

**BOARD OF SELECTMEN  
TOWN OF MADISON  
November 28, 2023  
MINUTES**

**Selectmen Present** – Michael A. Mauro, John Arruda, Adam Price

**Others Present** –Town Administrator Linda Shackford; Town Clerk/Tax Collector/ Fire Chief Michael Brooks; Police Chief Robert J. King, Jr.; DPW Josh Shackford and Dave Swift; Code Officer Bob Boyd; Rec Director Heather O'Donnell; MadTV Videographer Amanda Hayford; and members of the public

**Where and When Posted** – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on December 20, 2022.

**Meeting Called to Order** – By Mauro at 4:30 pm.

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

**APPROVAL OF MINUTES:**

**Motion** by Arruda, seconded by Price to approve the minutes of November 14, 2023 as written. The motion passed **3-0**.

**Motion** by Arruda, seconded by Price to approve the non-public minutes of November 14, 2023, made public, as written. The motion passed **3-0**.

**APPROVAL OF MANIFEST:**

Motion by Arruda, seconded by Price to approve the Manifest of November 27 – December 4, 2023 in the amount of \$469,542.85.00. The manifest breakdown is as follows: \$30,319.67 for accounts payable; \$30,083.62 for payroll; \$9,139.54 for payroll liabilities; and \$400,000 for Madison School. The motion passed **3-0**.

Stemming from the November 14<sup>th</sup> meeting, Mauro announced that if a member of the public wants to single out a Town employee during a Selectboard meeting, whether it has to do with performance or salary, there are avenues to do that. The avenue is to request a non-public meeting per RSA 91A which the employee has the right to attend and the right to have the discussion in public if they choose.

**PUBLIC COMMENTS:** There were none.

**DISCUSSION ITEMS/NEW BUSINESS:**

**Tamworth Transfer Station Offer** – The Town of Tamworth sent a letter dated November 21, 2023 offering Madison the opportunity to join them in a optimizing their recycling efforts. During the consideration of the offer, the Board recalled similar offers from Tamworth in September of 2020 and October of 2021 that were declined. A letter will be sent to Tamworth thanking them and explaining that the Board is not interested.

**Sharon Schilling** – Sharon Schilling of 537 Bickford Road asked the Board to discuss and decide on three topics:

**Fixing the Veterans Monument** – Sharon Schilling approached the Board with estimates for correcting the engraving error on the monument. Schilling has plans to obtain a bronze plaque that will cover the errors and allow the names to be re-engraved correctly below. No rendering of the 16 x 14” plaque is available until it is paid for according to Schilling. The estimated cost for plaque and engraving would be \$3,285 with an additional \$185/hour for the installation that Schilling estimates to be no more than 2 hours. Schilling estimates \$3,700 to be budgeted.

**Creating an ETF to Fund the Monument** – Schilling suggested the creation of an Expendable Trust Fund to be created for the balance left after making fixes to the monument and any funds from the operating budget that were not used for the purpose. Schilling presented proposed wording for the warrant article.

**Veterans Committees Names** – Schilling asked the Board to consider either combining the Veterans Advisory Committee with the Veterans Services Committee or if not combining them change the name of the Advisory Committee to Veterans Advisory Monument Committee. Schilling stated that there is only one member on the Veterans Advisory Committee. Schilling also suggested that if you do not combine the committee then the Veterans Advisory Committee should be made a subcommittee of the Veterans Services Committee.

Mauro asked who is the person on the Veterans Advisory Committee to which Schilling responded Paulette Lowry.

Price confirmed with Schilling that this plaque would be covering a mistake. Schilling agreed and explained the mistakes stating that this is the only way to fix it.

Brooks, noting that he is a member of the committee, feels there are other ways to fix it, such as replacing the stone. Mauro asked if it could be reground. Schilling feels her way is the most cost effective.

