

**BOARD OF SELECTMEN
TOWN OF MADISON
December 29, 2020
MINUTES**

Selectmen Present – John Arruda, William T. Lord and Josh L. Shackford

Others Present –DPW Director Jon Cyr; Jr.; Police Chief Robert J. King, Jr.; Officers Mike Mosher and Jake Martin; Town Clerk/Assistant Fire Chief Michael Brooks; Town Administrator Linda Shackford; and MadTV Videographer Carol Dandeneau

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on January 6, 2020.

Meeting Called to Order – By J. Shackford at 4:30 pm.

APPROVAL OF MINUTES: Motion by Lord, seconded by J. Shackford, to approve the minutes and non-public minutes made public of December 15, 2020 as written. The motion passed **3-0**.

APPROVAL OF MANIFEST:

Motion by Lord, seconded by J. Shackford to approve the Manifest of December 28 - 31, 2020 in the amount of \$392,557.83. The manifest breakdown is as follows: \$147,538.66 for Accounts Payable; \$35,097.33 for payroll; \$9,921.84for payroll liabilities; and \$200,000.00 for Madison Elementary School. The motion passed **3-0**.

PUBLIC COMMENTS: There were none.

DISCUSSION ITEMS/NEW BUSINESS:

Encumbrances -

Dept	Line	Vendor	PO#	Description	\$\$
<u>FIRE</u>	Fire Budget	Dingee Machine		New Mack Chassis	\$55,000.00
	Vehicle Repair	Coastal Truck & Auto Body	Insur Claim	Repair of Engine 1 - Ins Reimburse	\$19,006.62
<u>GGB</u>	Projects	Bergeron Building	Insur Claim	Town Hall Siding Repair 1/2 bill	\$4,495.00
	Maintenance	R.H. Painting		Town Hall Interior Painting	\$10,500.00
<u>GGEQ</u>	Equipment	DELL Computers	2020-GGEQ	Executive Computers	\$3,041.86
<u>DPW</u>	Vehicle Repair	Viking-Clives	Insur Claim	Truck #3- Ins Reimburse	\$11,550.00
	Road Imprvmnt	Coleman		Asphalt Grinding	\$19,000.00
<u>Police</u>	Vehicle Maint	Northeast Auto Body	Insur Claim	Repair of 2017 Ford- Insur Reimburse	\$2,750.40

Motion by J. Shackford, seconded by Lord to set the encumbrances for 2020 at \$125,353.88 as per breakdown. The motion passed **3-0**.

2021 Budget Review – Arruda stated that the proposed operating budget for 20201 stands as \$2,990,479.00. The increase over 2020, with the ambulance line explanation of 1/3rd operating budget and 2/3rd warrant article, is an estimated increase of 3%.

2021 Warrant Review:

Article 2. To see if the Town will vote to authorize the Selectmen to enter into a 10-year lease/purchase agreement for One Hundred and Eighty-two thousand Eight Hundred and twenty-six dollars (\$182,826.00) for the purpose of leasing a new excavator using trade to reduce the lease payment and to raise and appropriate Twenty Thousand Seven Hundred and fourteen dollars (\$20,714.00) which will apply to the first year’s payment for that purpose. This lease agreement contains an escape clause and the Town will own at the end of the 10 years.

Article 3. To see if the Town will vote to authorize the Selectmen to enter into a 10-year lease/purchase agreement for One Hundred and Fifty-two thousand two hundred and forty dollars (\$152,240.00) for the purpose of leasing a new loader using trade to reduce the lease payment and to raise and appropriate Seventeen Thousand Two Hundred and ninety-nine dollars (\$17,299.00) which will apply to the first year’s payment for that purpose. This lease agreement contains an escape clause and the Town will own at the end of the 10 years.

Articles 1 and 2 will be spoken to at Town Meeting by Director Cyr. Cyr stated that the loader is a 2005 and the roll cage is rusted and unsafe adding that the construction of a shelter or pole barn would greatly extend the life of vehicles. Cyr hopes to find grants that could fund a project that would assist in the construction of a salt/sand shed.

Article 4. To see if the Town will vote to raise and appropriate the sum of Two Million Nine Hundred and ninety thousand Four Hundred and seventy-nine dollars (\$2,990,479.00) for general Town operations with discussion and amendments to be considered line by line.

