \$3,634.37

Excavation Tax Levy – Purity Spring 249-013 \$2.40

Notice of Intent to Excavate – Purity Spring Resort 249-013

Application for Current Use: 120-004 Goodwin-Rogers  
246-012 Corron

PSNH Petition and Pole License #45-0815

Abatement: 000-00A NHEC \$950.00

Notice of Intent to Excavate: Pike Industries, Inc 102-003

**6:30 PM** – J. Shackford made a **motion** to go into **Non-Public Session per RSA 91-A:3II (e)**

Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph and **Non-Public Session per RSA 91-A:3II (I)** Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

Roll call vote: King – aye; Arruda – aye; Shackford – aye

**6:40 PM** – J. Shackford made a **motion** to return to public and seal the minutes of the non-public session per RSA 91-A:3II(e) and (I), seconded by King and so voted **3-0**.

**NEXT SELECTMEN'S MEETING** – The next Selectmen's Meeting will be on Tuesday, May 7, 2019 at 5:30 p.m. at the Town Hall Meeting Room.

Respectfully Submitted,

Linda Shackford,  
Town Administrator