

**BOARD OF SELECTMEN
TOWN OF MADISON
May 3, 2022
MINUTES**

Selectmen Present – Josh L. Shackford, Michael A. Mauro, John Arruda

Others Present – TC/TC Fire Chief Michael Brooks; Town Administrator Linda Shackford; DPW Director Jon Cyr; Chief Robert J. King, Jr.; Officers Jake Martin and Michael Mosher; Recreation Committee Member Adam Price; Residents/Taxpayers/others Nick Borelli, Nordel Gagnon, Stephan Wirth, Bill Dempster, Paul McKenna; MadTV Videographer Carol Dandeneau

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on December 23, 2021.

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

APPROVAL OF MINUTES:

Motion by Mauro seconded Arruda by to approve the minutes of the April 19, 2022 as written. The motion passed **3-0**.

APPROVAL OF MANIFEST:

Motion by Mauro, seconded by Arruda to approve the Manifest of May 2 - 12, 2022 in the amount of \$253,830.84. The manifest breakdown is as follows: \$125,553.43 for Accounts Payable; \$33,851.15 for payroll; \$10,089.84 for payroll liabilities; and, \$84,337.00 for MES. The motion passed **3-0**.

PUBLIC COMMENTS: There was none.

DISCUSSION ITEMS/NEW BUSINESS:

Ledge Pond Road Agreement – J. Shackford reiterated discussion from previous meetings that lead to the letter to Mr. Coleman regarding the status of Ledge Pond Road. J. Shackford read it aloud:

Dear Mr. Coleman,

The Madison Board of Selectmen, at our meeting on November 30, 2021, determined that Ledge Pond Road is not a Class VI road and instead is a private road.

The Board made this decision based upon information compiled by Attorney Andrew P. Pierce of Hastings Malia P.A. in a letter with supporting documents dated November 19, 2018. This letter and supporting documents satisfactorily exhibited to the Board that there is no evidence that any part of Ledge Pond Road has ever been a public road.

The Town will make adjustments to the tax maps to reflect that Ledge Pond Road is private.

Arruda reviewed the minutes and the supporting documentation and concurs with the decision. The Board signed the letter.

VDOE Restoration of Involuntarily Merged Lot 101-020 – J. Shackford reminded all that at the meeting on April 19th the Board reviewed the documents that supported the restoration of these lots and agreed to restore them formally at this meeting.

Motion by J. Shackford, seconded by Mauro to restore an involuntarily merged lot, now known as Map 101 Lot 020, to its 1966 plan configuration as per Carroll County Registry of Deeds Book 13 Page 100.

This lot will now be known as Map 120 Lot 020 and Map 101 Lot 020-001. The Boundary Plan of Land prepared by Briggs Land Surveying that reflects the change shall be recorded at the Carroll County Registry of Deeds. The motion passed **3-0**.

Wirth - Class VI Eben Farm Road Maintenance Request – Stephan Wirth, owner of Map 114 Lot 074, approached the Board with a request to make improvement to Class VI Eben Farm Road. Wirth sent an email dated 04/22/2022 that lists the proposed improvements and photographs that include:

1. Install a new culvert to divert water that currently saturates the road, making it muddy and nearly unpassable.
2. Dig some roadside ditches to divert water away from the road surface.
3. Spread gravel on some portions of the road to improve driving conditions.

Cyr asked that pictures be taken before and after improvements and reminded the applicant that the road needs to be left in a condition that is the same or better than it is now. Cyr feels that these improvements are suitable for the needs of the area. The Board was in agreement with the project and copies of correspondence, these minutes and pictures will be placed in the property folder to document the agreement.

Historical Society Maintenance/Roof – The Historical Society expressed some concerns that the roof at the society may need some attention. There is no leaking presently. Cyr volunteered to take Swift with him and evaluate the situation.

OLD BUSINESS: There was none.

Selectman Arruda's List – Arruda asked Cyr for an explanation of the invoice received from Eco-Maine as he has seen the Town receive revenue checks from them but not invoices for payment. Cyr explained that we receive checks for the cardboard but have to pay to dispose of plastic to which Arruda responded that the amount of man power and trucking that goes into the plastic, it doesn't seem right to have to pay. Cyr responded that it is the best we can do in the current market. Arruda has received comments that the lake level may be too high to which Cyr responded that the recent rain may be the cause.