	2020 Approved	2020 Expended	2021 Proposed
Ambulance	\$ 21,869.00	\$	\$ 106,350.00
Animal/Pest Control	\$ 1,975.00	\$	\$ 2,300.00
Assessing	\$ 39,980.00	\$	\$ 37,600.00
Building Inspection	\$ 38,141.00	\$	\$ 39,262.00
Conservation Commission	\$ 4,850.00	\$	\$ 4,850.00
Direct Assistance	\$ 13,025.00	\$	\$ 9,525.00
Department of Public Works	\$ 893,746.00	\$	\$ 932,563.00
Election, Registration, Vital Statistics	\$ 10,860.00	\$	\$ 7,150.00
Emergency Management Dept.	\$ 6,001.00	\$	\$ 6,001.00
Executive	\$ 128,151.00	\$	\$ 128,153.00
Financial Administration	\$ 146,258.00	\$	\$ 153,450.00
Fire Rescue	\$ 170,950.00	\$	\$ 173,100.00
General Government Buildings	\$ 130,675.00	\$	\$ 130,675.00
General Government Equipment	\$ 12,600.00	\$	\$ 12,600.00
Insurance	\$ 99,177.00	\$	\$ 99,177.00

Interest - Tax Anticipation Notes	\$ 1.00	\$	\$ 1.00
Legal	\$ 17,300.00	\$	\$ 12,000.00
Library	\$ 82,670.00	\$	\$ 84,542.00
Madison PEG TV	\$ 28,467.00	\$	\$ 28,500.00
Notes Due	\$ 98,260.00	\$	\$ 98,260.00
Patriotic Purposes	\$ 1,525.00	\$	\$ 1,525.00
Personnel Administration	\$ 517,554.00	\$	\$ 555,946.00
Planning Board	\$ 18,950.00	\$	\$ 13,950.00
Police	\$ 313,132.00	\$	\$ 329,314.00
Street Lighting	\$ 3,925.00	\$	\$ 3,925.00
Zoning Board	\$ 19,760.00	\$	\$ 19,760.00
TOTAL	\$ 2,819,802.00	\$	\$ 2,990,479.00

Article 5. To see if the Town will vote to raise and appropriate the sum of two hundred thousand dollars (\$200,000.00) for paving and road improvements of Town roads including but not limited to ROAD NAMES. 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, 2025, whichever is sooner.

Cyr has plans for Fox Road, King Pine Road and High Street.

Article 6. To see if the Town will vote to authorize the Selectmen to enter into a 7-year lease/purchase agreement for one hundred and twenty-one thousand (\$121,000.00) for the purpose of leasing a new Highway Truck with dump body, plow, frame and sander and to raise and appropriate the sum of Nineteen Thousand and fifty-one dollars (\$19,051.00) of which will apply to the first year's payment for that purpose. This lease/purchase agreement contains an escape clause and the Town will own at the end of the 7 years.

This is the same 5500 truck purchased in 2019.

Article 7. To see if the Town will vote to authorize the Selectmen to enter into a 5-year lease/purchase agreement for Fifty Thousand Four Hundred and seven dollars (\$50,407.00) for the purpose of leasing an outfitted Police Cruiser and to raise and appropriate Ten Thousand Eight Hundred and ninety-nine dollars (\$10,800.00) of which will apply to the first year's payment for that purpose. This lease agreement contains an escape clause and the Town will own at the end of the 5 years.

Article 8. To see if the Town will vote to authorize the Selectmen to enter into a 5-year lease/purchase agreement for Forty Thousand Four Hundred and forty dollars (\$44,140.00) for the purpose of leasing an outfitted Police Cruiser and to raise and appropriate Nine Thousand Five Hundred and twenty-two dollars (\$9,522.00) of which will apply to the first year's payment for that purpose. This lease agreement contains an escape clause and the Town will own at the end of the 5 years.

Chief King will speak to numbers 7 and 8 as to why the request for two vehicles in one year.

Article 9. To see if the Town will vote to authorize the Selectmen to enter into a 7-year lease/purchase agreement for One Hundred and Twenty-Nine Thousand dollars (\$129,000.00) for the purpose of leasing Rescue Truck Chassis and to raise and appropriate Twenty thousand Three Hundred and twelve

dollars (\$20,312.00) which will apply to the first year's payment for that purpose and to use \$55,000 of funds encumbered from the 2020 budget. This lease agreement contains an escape clause and the Town will own at the end of the 7 years.

The Fire Department will speak to this article at Town Meeting. The \$55,000 encumbrance was approved earlier in the meeting. Arruda directed that the encumbrance come from one line of the budget to show it easily as opposed to taking it from several lines. It was suggested that the line used by new equipment.

Assistant Fire Chief Brooks suggested that when it comes time to secure the leases see if lumping them together could allow for better rates.

Article 10. To see if the Town will vote to raise and appropriate twenty-five thousand dollars (\$25,000.00) to be placed in the previously established Highway Heavy Equipment Expendable Trust Fund.

