

**BOARD OF SELECTMEN
TOWN OF MADISON
November 25, 2025
MINUTES**

Selectmen Present – Adam Price; Joy Gray; Jim Eldridge; Jake Boewe; Nicole Nordlund

Others Present – Town Administrator Linda Shackford; Town Clerk/Tax Collector/Fire Chief Michael Brooks; DPW Director Josh Shackford; LU Admin/Administrative Assistant Kate Young; Police Chief Jim Hayford; Videographers Aysia Wellinghurst and Theo Gray

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on December 16, 2024.

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

Pledge of Allegiance - Price led those in attendance in reciting the Pledge.

APPROVAL OF MINUTES:

Motion by Nordlund, seconded by Eldridge to approve the minutes of November 10, 2025 with amendments. The motion passed **5-0**.

APPROVAL OF MANIFESTS: Price read aloud the Manifest of November 24-28, 2025 in the amount of \$236,671.24 The manifest breakdown is as follows: \$37,874.98 for payroll; \$11,226.52 for payroll liabilities; \$57,546.43 for accounts payable; \$30,023.31 for NHRS; and \$100,000 for Madison School District.

Motion by Eldridge, seconded by Boewe to approve the manifest. The motion passed **5-0**.

PUBLIC COMMENTS: There were none

DISCUSSION ITEMS/NEW BUSINESS:

DPW Director 2026 Road Improvements:

DPW Director Shackford presented proposed road improvements for 2026, which included a color-coded map indicating different types of road work. He discussed the need to shift away from the department's historical "worst first" approach to road maintenance, noting that they have neglected preventative maintenance like crack filling and chip sealing. Shackford emphasized that without regular maintenance, roads deteriorate beyond repair, requiring complete reclamation at much higher costs. He explained that crack sealing and chip sealing can add 5-7 years to a road's life, and cited High Street as an example where water is now coming through cracks because maintenance was not performed after chip sealing. The discussion turned to roads in particularly poor condition, including parts of East Madison Road, which need complete reclamation rather than just overlay. Shackford noted that the cost for rebuilding the section of East Madison Road from Pound Road to Lead Mine would be approximately \$350,000, consuming most of the annual road budget.

The board discussed the possibility of bonding approximately \$1.5 million to address the west end of Town being East Shore Drive, Carved in Bark and Moores Pond areas, which would allow them to get ahead of deteriorating conditions.

Price had an estimated bond payment list that showed payments would be approximately \$196,000 the first year, decreasing by about \$4,000 annually over 10 years.

The board agreed to move forward with three separate warrant articles for road work. One article for \$260,700 for paving, one article for \$134,000 in chip sealing, and one article for \$25,500 in crack sealing providing a better explanation to voters about the different types of road maintenance being performed.

Police 2026 Budget

Chief Hayford presented the 2026 Police budget, which showed a 1.9% increase. He explained the major changes:

- Increase for dispatch services through the sheriff's department.
- New computer and server upgrades.
- 3% raises for Sergeant Martin and Officer Llewellyn.
- Increased vehicle maintenance for the department's fourth vehicle.
- Reduction of part-time overtime budget from \$16,000 to \$8,000.

Chief Hayford explained that the reduced part-time overtime budget offsets much of the increases, as they have had difficulty finding part-time officers willing to work. The Board had no significant questions regarding the budget presented.

Madison Rec Vacation Camp:

Rec Director Heather O'Donnell presented a plan for a recreation camp during school vacations. For the upcoming Christmas vacation, they plan to run a program for four days without a fee, while considering implementing a fee structure for future vacation periods.

The board discussed appropriate fee levels for future camps, with suggestions ranging from \$20 to \$40 per day. They noted that even at \$35-40 per day, the camp would still be more affordable than typical daycare options.

The camp would be staffed by the same counselors who work the summer camp program, and would be for elementary school children grades K-6 from Madison.

It was agreed that notice for a public hearing on January 6th will be scheduled to establish a \$35 per day fee for school vacation camps.

MadTV – Aysia Wellinghurst:

A/C at Office:

Aysia Wellinghurst explained that the air conditioner at the MadTV office located in the Town Garage no longer works and needs to be removed. She requested that unit be removed and better insulate the wall, and then install a new air conditioner on the exterior wall. Price agreed to ask DPW to review the project and provide recommendations on what it would take to fix it.

