

**BOARD OF SELECTMEN  
TOWN OF MADISON  
August 23, 2022  
MINUTES**

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

**Others Present** – TC/TC Fire Chief Michael Brooks; Town Administrator Linda Shackford; Chief Robert King, Jr.; Officer Jake Martin; Foreman Justin Chick; Code Officer Bob Boyd; Rec Chairman Adam Price; MadTV Videographer Carol Dandeneau; Residents/Taxpayers/others

**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 4:24 pm.

**Motion** by Shackford to enter **Non-Public Session per Non-Public Session per RSA 91-A:3II (c)** Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

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

**4:34PM** – J. Shackford made a **motion** to return to public session and seal the minutes under RSA 91-A:3II (c) seconded by Mauro and so voted **3-0**.

**Pledge of Allegiance:** J. Shackford led all in attendance in reciting the Pledge.

**APPROVAL OF MINUTES:**

**Motion** by Mauro, seconded by Arruda to approve the minutes of the August 9, 2022 as written. The motion passed **3-0**.

**APPROVAL OF MANIFEST:**

Motion by Mauro, seconded by Arruda to approve the Manifest of August 22-25, 2022 in the amount of \$720,492.44. The manifest breakdown is as follows: \$48,067.68 for Accounts Payable; \$39,267.96 for payroll; \$13,241.48 for payroll liabilities; \$19,915.34 for NHRS and \$600,000 for MES. The motion passed **3-0**.

**PUBLIC COMMENTS:** J. Shackford asked for comments, there were none made at the time, please see end of minutes.

**DISCUSSION ITEMS/NEW BUSINESS:**

**Tax Collector Deeding** – Tax Collector Brooks approached the Board with three parcels that he did not receive payment of taxes prior to the noon deeding deadline. Brooks asked for the Board’s direction on how to handle the following properties:

Map 103 Lot 072 – Brooks explained that the owners of this parcel are deceased and the family stated they had no intentions of paying the taxes and expected it to be taken by the Town.

The Board agreed to deed the property;  
Map 121 Lot 002 – Brooks is of the understanding that a waiver will be granted for this property, the Board confirmed that understanding;  
Map 112 Lot 006 – Brooks has not heard from the family of the deceased owner after extra efforts made to contact them. An abutter to the property has contacted the Board with an interest to purchase the property. The Board agreed to deed the property.

**Motion** by J. Shackford, seconded by Mauro to sign the two deeds and one waiver out of session. The motion passed **3.-0**.

**Jesse Shackford** – Shackford read a statement aloud expressing his desire to again be included in the process of a replacement DPW Director. Shackford was a member of the hiring committee a few years ago and would like to assist again hoping to ensure that the new position does not return to popularity and crisis management practices.

**Doug Prescott with Elevator Proposal** – Prescott submitted a written proposal asking the Board to appoint a feasibility committee to look into an elevator for Town Hall. There is money around for infrastructure improvements and Prescott proposes that an elevator could allow the second and third floors to be used for meetings, storage and offices.

J. Shackford and Arruda recall talk of an elevator with Arruda remembering that it came with a proposed price of \$495,000 fifteen years ago. J. Shackford is in favor of a committee that could look into “free” money for such a project asking Prescott if he would be willing to strike up the committee. Prescott wouldn’t mind being the administrator and will work with L. Shackford about possible membership.

**Capital Improvement Program (CIP) 2023-2028 Review** – The CIP was updated for the 2023-2028 years with the Board reviewing the changes. Arruda sees a skid steer on the list for the Transfer Station but cannot see the benefit and suggests its removal. J. Shackford agreed and spoke of making repairs to the 416 backhoe at the Transfer Station. The Board was in agreement with the change.

Chief King has been thinking about the use of the old mechanic garage as a possible police station and would like to jump on the building committee idea. Arruda can envision the police department having the entire first floor of Town Hall if access to the third floor was gained with an elevator.

