

**BOARD OF SELECTMEN  
TOWN OF MADISON  
May 12, 2026  
Minutes**

**Selectmen Present** – Joy Gray; James Eldridge; Joseph Dame; Nicole Nordlund  
**Excused-** Jacob Boewe

**Others Present** – Town Administrator, Lucia Roth; Department heads; members of the public; representatives of MAD TV

**Where and When Posted** – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices.

**Meeting Called to Order** – By Gray at 5:00 pm.

**Pledge of Allegiance** – Those in attendance recited the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

The Board reviewed minutes from multiple prior meetings. Discussion occurred regarding the April 14, 2026 minutes and clarification needed concerning appointments to the Silver Lake Dam Committee. Those minutes were tabled pending additional information.

**Motion** made by Dame and seconded by Eldridge to approve:

- Public minutes of April 28, 2026
- Non-public minutes of April 14, 2026, April 20, 2026, and April 28, 2026.

The motion passed **4-0**.

**APPROVAL OF MANIFESTS:**

The Board reviewed the manifest and identified a calculation discrepancy in the reported total. Manifest amounts discussed included:

- Payroll – \$43,372.11
- Payroll liabilities – \$2,542.71
- Accounts payable – \$127,911.05
- Madison School District – \$200,000

The Board agreed to return the manifest for correction and approved signing the corrected manifest out of session once verified. Motion made by Eldridge and seconded by Dame. The motion passed unanimously.

**PUBLIC COMMENTS:**

**Town Pound Historical Preservation Discussion-**

Nancy Martin addressed the Board regarding the historic Town Pound located on Pound Road. Martin discussed:

- Longstanding volunteer maintenance efforts by Jane and Gary Hoffman.
- Damage caused by storms and fallen trees in recent years.
- Drainage and erosion concerns affecting the structural stability of the stonework.
- Historical significance of the site, which predates Madison's separation from Eaton.
- The possibility of pursuing preservation or restoration efforts.

The Board reviewed property ownership information from the assessing records and confirmed the parcel is privately owned and currently held in trust. Discussion included:

- Potential communication with the property owners regarding future preservation interest.
- Historical Society involvement.
- The need for owner permission before additional work is performed on the property.

**Madison Recreation Track Program-**

Temporary Long Jump Pit Request. Katherine Meek requested permission to create a temporary long jump practice area for the Madison Recreation track program serving students in grades 3 through 6.

Discussion included:

- Proposed temporary location near Burke Field and the solar panel access road.
- Use of Town sand and minor excavation work.
- Liability and insurance considerations.
- Coordination with the Recreation Director and DPW.

The Board agreed the proposal could proceed contingent upon confirmation of insurance coverage.

**Motion** made by Eldridge and seconded by Dame to authorize the temporary long jump area subject to insurance approval. The motion passed **4-0**.

**Memorial Day Monument Decorations-**

Sharon Schilling asked whether plans had been made for Memorial Day wreaths or decorations at the veterans monument. Discussion included:

- Existing budget line items for memorial and veterans-related events.
- Purchasing an artificial patriotic wreath for repeated future use.
- Researching prior purchases and obtaining replacement decorations.

The Board agreed to further review options and coordinate with Chief Brooks regarding past practices.

**DISCUSSION ITEMS/NEW BUSINESS:**

**MAD TV Presentation and Organizational Discussion-**

Representatives from MAD TV, including Hope Hutchinson, Donna Force, and Aysia Wellinghurst, addressed the Board regarding organizational structure, operations, and future coordination with the Town.

Discussion included:

- Historical background of MAD TV dating to approximately 2005.
- Prior Town Meeting warrant articles establishing MAD TV as part of the Town operating budget.
- Franchise fee funding history and declining cable subscription revenue.
- Clarification regarding MAD TV's role as a Town-supported PEG television entity.
- Concerns regarding equipment, facilities, and operational support, including air conditioning needs at the station.
- Requests for improved communication with the Select Board, Budget Committee, and Capital Improvement Plan process.
- Suggestions for quarterly updates to the Board.

**MAD TV Board Appointments:**

**Motion** made by Nordlund and seconded Dame by to appoint:

- Doug Mallister to a three-year term as a primary member of the MAD TV Board.
- Norine Desrosiers as a one-year alternate member.

