

**BOARD OF SELECTMEN
TOWN OF MADISON
November 15, 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.; Foreman Justin Chick; DPW Dave Swift; Rec Program Adam Price; MadTV Videographer Carol Dandeneau; members of the public

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.

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 November 11, 2022 as written. The motion passed **3-0**.

APPROVAL OF MANIFESTS:

Motion by Mauro, seconded by Arruda to approve the Manifest of November 14-27, 2022 in the amount of \$278,320.46. The manifest breakdown is as follows: \$21,316.59 for Accounts Payable; \$29,688.68 for payroll; \$8,885.44 for payroll liabilities; \$18,429.75 for NHRS and \$200,000 for MES. The motion passed **3-0**.

PUBLIC COMMENTS: Shawn Bergeron approached the Board regarding former discussion about the layout of Churchill Road's center line. The Board was in agreement that they needed to have their feet on the ground in the area and see the location. Bergeron asked for suggested times for next week with the Board offering next Tuesday or Wednesday after 2:30pm. Bergeron will reach out to L. Shackford with a time. Sharon Schilling asked that abutters be informed of the meeting to which L. Shackford responded that the public will be informed by its public posting.

DISCUSSION ITEMS/NEW BUSINESS:

Noreen Downs Brine System – Downs asked for clarification regarding the use of the brine system by the DPW for the upcoming winter season. It was Downs' understanding that the system was not going to be used this year. Downs stated that the brine system, purchased with some Conservation Commissions financial assistance, makes the roads safer, is better for the environment and quoted a comment at Town Meeting of a 30% saving of salt.

J. Shackford responded that the 30% savings of salt comes from the up to 30% of salt that bounces off the road into the ditches. The process requires hydrometer calculation or even better a refractometer to calculate the precise 23.3% calculations necessary for safe and useful performance. J. Shackford has arranged for UNH T2 representatives to come next Tuesday to review the system. J. Shackford feels the system may not be used this year citing the need for a replacement pump and backordered valves. J. Shackford his hopeful to eventually get it working at the capacity needed for it to be cost effective.

MCC Assistant Job Description – The Board approved the draft job description for the part-time position of Conservation Commission assistant. Downs asked for the Board to offer a suggested hourly rate to offer for the position. It was decided at \$20/hour while taking into consideration the persons experience.

STR Letters – L. Shackford explained that some of the names on the list of STR owners to be notified did not meet the criteria for one of the two letters to be sent. Five new names were added to the list and they were approved by the Board.

Motion by J. Shackford, seconded by Mauro to sign the letters out of session. The motion passed **3-0**. The Board asked L. Shackford to request a third letter from Attorney Johnston that encompasses STRs that were in Eidelweiss and begun after March of 2022.

Ambulance Contract Extension – The meeting with Action Ambulance on October 26, 2022 resulted in an offer from Action to consider an extension of the current contract, as per the contract in effect. The extension would keep the 3% per year increase. It was asked that each Town take this offer into consideration and report back. Brooks offered his thoughts that were unless a town drops out of the agreement, he cannot see a reason to not agree; adding that any issues with service have been addressed. J. Shackford was in favor of an extension, Arruda is comfortable with the 3% increase and Mauro commented that it is not feasible to run our own ambulance and agreed with J. Shackford and Arruda. L. Shackford will pass that information along to Freedom’s Town Administrator.

2023 Preliminary Budget Review – Arruda noted that at the 87.4% of the year we are at 81.6% spent. Comments by department:

DPW – Overall down by 4.9% with Administration down by 9.6%; Highway 14% increase; Parks & Rec will have Rec Department separated out at \$38,000 in its own line; Solid Waste will have revenues added to the notes. The recycling line will be left at \$33,500 for the purchase of compactor cans.

Executive – The need for personnel to manage STRs was estimated to be an \$90,000 position once benefits are included. This is something the Board will keep in mind.