Price suggested the Board vote to establish a building committee tonight. J. Shackford would like to see a list of some interested people before making such a move.

It was suggested to add a Building Project line to the CIP.

**East Madison Road Reclaiming** – Bryant’s Paving gave an estimate of \$27,400 for the reclaiming of East Madison Road from the junction of Route 113 and the first bridge. (See motion later in meeting) The idea of paving a 12’ section in front of the Historical Society for parking was discussed. J. Shackford read an email from abutter Jim Johnson that brought to light issues with congestion when patrons park in front of the building. Johnson added that the other neighbors are not in favor of allowing parking there either. The parking area idea was tabled with no action being taken.

Mauro asked Chick about adding the paving of a section of the Fire Department parking lot in front of the generator shed when Bryant’s is in town.

**ARPA Funds Update** – L. Shackford did not have the updated figures for this meeting. There are funds still in the line that has not been spent or accounted for.

**Transfer Station Fence** – Arruda has removed the fencing at the Transfer Station in front of the compactors because it was causing a tripping hazard. Arruda and Chick have found a suitable replacement that will provide the necessary caution awareness.

The idea that has been in the works for covering the compactors so no water and snow get in was discussed. The roof idea would need engineered plans for the necessary steel supports.

**Gasoline Supplier** – L. Shackford stated that Eastern Propane and Oil will no longer be in the business of delivering gasoline to customers. They have recommended a company from Massachusetts that is willing to supply us. The Board would rather look into local vendors and would like to keep getting gasoline deliveries versus using the State pumps out on Route 16. Arruda expressed his concern about a vendor delivering to tanks that they have not certified.

**OLD BUSINESS:**

**Personnel Policy Change** - The Board again reviewed a change to the Personnel Policy, that were discussed at the August 9<sup>th</sup> meeting, regarding Town of Madison Property which will be changed to read:

Town of Madison property of any type or value shall not be used or removed from Town’s premises without written authorization of the ~~Selectmen~~ *Department Head and notification to the Board of Selectmen*. All Town of Madison equipment, memoranda, records, communications, computer data, disks, or other documents made or compiled by you or made available to you in connection with the business of the Town shall be delivered to the Town of Madison promptly upon your termination or at any other time upon request.

**Motion** by J. Shackford, seconded by Mauro to amend the Town of Madison Property section of the Personnel Policy to read:

Town of Madison property of any type or value shall not be used or removed from Town’s premises without written authorization of the Department Head and notification to the Board of Selectmen. All Town of Madison equipment, memoranda, records, communications, computer data, disks, or other documents made or compiled by you or made available to you in connection with the business of the Town shall be delivered to the Town of Madison promptly upon your termination or at any other time upon request.

The motion passed **3-0**.

**Selectman Arruda’s List** – The budget is tight being at the 64% point of the year with 63.4% spent. The Transfer station is not out of summer mode yet with a considerable amount of \$5 bags being brought to the facility. The revenues so far this year of all sources for the facility is \$39,291.00. A list of signage for the facility is in the works to assist patrons better.

The drainage issue at the Head of the Lake has come to light again with Arruda feeling it is not a big deal to do the 15’ of sidewalk. Arruda feels this project is worth looking into. Mauro was of the understanding that the State had put this project on the back burner.

Arruda said Chick is looking into vendors about the rehab of the 416 backhoe at the Transfer Station. Mark Forde of Diesel Works is going to be mowing the cap the first or second week in September and Arruda will ask him if he is interested in quoting a rehab of the 416; Mobile Mike was another vendor suggested.

A complaint about the condition of the porta-potty at the Foot of the Lake Beach prompted Arruda to direct that two units be in place next summer.

The Rec Department has made plans to clean out the second floor on the morning of Monday, August 29. Arruda asked that a 1-ton be made available to take the items to the Transfer Station before noon that day.

Arruda asked to have a review of the town vehicle fleet report on the next agenda.