The motion passed **4-0**.

**Gymnasium Meeting Audio/Video Coordination:**

MAD TV representatives discussed difficulties experienced during a recent Selectmen's meeting held in the gymnasium, including inadequate setup time and poor audio quality.

Discussion included:

- The need for at least two hours advance setup time.
- Coordination with other building uses prior to meetings.
- Potential future accessibility improvements including enhanced audio and captioning options.

**Town Welcome Packet and MAD TV Information:**

MAD TV requested updates to the Town's welcome packet and directory materials to reflect current officials and include information about MAD TV services and contact information. Representatives also discussed archival storage of past meeting recordings.

**Spectrum Cable Contract Negotiations:**

MAD TV requested participation in ongoing discussions regarding Spectrum franchise agreement negotiations. The Board agreed to consult with the Town's cable attorney regarding possible involvement by MAD TV representatives in future negotiations.

**Conway Branch Recreation Trail Meeting Coverage:**

Discussion occurred regarding possible recording or broadcasting of Conway Branch Recreation Trail meetings, particularly when discussions involve Madison property or interests. Topics discussed included:

- Budget limitations.
- Use of Town equipment and personnel outside Madison.
- Potential reimbursement structures.
- Whether broader public approval or future warrant articles may be appropriate for expanded off-site filming activities.

The Board discussed continuing to evaluate the matter and coordinating with Madison's appointed representative to the recreation trail committee regarding future meetings of significant public interest.

**MAD TV Funding and Future Operations Discussion:**

The Board and MAD TV representatives continued discussion regarding future operations, reimbursement practices, and possible fee structures for filming events outside traditional Town meetings.

Discussion included:

- Whether filming outside organizations or events would require a formally adopted fee schedule.
- Distinctions between reimbursement of expenses and charging fees.
- Potential need for future clarification through Town Meeting or warrant articles regarding the intended scope of PEG television operations.
- Existing fee structures used by other Town departments, including Recreation programs.
- Concerns regarding expansion of services beyond traditional governmental and public-access programming.

The Board discussed consulting applicable RSA provisions and further evaluating reimbursement and fee policies before accepting additional outside filming requests.

**Town Email Accounts and Communications:**

The Board discussed Town-owned email addresses for committees and boards. Topics included:

- Reassignment of unused Town email accounts.
- Establishing official email addresses for MAD TV representatives.
- Forwarding and organization of Town email accounts to improve communication efficiency.
- The advantages of official Town email addresses for purchasing and professional correspondence.

Town Administrator Roth reported that recent adjustments had already been made to land use, zoning, planning, and conservation email routing to improve organization.

**MAD TV Space and Equipment Needs:**

The Board requested additional documentation from MAD TV regarding operational and facility needs, including:

- Space requirements for equipment storage and broadcasting infrastructure.
- Fiber connection requirements and technical needs.
- Air conditioning and climate control concerns for equipment areas.
- Potential short-term use of donated air conditioning units.

The Board encouraged MAD TV to prepare detailed information regarding future operational requirements to assist with long-term planning and budget discussions.

**Public Support for MAD TV:**

Multiple residents and Board members expressed appreciation for MAD TV's work filming Town meetings and making recordings publicly available online through YouTube and cable broadcasts.

Discussion included:

- Increased accessibility for residents unable to attend meetings in person.
- Improved multi-camera production quality and audio.
- Future efforts to display meeting handouts and documents on screen for remote viewers.
- Anticipated future budget increases due to declining franchise fee revenues and increased filming requests from Town committees.

The Board commended MAD TV staff and volunteers for their work supporting public access to Town government meetings.

#### **Beach Moorings and Swim Line Concerns-**

The Board discussed concerns regarding boats and moorings located near public swimming areas at Town beaches. Discussion included:

- Moorings placed too close to swim line areas at Nichols Beach and other locations.
- Limitations on Town authority because Silver Lake is regulated as state waters.
- Coordination with Marine Patrol regarding enforcement questions.
- Possibility of public notices requesting boat owners avoid swim areas prior to installation of swim lines.
- Question of historic deeded rights associated with certain East Shore Drive properties and longstanding mooring issues.
- Prior efforts by former Selectmen to remove improperly stored boats from beach areas.