Bill Dempster commented that the \$90,000 estimate is low considering the training and knowledge about life safety required of the position.

General Government Buildings – The fuel line was adjusted to \$100,000 from \$80,000 considering the cost of gasoline and diesel.

Legal – L. Shackford will check with Attorney Johnston for his opinion on a \$100,000 line in anticipation of STR legal expenses.

Personnel Administration – This line shows a 19.3% increase.

Planning Board – Increased their legal line.

Police – The 7.6% increase was explained by Chief King as an increase in wages.

Patriotic Purposes – Mauro remembered that fireworks were going to be moved from a warrant article to this line, the change will be made.

Brooks made a suggestion that the Board create an ETF in the amount of \$100,000 to pay for legal expenses for STRs, with the Board as agents to expend, instead of putting it in the budget.

Tax Rate Setting Update - Numbers have been received from the Department of Revenue that the Board can use to set the 2022 tax rate. The Unreserved Fund Balance is \$702,266. L. Shackford worked from the DRA website worksheet on the screen.

The Board began and ended with the overlay at \$50,000. L. Shackford stated that DRA prefers a fund balance percentage of 5% but has over past years accepted the Board going as low as 4%. The Board asked what the rates would be like at 4%. Using \$260,000 of fund balance to offset the town portion leaves 4.1% which equates to \$417,558. This would have the town portion be at **\$4.13** calculated to a total tax rate of \$15.49 for 2022.

Motion by Arruda, seconded by Mauro to use \$260,000 of Unreserved Fund Balance and assign \$50,000 for overlay. The motion passed **3-0**.

The Board agreed to ask DRA to approve a 2022 rate of **\$15.49** with the following comparison breakdown:

	<u>2021</u>	<u>2022</u>
Town	3.30	4.13
School	7.55	8.94
County	1.07	1.15
State School	<u>1.85</u>	<u>1.27</u>
	\$13.77	\$15.49
Eidelweiss	\$4.58	\$2.38

OLD BUSINESS:

Conservation Letter - Tabled

MOU for School and Town Rec - Tabled

Selectman Arruda’s List – The lights at the Transfer Station appear to be discouraging night time activity.

Selectman Mauro’s List – No items

Selectman Shackford’s List – The DPW is looking for a truck to replace the Peterbilt that cannot be outfitted with a plow. A quote for a Western Star has been received in the amount of \$144,191. J. Shackford explained that HP Fairfield certainly would have installed the plow if it was possible. Talk of a warrant article for a new truck with the Peterbilt in trade was discussed.

Department Heads’ Lists

Foreman Chick – DPW is ready for the weather predicted to come tonight; it appears it will be more rain than snow.

Chief Brooks – The Fire Department will be hosting a Community Christmas Party, you’ll see signs around Town.

Recreation Committee’s List – Price stated the soccer goals do not fit in the shed at the ballfield and Price asked if they could be stored in the lower garage; it should work and a place will be found. The banners will be removed from the ballfield fence for the winter and stored upstairs at Town Hall. Price asked the Board if a petition warrant article will be required for the proposed full-time Rec Director

position. Arruda and J. Shackford have no problem putting it on the warrant with Arruda noting that a \$95,000 price tag may be difficult to get support. Price is of the opinion that the reason it failed in the past and would fail again is because it is not a full-time position. L. Shackford brought up the need to consider where this position would have office space.

Motion by J. Shackford, seconded by Arruda to have an article on the warrant to address the Rec Director position. The motion passed **3-0**.

Administrator's List – No items

SIGNATURE ITEMS:

Manifest

Payroll & Accounts Payable Checks

Purchase Requisition: Motorola \$18,264.00

Private Road Waiver – Cormack 222-035

Motion by J. 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

6:15 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**.

6:15 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 November 29, 2022 commencing at 4:30 pm at the Madison Town Hall meeting room.

Respectfully Submitted,

Linda Shackford,
Town Administrator