**Selectman Mauro's List** – The list of missing street signs has been ordered.

**Selectman Shackford's List** - J. Shackford said that Shawn Bergeron has been working with the Town to button up projects around Town that include:

- The handrail for the steps to the Cascades at the Historical Society are installed;
- The specs for the beam for the bridge between the school and Burke Field is being reviewed;
- Bergeron will meet with Dave Swift to talk about the repairs needed to make the bridge at the dam safe for the snowmobilers this winter. J. Shackford knows the snowmobile club will help if they can.

**Recreation Committee's List** – Price stated that soccer registration ended August 19<sup>th</sup> and the season with Freedom and Tamworth will begin on September 12<sup>th</sup>. The Rec Program has received \$1,400 in donations.

**Department Heads' List:**

*Chief King* – Noting car accidents that happened out on Route 16 recently, King stated that he will be involved in a public hearing regarding that issue. King also noted:

- The two old SUV are ready to be put out to bid. The explorer and expedition will be offered out for sealed bids to be opened at the September 6<sup>th</sup> meeting.

*Foreman Chick* – The quote for the outfitting of the new truck at a cost of \$55,000 was reviewed. Chick stated that we can get on their schedule for the truck to be worked on the end of September through mid-October.

**Motion** by J. Shackford, seconded by Mauro to sign the agreement with HP Fairfield to outfit the new truck for winter. The motion passed **3-0**.

Chick asked the Board to officially commit to having the paving of East Madison Road done.

**Motion** by J. Shackford, seconded by Mauro to agree to have Bryant's Paving do the paving on East Madison Road for \$27,400. The motion passed **3-0**.

The Town is the recipient of approximately \$50,000 in grant funds for repair of bridges. J. Shackford asked the Board if they agreed to having Chick look into vendors that could complete improvement to the guard rails on East Madison Road and East Shore Drive. All were in favor.

*Chief/Tax Collector/Town Clerk Brooks* – Due to an email snag Brooks asked the Board to consider signing out of session purchase requisitions for the testing of air packs and supplies.

**Motion** by Mauro, seconded by J. Shackford to sign out of session purchase requisitions for the testing of the air packs. The motion passed **3-0**.

Brooks presented to the Board the two deeds and a waiver for signatures. The Board signed the documents to which J. Shackford noted that the waiver is an agreement for only two week's time.

**Administrator's List** – L. Shackford listed two public hearing coming up in September. On the 6<sup>th</sup> a hearing to accept the unanticipated funds from the Block Grant will be held and on the 20<sup>th</sup> a hearing for the petitioned layout of Danforth Lane.

**SIGNATURE ITEMS:**

Manifest

Payroll & Accounts Payable Checks

**Motion** by Shackford to enter **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: J. Shackford – aye; Mauro – aye; Arruda – aye

**PUBLIC COMMENT:** Jim Ellis of 44 Bern Drive asked for time to speak about what he and his family feel are the upsetting changes to the facility permit policy. Ellis sent to the Board a copy of a Trustee Certificate that he feels allows his four daughters to be eligible for stickers however L. Shackford does not agree and will not issue the facility permits. J. Shackford stated that the Board will ask Town Counsel to review. Ellis welcomed the review and asked the Board to evaluate somehow for him to get satisfaction on this issue.

The Board then entered the Non-public session announced prior to public comment.

**5:50 PM** – J. Shackford made a **motion** to return to public session and seal the minutes under RSA 91-A:3II (a) seconded by Mauro and so voted **3-0**.

**6:20 PM** – J. Shackford made a **motion** to adjourn, seconded by Mauro, and so voted **3-0**.

**NEXT SELECTMEN'S MEETING** – The next Selectmen's Meeting is scheduled September 6, 2022 commencing at 4:30 pm at the Madison Town Hall meeting room.

Respectfully Submitted,

Linda Shackford,  
Town Administrator