Price sees it is as disservice to the veterans to not fix it the right way. Brooks stated that most of the monument funds were raised through fund raising and the two stones back in 2012 cost about \$14,000. Brooks agrees with Price adding that a plaque would be unbalanced and detract from the monument. Nick Borelli, public, stated he has dealt with this kind of issue and the stone can be ground or another stone adhered. Schilling disagrees with Brooks that it will be unbalanced. Mauro and Price would like to see numbers on doing it the right way before ordering anything. Schilling will speak with Arthur’s Memorials and bring the information back to the next meeting.

Price and Arruda were in favor of a warrant article that would create an ETF for the monument; no money number was assigned for now.

Mauro remembered that when the Veterans Service Committee was created there were no intentions of doing away with the current committee with Mauro adding he is not in favor of combining them. Price can see a rename for clarity’s sake. Schilling mentioned that Lowry will be stepping down in the next year or so and the only other members are Brooks and Henry Forrest with Mauro wanting to see if we can find interest.

**2024 Household Hazardous Waste Collection Commitment** – The annual request from the Town of Conway for our commitment amount for hazardous waste day has been received. A list

of the last eight years of amount paid to Conway was reviewed. Traditionally, \$3,000 is set aside in the budget for this purpose. The Board agreed to commit \$3,000 for the event. L. Shackford will inform the Town of Conway of the decision.

**Bridge Grant Funds** – L. Shackford reminded the Board that there are still some funds from the Bridge Grant that the Town received in 2022 that are available to be used. Shackford asked the Board to consider using them towards the payment of the engineering expenses for the work to be done on Modoc Hill Road, adding that the funds can only be used for specific purposes and this qualifies. Shackford hoped this could alleviate some of the strain on the DPW budget caused by the May storm. The Board was in favor of the use of the funds for this purpose.

**Recreation Forms** – At the request of Rec Director O'Donnell the Board reviewed the online sign-up liability, photo waiver and emergency card. Primex offered guidelines for how to handle electronic signatures via RSA. The information will be sent to Town Counsel requesting a review of the form. Price noticed that item #19 asks if you allow first aid to be given with the option of “no”. Price would like to see the form changed that if you say no, your child cannot participate as he would not allow a child to be hurt and not offer assistance. The Board agreed.

**Discussion of Grader** – Previous discussion spoke to the price a new grader at around \$490,000. J. Shackford told of an option to purchase a lease turn-in from a Cat that they have from Towns that replace their equipment every 5-10 years. The Town of Gilford, VT will be turning in a 2013 grader that Cat can offer us at \$160,000 with a trade for the old grader of \$35,000. The purchase could be contingent on Town Meeting. Arruda asked if Cat would finance it with Shackford answering yes. L. Shackford will gather information from Cat and Tax Exempt Leasing on financing. J. Shackford stated that we must sign an agreement to hold it.

Marcia McKenna asked if there is a penalty to pay it off early. That will be looked into.

The Board agreed that once the terms and conditions are added to the agreement along with obtaining financing information it would be signed out of session.

#### **OLD BUSINESS:**

**2024 Proposed Budget** – The proposed 2024 operating budget is 6.6% over the approved 2023 budget. It was noted that the 2024 operating budget is 4.3% over the proposed 2023 budget.

Arruda stated that the operating budget in 1999 was just over one million dollars.

The Board went over each department with Arruda reading the department name and the percentage increase over last year. Price clarified that the increase in the Rec Department budget was caused by the addition of the Director's pay being moved from the warrant article in 2023 to the budget for 2024.

**2024 Proposed Warrant Articles:** They were reviewed with comments below.

*Street paving* – The amount proposed should be \$250,000 based upon the amount of work necessary to do on Mooney Hill Road.

*Solid Waste Haul Truck* – The number is about \$250,000 for a new truck, but there are lease turn-ins that are around \$180,000. Price, using the knowledge that funds from the Transfer Station Capital Projects ETF could be used to fund a trash truck, was in favor of looking into a lease turn-in with Mauro in agreement.

*Modoc Hill Road Repairs* – A quote to see what the cost would be to replace in kind will be sought by J. Shackford. J. Shackford feels that, if necessary, the steel plates could remain in place allowing the project to be pushed ahead a year.