Signage:

MadTV presented a design for a sign to be mounted outside their office. The Board approved installation of the sign, which Ron Force from MadTV offered to install.

Cameras at Town Hall:

MadTV requested approval to spend up to \$6,500 from their Expendable Trust Fund to purchase a new camera system for the Town Hall meeting room. The upgraded system would include multiple cameras mounted to the walls to provide better coverage of meetings. There is over \$60,000 in the fund. The videographer would take care of the installation.

Motion by Gray, seconded by Eldridge, to approve \$6,218.81 from the MadTV ETF for the purchase of new camera equipment. Motion carried **5-0**.

Franchise Fees:

MadTV inquired about the status of a motion approved in January to increase franchise fees from 3.5% to 4.5%, which was supposed to take effect 90 days after approval. The Board indicated they would follow up with the Town Attorney to determine the status of this change with Charter/Spectrum.

Gray, as related to the CIP, suggested consideration of what other spaces in Town could be utilized to expand the MadTV station and increase office area for the Police Department.

2025 Audit Agreement Roberts & Greene, PLLC:

The Board reviewed the 2025 audit agreement with Roberts & Greene, PLLC for \$14,000, noting a \$500 increase from the previous year. Unlike in previous years, the auditors only offered a one-year agreement rather than a three-year term.

Motion by Eldridge, seconded by Gray, to sign the 2025 audit agreement with Roberts & Greene, PLLC. Motion carried **5-0**.

NH Dept of Safety Grant Agreement Amendment Notice:

Chief Hayford presented an amendment to a Highway Safety Grant for the purchase of a portable speed sign. The amendment increases the total grant by \$2,585, for an adjusted total grant amount of \$11,247.35.

Motion by Price, seconded by Eldridge to accept the terms of the Highway Safety grant as presented in the amount of \$8,661.56 and the amended grant terms as presented in the Grant Agreement Amendment Notice for an adjusted total grant limitation of \$11,247.35. Motion carried **5-0**.

OLD BUSINESS:

Kennett Company East Shore Drive Property Donation:

The Board discussed continuing the process of accepting a property donation from Kennett Company on East Shore Drive. Shackford reported that she had consulted with Town Counsel and confirmed there were several procedural requirements including public hearings, Planning Board and Conservation Commission recommendations, and verification there are no liens or hazardous waste on the property. The board agreed to move forward with the process.

Avitar Associates Assessing Agreement:

Shackford prepared information to send out for the sealed bid process as directed at the last meeting. Shackford asked the Board to consider signing a one-year agreement with Avitar Associates for assessing services rather than pursuing a competitive bid process at this time. She noted that this was a revaluation year and anticipated numerous abatement requests, making it important to maintain continuity with the assessors who set the values; and she feels it is important to interview the companies for compatibility with our staff.

Motion by Gray, seconded by Boewe, to approve a one-year agreement with Avitar Associates for assessing services. Motion carried **5-0**.

HealthTrust Insurance – Health and Dental 2026:

The Board reviewed several options for employee health insurance contributions for 2026. After examining various scenarios, they determined that staying with the current plan but increasing the employee contribution from 7.5% to 10% would provide a good balance - offering some savings to the town while not placing an undue burden on employees.

Motion by Boewe, seconded by Gray, to maintain the current health plan and increase the employee contribution to 10% for 2026. Motion carried **5-0**.

Silver Lake Landing PILOT Agreement:

The Board discussed the Silver Lake Landing's request from the last meeting to reduce their Payment In Lieu of Taxes (PILOT) from 10% to 5%. The Board agreed to have Shackford contact them to see if they would consider 7.5% as a compromise.

SELECTMEN LISTS:

Selectman Nordlund reported on:

- Fish in Silver Lake: Shared information from NH DES about mercury levels in fish, noting mercury levels had increased statewide from 2000 to 2019.
- The December 4th Rail Trail Hike will meet at Silver Lake Post Office to walk trails as part of the rec path project.
- That she is uncomfortable that the public feels intimidated and are not willing to bring forward their opinions related to Town issues.
- Concerns about the Silver Lake Dam repairs and the potential cost to do the repairs, prompted Nordlund to offer to reach out to the community for expertise and ideas about potential solutions. Gray suggested involving Silver Lake Water Management Study Group.
- No reply was received from the community about a place to store the soccer nets.