Selectman Mauro's List – Mauro walked the school path project with Cyr prior to this meeting. The plan looks good and affordable. The project will use I-beams for the construction of a bridge. The bridge will not need a culvert installed and therefore no permit from DES is necessary. Mauro sees this as a great way to protect the elementary school students. Cyr noted that Shawn Bergeron is working on the spec for the bridge that will use precast headwalls that the Town already has in stock.

Department Heads' List:

Chief King – King brought to the Board's attention \$50,000 in GOFERR grant monies available, with a 10% match, that are available for the purchase of safety equipment. King proposes the purchase of a boat for patrolling of Silver Lake citing the ability to answer calls for camping on the island, firework and parties on the beach. Shackford was in favor of the idea. King estimated a purchase price of \$20,000 for a vessel. The online deadline for submission of June 3, 2022.

Shackford suggested seeing if the same grant can be used for covering of the compactors at the Transfer Station. Mauro can see where making sure that patrons that the use the compactors are safe. It was estimated that both projects could be done within the grant funds.

Director Cyr – Cyr presented to the Board the paving numbers for 2022 from Bryant Paving. The agreement to extend our contract made earlier in the year has now come in with a tonnage price of \$88.67 which was an increase from the \$76.00. The contract included a provision that allowed for the price increase. Cyr’s 10-year plan for paving used an \$82.00/ton average in his calculations. Cyr asked if he should continue with the paving plan already in place, or make adjustment based upon the price. Arruda was of the opinion that we have the money all ready in place in the budget and as a warrant article and would like to move forward. The Board agreed to the new price and to move forward with the paving as planned for 2022. Cyr also spoke to:

- The culvert under the road at the beginning of East Madison Road, on the Rte 113 end, has failed and needs to be replaced. The cost of the 36” culvert for the project is \$17,680. Cyr would like to get a verbal approval from the Board to be able to order it. The Board agreed and asked Cyr to order the culvert and catch basins. This project will be funded from ARPA grant funds.
- Cyr and Brooks met with the project manager of 363 Danforth Lane via ZOOM regarding the owners plans for improving the road at the Class VI end. J. Shackford feels that their first step should be coming before the Selectmen to ask permission to make improvement to the Class VI road. Brooks noted that the Planning Board governs the standards of the road and it would have to be built to the plans done by the Town that includes the cul-de-sac. Cyr was simply putting the project of the Board’s radar.

Recreation Committee’s List – Price informed that Board that the Rec Committee has plans to hire three people to run the program this year. One director at a stipend of \$6,000 and two assistants at \$3,800 each. An advertisement would be for the assistant positions as Susan Hirtle is being recommended by the Rec Committee as the director to which the Selectmen were in favor. Price also brought to the Board:

- The Committee’s consideration of a swim program with instructor.
- Looking into rain date venues that include the Village Store, the school and library. Brooks suggested a tent too.
- The preliminary registration form is in the works and the fee is \$300.00 for the first child, \$275 for the second and \$250 for any additional children.
- They hope that there will be parental volunteers, especially for rainy days. Pottery and Believe in Books are a couple of rainy day ideas.
- The dates are June 20th – August 5th.

Motion by Shackford, seconded by Mauro to hire Susan Hirtle as the Recreation Department Director for \$6,000 and two assistant directors at \$3,800 each. The motion passed **3-0**.

- Brooks suggested Recreation Department members can attend CPR classes with the fire department crew.
- Price asked the Board to appoint Nancy Martin as a full-member from her present status as an alternate as Penza had to resign.

Motion by Shackford, seconded by Mauro to elevate Martin to the full-member of the Recreation Committee. The motion passed **3-0**.

- Price is aware that the Town has funds for the ball fields and pavilion. Price has arranged to meet with Jake Boewe to go over the plans and make a materials list. Brooks feels there would be no problem getting it built as there are a lot of local hands willing to volunteer to help offset

costs. Price wondered if there are any grants available for the construction of the pavilion with Brooks suggesting reaching out to our local state representative with that question. It was mentioned that ARPA funds could be a great possibility for funding.

- Price is trying to solicit fund raising for the Recreation Program by offering the advertising signs on the ballfield fence.