*Voting Machine* - The machine the Town owns will be usable through the 2024 elections with a new machine possibly being available for purchase next year. Brooks would like to see a non-lapsing warrant article for \$7,000 which would allow for a machine to be purchased once it has been unconditionally approved regardless of the timeframe. The Board was in agreement.

*Forest Maintenance Account Withdraw* – This and the consideration to ask for \$5,000 to be added to the CRF will be discussed at the Conservation Commission’s next meeting.

*Designation of Land to Conservation* – The article to change Map 116 Lot 023 to be designated as conservation land will be put on the warrant by the Selectmen.

**Financial Strategy Feasibility Planning Process** – Matt Howe, Tom Gross and Tara Schroeder approached the Board asking for the Board’s support for a culvert program the involves 13 surrounding towns. They are looking for FEMA and BRIC grant funding for the 100-million-dollar project of replacing 4550 of the 1200 culverts. There would no financial obligation to the Town.

Water issues throughout the country, that show through experiences just this summer in the area, are seemingly intense changes. These culvert improvements will protect our natural environments.

Price asked if the Conservation Commission has seen this with Mauro stating yes, and they will be seeing it again next week at their regular meeting.

Mauro asked about what grants are available. It was explained that the BRIC grant will be for \$400,000 that will pay for the study that creates a plan for how to use the 100 million dollars. It was explained that the 100 million dollars will ultimately be six times the investment once said and done.

Arruda and Price are willing offer their general support with Howe reminding them that they are supporting the concept and not financial support.

The Board agreed to sign the letter of support. It was signed and will be forwarded on to the Planning Board and Conservation Commission next week.

**Selectman Price’s List** – Price asked if J. Shackford had heard back from Village Green with Shackford stating no. Price stated that he would like to add a non-public at the end of the meeting under **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.

**Selectman Arruda’s List** - The budget is at 86.5% spent at the 91% point of the year. Arruda feels we will sneak by.

**Selectman Mauro’s List** – No items.

**Administrator’s List** – L. Shackford asked the audience to please let the Board finish their business and close the meeting before milling around. **Department Heads’ List:**

*Town Clerk/Tax Collector/ Fire Chief Michael Brooks* – 2023 P02 tax collection is at 30% with none of the big mortgage companies having made payments yet. Brooks also asked that if residents have not already done so to have your chimney inspected.

*DPW Shackford* – Shackford listed several projects completed by the department over the last two weeks. Shackford also mentioned:

- The first storm of the year was calculated to cost \$8,523 based upon information reported into the IWork program;
- Shackford asked all to not park nose-in in front of the Historical Society in the drainage swale. Solutions to rectify the problem are on the DPW's list.

*Chief King* – King has received a couple of applications from uncertified applicants for the patrolman position. The position still has another week and a half of time to apply. King also mentioned that the police boat has been winterized and put away with help from Swift.

*Rec Director O'Donnell* – Basketball season has started with three teams: Boys, girls and skills & drills. O'Donnell also mentioned:

- The Festival of Lights & Scavenger Hunt is in the works with the deadline to join being December 6<sup>th</sup>;
- O'Donnell was informed that the Board will be asking Town Counsel to review the language for online signatures; and Price explained the change made to item #19 regarding first aid.

## **SIGNATURE ITEMS**

Manifest

Payroll & Accounts Payable Checks

Release Deed Parent

Letters of Thanks: Jesseman and Eldridge

Purchase Requisition: 2023-DPW-007 Diesel Works \$9,006.00

**6:00 PM Motion** by Mauro to enter **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: Price – aye; Arruda – aye; Mauro – aye

**6:16 PM Motion** by Mauro, seconded by Arruda to seal the minutes of the **Non-Public Sessions 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. The motion passed **3-0**.

**Motion** by Mauro, seconded by Price to adjourn at 6:16 pm. The motion passed **3-0**.

**NEXT SELECTMEN'S MEETING** – The next Selectmen's Meeting is scheduled for December 12, 2023 commencing at 4:30 pm at the Madison Town Hall meeting room.

Respectfully Submitted,

Linda Shackford,  
Town Administrator