Article 11. To see if the Town will vote to raise and appropriate twenty thousand dollars (\$20,000.00) to be placed in the previously established Assessing Expendable Trust Fund.

Article 12. To see if the Town will vote to raise and appropriate twenty-five dollars (\$25,000.00) to be placed in the previously established Transfer Station Capital Projects Expendable Trust Fund.

The current balance is \$37,800. The next project planned it covering the compactors and installation of a cardboard compactor.

Article 13. To see if the Town will vote to raise and appropriate the sum of four thousand dollars (\$4,000) for the fireworks show during Old Home Week.

Article 14. To see if the Town will vote to raise and appropriate up to the sum of XXX dollars (\$xxxxx) to be placed in PEG TV Expendable Trust Fund this sum to come from the unassigned fund balance which represents unused franchise fees.

Once the books are closed for 2020 the balance will be entered.

Article 15. To see if the Town will vote to raise and appropriate the sum of five thousand dollars (\$5,000.00) to be added to the previously established Capital Reserve Fund for land acquisition and conservation purposes.

Lord noted that this was put on by the Selectmen with the Conservation Commission's agreement to assist in the repair of the dam and boat ramp.

Article 16. To see if the Town will vote to discontinue the Fire Truck Capital Reserve Fund created in 1996. Said funds with accumulated interest to date of withdrawal, are to be transferred to the Town's general fund.

Article 17. To see if the Town of Madison will vote to authorize the Selectmen to appoint two (2) volunteer representatives from the Town to serve on the "Communications District Planning

Committee” for the purpose of drafting a “Communications District Agreement” under RSA Chapter 53-G – Communications Districts?

Arruda stated that this article does not have any monetary value but entertain the request with “eyes wide open” as it could lock the Town into a multi-town agreement that could cost money.

Assistant Fire Chief Brooks asked the Board to consider the addition of another article. Article #19 on the 2020 Warrant approved the purchase of fire hose. \$11,540 of hose was not purchased because supply was not available due to COVID. Brooks asked the Board to put up an article for \$12,000 for the purpose of purchasing fire hose. Brooks asked if it could be run by the Town Attorney to see if Unreserved Fund Balance could be used so as to not to have new taxation. Arruda was of the opinion that if \$55,000 could be found in the 2020 fire department budget for the purchase of rescue truck chassis, then \$11,000 could be found for fire hose this year in new equipment. Lord asked how much hose is needed. Brooks stated there is a need for more hand lines. The Board did not agree to put the article on the warrant.

OLD BUSINESS – No old business

Selectman Shackford’s List – No items

Selectman Arruda’s List – No items

Selectman Lord’s List – No items

Administrator’s List – L. Shackford asked the Board to decide what date they would like to hold the Public Budget Hearing. The Board decided it will be Tuesday, February 2, 2021 at 7:00pm at the elementary school. L. Shackford asked for a date to hold the public hearing for the changes to the Budget Ordinance. It was decided that it would be held at a regular meeting on the night of Tuesday, February 9, 2021.

The capacity of the gymnasium discussion commenced regarding social distancing for upcoming hearings and meetings. It was questioned if it is 6’ distance or a mask; or 6’ distance and a mask. This would make a difference as to the number allowed in the gym. J. Shackford is of the opinion that we move ahead with hearings and Town Meeting like any other year.

Town Clerk Michael Brooks brought to the Board attention the actions of a second homeowner in town having made a request for Facility Permits for ineligible family members. L. Shackford explained to the owner at least twice why those family members are not eligible and was met with grief from both the owner and the adult child. The owner then attempted to acquire facility permits through Brooks to be met with the same answer. The owner would like to hear from a Selectman regarding this and Brooks offered the owners phone number to the Board. Chief King offered to call the owner.

SIGNATURE ITEMS

Manifest

Payroll & Accounts Payable Checks

Auditor Management Representation Letter

Abatement: Town of Madison \$269.00

Heath Officer Nomination Form

Purchase Requisition: Overhead Door Options 2020-DPW-018 \$1,250.00

Oath of Office: Justino Fernandes ABC Alternate

5:18 PM - Shackford made a **motion** to go into **Non-Public Session per RSA 91-A:3II (a)** The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

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

5:45 PM – Arruda made a **motion** to return to public session and make public the minutes under RSA 91-A:3II (c) seconded by Lord and so voted **2-0**.

5:45 PM – Arruda made a **motion** to adjourn, seconded by Lord, and so voted **2-0**.

NEXT SELECTMEN’S MEETING – The next Selectmen’s Meeting is scheduled for January 12, 2021 commencing at 4:30pm in the lower level of Town Hall.

Respectfully Submitted,

Linda Shackford,
Town Administrator