The Board agreed to continue researching applicable regulations and communicate with SLAM and Marine Patrol representatives regarding possible guidance.

#### **Monument Beach Fallen Tree Hazard-**

Further discussion occurred regarding the large fallen tree at Monument Beach. Topics included:

- Safety concerns for swimmers and children.
- Potential entrapment hazards near the shoreline.
- Communication with the property owner responsible for removal.
- Possible need for temporary beach closure signage if removal is delayed.

The Board requested follow-up communication with the property owner and emphasized the importance of removing the tree prior to Memorial Day weekend.

#### **Swim Line Replacements-**

The Board confirmed that new swim lines have been ordered to replace damaged or shortened lines from prior seasons. Residents expressed concerns regarding shallow water conditions near the raft area at Foot of the Lake Beach during the previous season.

#### **Portable Restroom Placement at Beaches-**

Residents expressed concerns regarding prior placement of portable restrooms across the road from beach facilities, requiring children to cross traffic.

The Board confirmed that for the upcoming season:

- Two portable restrooms will be placed together behind the bathhouse area at East Shore Drive Beach.
- The prior cross-road placement arrangement will not be used.

**Road Paving and Chip Seal Bid Openings-**

Paving Bids – Mooney Hill Road, Townline Road, and Deer Drive:

The following bids were received:

- R&D Paving – \$225,160.45
- Pike Industries – \$241,270.00
- Bryant Paving – \$263,915.00

Discussion included:

- Comparison of total asphalt tonnage proposed under each bid.
- Evaluation of best value rather than simply lowest cost.
- Need for DPW review of specifications and asphalt quantities.
- Timing concerns related to paving schedules and asphalt pricing validity.

The Board agreed DPW would review the bids and provide recommendations before final contract award at a publicly posted meeting.

**Crack Sealing Bid-**

The Board received one bid from JLP Sealcoat for crack sealing work on High Street in the amount of \$11,925.

Discussion included:

- The bid amount being substantially below the warrant article estimate.
- Scope of work including cleaning and sealing roadway cracks.
- Payment terms and contractor availability.

**Chip Seal Bid-**

The Board received one bid from All States Construction in the amount of \$133,771.67 for chip sealing work on East Madison Road, Pound Road, Kobby Hill Road, Greenwood Road, Danforth Lane, Heritage Road, and Peak Vista Lane.

Discussion included:

- Cost breakdowns for each roadway segment.
- Prior experience with the contractor.
- Potential reuse of leftover chip seal materials for winter road maintenance purposes.

**Motion** made by Dame and seconded by Nordlund to approve All States Construction in the amount of \$133,771.67 for chip sealing work on East Madison Road, Pound Road, Kobby Hill

Road, Greenwood Road, Danforth Lane, Heritage Road, and Peak Vista Lane and JLP Sealcoat for the crack sealing work on High Street in the amount of \$11,925. Motion passed 4-0.

**Land Use Administrator / Assessing Clerk Position:**

Town Administrator Roth presented a proposed combined Land Use Administrator and Assessing Clerk position intended to consolidate duties previously split among multiple staff members. Discussion included:

- Combining land use administration and assessing clerk responsibilities into one position.
- Data entry and clerical duties associated with tax cards, deeds, excavation permits, and intent-to-cut filings.
- Continued use of Avatar Associates for official assessing functions and assessed value determinations.
- Potential classification of the position as full-time versus part-time.
- Concerns regarding budget impacts, employee benefits, and long-term sustainability.
- The need to evaluate workload demands and office staffing structure.
- Temporary assistance currently being provided by former Land Use Administrator Colleen King.
- Continued use of outsourced payroll and part-time office assistance during the transition period.

Members of the Advisory Budget Committee discussed the importance of reviewing available appropriations and long-term personnel costs before finalizing staffing levels.

The Board generally expressed support for the proposed job description and signed the new job description, while continuing to evaluate whether the position should initially be advertised as part-time or full-time.

**Late Abatement Request:**

The Board received correspondence from Avatar Associates regarding a late abatement request. Due to personal and confidential information contained within the request, the Board agreed the matter would be discussed during non-public session after consulting the town's legal counsel.