King has sent soil samples out UNH for testing but have not received the results yet. King did some dethatching of the upper field, found a bee's nest, and hopes to run a landscape rake over it soon, add lime and seed. Concern that the field have already been reserved for games had Shackford suggest that it only be aerated and limed, that would allow the games to proceed and seeding can be done after the season is done. J. Shackford asked if there is an irrigation plan for the ballfield that can be done with Bernie Edwards. Cyr suggested getting three prices on the project with Brooks hoping Edwards can help us with the project.

Selectman Shackford's List – The Selectmen have hired a new Town attorney and J. Shackford would like to send him copies of our latest zoning ordinance to get an opinion on the ordinance as related to STRs. The Board was in agreement with this.

Arruda noted that we are the 34% point in the year with 31% of the budget spent.

Administrator's List – L. Shackford informed the Board that the rescue truck being worked on at Dingee needs to be paid for work done to date. The lease with Tax Exempt Leasing needs a signature to make that payment however the paperwork will not be available until tomorrow. L. Shackford asked the Board to approve a signature out of session to get that payment made. The Board agreed with signing it out of session.

There are bills due to be paid to Coleman and Burke Quarry in the amount of \$1,511.06 for supplies related to the boat ramp project. Coleman will be paid \$215.47 for stone with the Town being reimbursed to the gravel line for \$1,295.59 that was already paid to Burke Quarry. The Board was in agreement with these payments being made from the Land Use Change Tax account as part of the boat ramp project.

Fire Chief Brooks – The rescue truck is coming along per schedule with its next stop in Portland to be re-programmed to stop the shut off for the generator and allow it to function which will keep the pumps working during service. Brooks also reported:

- The mezzanine project is complete at the station to be funded from General Government buildings as approved at a prior meeting.
- The Forestry vehicle pump was having troubles because the crank case filled with gasoline; it appears to be running ok after some attention.
- The Madison Fire trucks were in the back drop on WMUR at the Red Jacket Hotel fire. Five of Madison's members assisted in stopping the spread of the fire.
- Brooks put on his Tax Collector hat and announced that we collected \$140,000 in tax revenue last week.

King would like to participate in the municipal auction that is coming up to enter some light bars that are of no use to the department any longer. Cyr joined in and has some unused plows that could be brought to auction too. The items need to be dropped off next Wednesday or Thursday. The Board was in agreement. King also has several thousands round of ammunition that cannot be used by the

department that he would like to bring to a dealer to get money for. The Board was in agreement with the sale of the ammunition.

The old escape Code car and the old explorer DPW car need to be disposed of and the Board agreed to have them posted to Facebook Marketplace, instead of paying to advertise in the paper, as a sealed bid with no minimum. The opening of those bids will be at the May 31st meeting.

SIGNATURE ITEMS:

Manifest

Payroll & Accounts Payable Checks

Abatements: 256-013 Dubois – Denial

205-048-008 Doucette – Approval \$567.61

BTLA Settlement & Abatement: Blomquist Map 128 Lots 7, 8, 9, 10 \$396.61

Land Use Change Tax Release: 232-012 \$0.00

Notice of Intent to Cut: 246-013 Fadden

Notice of Intent to Excavate: 232-037 Drew

232-038 Drew

102-003 Pike Industries

Excavation Levy Tax: 232-037 Drew \$313.50

232-038 Drew 15.00

102-003 Pike Industries \$285.04

Purchase Requisition: 2022-POLI-002 AAA Police Supply \$516.00

2022-POLI-004 Witmer Public Safety Group \$647.02

2022-POLI-007 Advanced Electronic Design \$2,868.36

Stantec 2022 Water Transfer Station Water Quality Monitoring Proposal

6:04 PM – J. Shackford made a **motion** to go into **Non-Public Session per RSA 91-A:3II (b)** The hiring of any person as a public employee.

Roll call vote: J. Shackford – aye; Mauro – aye; Arruda – aye

6:22 PM – Mauro made a **motion** to return to public session and seal the minutes under RSA 91-A:3II (b) seconded by J. Shackford and so voted **3-0**.

6:22 PM – Mauro made a **motion** to adjourn, seconded by Arruda, and so voted **3-0**.

NEXT SELECTMEN’S MEETING – The next Selectmen’s Meeting is scheduled for May 17, 2022 commencing at 4:30 pm at the Madison Town Hall meeting room.

Respectfully Submitted,

Linda Shackford,
Town Administrator