Selectman Eldridge reported that the North Country Council has started work on the Master Plan following the Board's approval at the last meeting.

Selectman Boewe reported:

- He is reaching out to Heather Sherwood about potential costs for having Alpha, the company that assesses building conditions for the school, evaluate Town buildings to obtain a cost analysis.
- Continuing on Nordlund's topic of hearing about concerns of townspeople, Boewe wants people to come forward and contact the Board, but there is no justice in "folks said". His plan is to be here to help the Town be more functional and livable.

Selectman Price reported on:

- Meeting with Principal Woodward about space at the elementary school for rec department storage and office space and asked Shackford to arrange one of the semi-annual meetings with the School Board.
- PFAS oversight – Price asked Gray if she had fulfilled his request made two weeks ago to meet with Shackford to review numbers. Gray went on to explain what was in the email she sent today to Shackford and said it explains what qualifies to be paid by the grant funds. Price expressed his concern that these numbers were requested quite a while ago, and for the sake of timelines, he would like to see this responsibility back in the hands of someone at Town Hall who can take care of it in a timely fashion. Price suggested giving the task back to Mike Brooks as he was doing a fine job previously.

Motion by Price, seconded by Eldridge to turn over the oversight, grants and all its functions regarding PFAS to Emergency Management Director Michael Brooks. The motion carried **3-0-2** with Gray and Nordlund abstaining because they needed more information.

Selectman Gray shared information about:

- The Capital Improvements Program (CIP) meeting, where they reviewed the DPW fleet in detail and discussed various town facility projects. General Government projects were reviewed with information offered on who is responsible for each.
- Thoughts of utilizing the upper floors at Town Hall for meetings was offered. Nordlund would like to see about grants to utilize the space that would necessitate an elevator.
- Gray presented an organizational chart she created showing Town positions to assist with the review process.
- Gray asked for a copy of the Purchasing Policy. She also asked for back-up permission paperwork for the use of a demo container on private property, along with the authorization and notification to the Selectmen of any use per of Town property per the policy.

ADMINISTRATOR LIST:

Administrator Shackford had nothing to report.

DEPARTMENT HEAD'S LISTS:

Tax Collector/Town Clerk/Fire Chief Brooks shared:

- Tax bills have been posted on the kiosk and were mailed the yesterday with a due date of December 31st.
- The second appeal on the Modoc Hill culvert replacement was denied by FEMA. Brooks plans to reach out the Senator Hassan again for assistance.
- The Secretary of State's office has awarded a contract for a new accessible voting system, which will cost the town \$650 for programming which necessitates and increase of \$150 to the Election vote tally set up line of the 2026 budget.

Chief Hayford reported:

- The department has maintained a busy call volume.
- A recent sexual assault case led to a guilty plea with Stephen Thomas receiving a one-year sentence.

- Officer Llewellyn graduated from DARE instructor training and will begin teaching fifth and sixth grade students in the spring.
- The department is participating in a statewide DUI enforcement mobilization in the coming week.

PUBLIC COMMENTS:

Donna Veilleux asked for an update regarding PFAS. She was told the letter to employees about blood testing is in the works, no systems have been installed anywhere in Town yet and she can expect progress and progress reports from the Board on this issue.

SIGNATURE ITEMS:

Manifest

Payroll & Accounts Payable Checks

Intent to Cut: Koob Map 242 Lots 013, 015 and 016

Request for Payment: Rec Rev Fund – Conway Embroidery \$675.00

A Dash of Glitter by Dee \$175.00

Motion by Eldridge, seconded by Boewe to adjourn. The motion passed **5-0**.

The meeting adjourned at 6:56pm.

NEXT SELECTMEN’S MEETING – The next Selectmen’s meeting is scheduled for Tuesday, December 9, 2025 commencing at 4:30 pm at Town Hall.

Respectfully Submitted,

Linda Shackford,
Town Administrator