**DEPARTMENT HEAD LISTS:**

**Police Department Report-**

Chief Hayford reported:

- Approximately 12 pounds of prescription medications were collected during the recent drug take-back event.
- Residents may continue using the permanent prescription drug drop box located in the Town Hall lobby.
- Speed sign equipment has been deployed and additional mounting hardware has been obtained.
- The department may relocate the radar trailer to additional areas experiencing speeding complaints.
- Officer Shackford has entered the police academy and is progressing appropriately.
- Enforcement of beach parking permits and boat launch permits will begin around Memorial Day weekend.

- Non-resident boat launch and mooring permit compliance efforts will increase during the summer season.

### **Code Enforcement Report-**

Roth presented the Code Enforcement report on behalf of Bob, stating:

- 117 permits have been issued year-to-date.
- Permit fee revenue totals approximately \$13,947.78.
- Estimated construction project values exceed \$4.1 million.
- Three active zoning complaints remain under investigation.

### **DPW Report-**

Road Warrant Article and Non-Lapsing Funds Discussion:

The Board discussed remaining funds from a prior non-lapsing road warrant article associated with Town Line Road improvements. Discussion included:

- Approximately \$18,000 remaining from the prior year appropriation.
- Clarification that the funds remain available under the non-lapsing provisions of the warrant article until project completion or December 31, 2030.
- Use of remaining funds toward planned top coating work on Town Line Road.
- Accounting and tracking procedures for non-lapsing appropriations.
- The possibility of using remaining balances to offset future road project costs associated with the originally authorized roadways.

### **Library Report-**

Old Home Week Coordination:

Library representatives reported preparations are underway for the summer reading program and requested coordination regarding Old Home Week scheduling. Discussion included timing of committee meetings and future event coordination.

### **SIGNATURE ITEMS:**

The Board reviewed and signed various administrative documents, including:

- Recreation reimbursement paperwork for softball shirts and related expenses.
- Bank authorization forms updating account signers and authorized credit card users.
- Treasurer and Deputy Treasurer account access documentation.

Town Administrator Roth explained that updated banking paperwork is needed to reflect current authorized personnel and financial administration responsibilities.

### **Town Credit Card and Banking Authorizations-**

The Board continued discussion regarding Town credit card administration and authorized banking access. Topics discussed included:

- Issuance of a replacement Town credit card due to outdated account information.
- Designating Town Administrator Lucia Roth as the primary contact and authorized cardholder for Town credit card administration.
- Maintaining centralized oversight of Town purchasing and online transactions.
- Limiting the number of Town-issued credit cards as a financial control and security practice.
- Current use of charge accounts for fuel and routine department purchases.

- Future paperwork and banking documentation required for updated authorization.

**Motion** made by Gray and seconded Dame to authorize execution of paperwork outside of session to designate Lucia Roth as the primary contact and cardholder for the Town credit card account. The motion passed **4-0**.

**Veterans Tax Credit Application-**

The Board reviewed and signed a veterans property tax credit application following recommendation and review by Avatar Associates.

**Intent to Cut and Excavation Documents-**

The Board reviewed and signed:

- One Intent to Cut timber notification.
- Multiple Intent to Excavate applications and excavation tax warrants.
- Excavation tax documentation associated with ongoing mining operations.

Discussion included state excavation requirements, reclamation planning requirements under RSA 155-E, and excavation tax calculations based upon cubic yardage removed.

**Tax Warrant and Tax Collection Process-**

The Board reviewed and signed the first-half 2026 property tax warrant authorizing issuance and collection of tax bills. Discussion included:

- Estimated first-half tax billing calculations based on one-half of the prior year tax rate.
- Midyear adjustments associated with exemptions and DRA requirements.
- Scheduling and mailing of tax bills.
- Uploading tax information to the Town's online payment kiosk system.

**Treasurer Oath of Office-**

The Board signed the official oath of office documentation for Treasurer Tammy Flanagan.

**NON-PUBLIC SESSION:**

**Motion** made by Gray and seconded by Dame to enter non-public session pursuant to RSA 91-A:3, II(a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, 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, at 7:26pm. The motion passed by roll call vote **4-0**.

Respectfully submitted,

Lucia Roth  
Town Administrator

