

TOWN OF WEBSTER
Office of Selectmen
945 Battle Street/Rte. 127
Webster, NH 03303

7:05 P.M. Selectmen's Meeting – July 25, 2011

Present: Chairman George Cummings, Selectman George Hashem and Selectman Bruce Johnson.

The Board signed the payroll and check manifests.

The Board signed the following for Administrative Assistant Judith Jones:

- Selectman Johnson made a motion to accept the work session Selectmen's minutes of July 11, 2011 as written; seconded by Selectman Hashem and approved.
- Selectman Johnson made a motion to amend the ninth paragraph on Page 2 of the Selectmen's Minutes of July 11, 2011, which read "Committee Member Ellen Kontinos-Cilley...." to now read "Committee Member Alternate Ellen Kontinos-Cilley...."; seconded by Selectman Hashem and approved. Selectman Johnson then made a motion to accept the minutes of July 11, 2011 as amended above; seconded by Selectman Hashem and approved.
- Selectman Johnson made a motion to accept the non-public sealed Selectmen's minutes of July 11, 2011 as written; seconded by Selectman Hashem and approved.
- A Land Use Change Tax for Richard George – Map 4-41, which will be filed at the Merrimack County Registry to correct a duplicate filing of Current Use.

The Board signed the following for Financial Administrator Wendy Pinkham:

- The bank reconciliation for the month of June;
- Advised that fuel bids for the winter heating season are in from the School District. They sent out six requests to vendors, with three responses received listing the fuel prices per gallon as follows: Fuller – \$3.245, Huckleberry – \$3.25 and A. D. & G. Fuel Co., Inc. – \$3.198 The bid was awarded to A. D. & G. Fuel Co., Inc. She reminded the Board that Rymes Propane is our propane supplier at \$2.09 per gallon.
- An estimate was received from Huckleberry Heating Oils, LLC for \$375 to do repairs to the cook stove thereby hopefully eliminating the propane smell that has been an issue for an extended time. After discussion, Selectman Hashem made a motion to authorize a Purchase Order in an amount not to exceed \$375 to Huckleberry for the repairs to the stove; seconded by Selectman Johnson and approved. This purchase order will be signed next week.
- Purchase order #20 for the Fire Department to Industrial Protection Services, LLC for carbon fiber bottle Hydro testing in the amount of \$675.

Police Chief Robert Dupuis advised of the following:

- There were 55 calls for service on the Police Department semi-monthly report.
- His gas budget will most likely be over for the year, possibly within the next three months.
- He advised that last year half of the project for cameras for the Public Safety Building was completed and he is now requesting that the Board sign Purchase Order #19 for the Police Department to 123 Lock Key & Security for six rugged dome cameras in the amount of \$2,900 to complete the project. As the funds are to come from the Capital Reserve; Selectman Hashem made a motion to withdraw \$2,900 for the above mentioned purpose from the Public Building Capital Reserve established in 1986 for this purpose; seconded by Selectman Johnson and approved.
- He received a proposal of \$1,420 for a new security system to include secure locks on the six doors to the offices at the Town Hall. This would be a wireless system and would include panic buttons. Selectman Hashem inquired about the security of the door into the vault room. Fire Chief Colin Colby confirmed that the door probably had a two-hour burn rating, but this would not stop any forced entry. Chief Dupuis will look into a more secure door for the vault room. Selectman Johnson requested that Mrs. Pinkham look into any insurance benefits once there is additional security in the building. Mrs. Pinkham will also call our current security system, as we have an annual contract with them, to see if the contract can be broken. No final decisions were made regarding the security issue tonight.

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- Chief Dupuis responded to a call regarding a dog that bit three people, including a child. The Rescue transported two of the folks. He advised that he does not have any equipment to deal with this issue. Under *RSA 466:13 Forfeiture* it references “Any forfeitures collected under this section may be retained by the city or town for the administration and enforcement of this chapter.” Mrs. Pinkham advised that the funds had not been segregated, but could easily be tracked in the revenue. Chief Dupuis discussed what is needed and suggested the type of equipment to be purchased and will look into the cost.
- He applied for and was awarded a grant for a PBT, (a Portable Breath Machine) valued at \$450, that will provide immediate results to the officer. As the grant requires the Board's acceptance, it will be put on the next agenda.
- He had requested a non-public session, but requested that the subject of his working hours be discussed in public. He advised that the Legislature has reduced the number of hours for his Part-Time position to 32 hours per week. Currently he is working 34 hours per week and currently reports his hours when he turns in his payroll. He proposes to work four eight-hour shifts. Mrs. Pinkham confirmed that Chief Dupuis is a salaried employee. Selectman Hashem recommended that he not submit timesheets and made a motion that per the information received that Chief Dupuis not work more than 32 hours per week. A long discussion ensued, after which Selectman Hashem withdrew his motion. Tom Mullins recommended calling the Local Government Center to talk with their legal staff for more information and guidance on this issue, which Chairman Cummings or Mrs. Pinkham will do. Further discussion ensued on hourly pay versus salary, etc. No other decisions were made.
- Chief Dupuis noted that the issue relative to carrying firearms in public places referred to as HB 330-FN was referred to Committee.

Fire Chief Colin Colby advised of the following:

- There have been 92 calls to date;
- He advised that the brush fire alert has been high recently, but has now been lowered from Class IV to Class II danger.
- Representatives from Local Government Center will do a presentation at the Fire Department on August 4th regarding responding to an emergency calls in a personal vehicle. He has invited Salisbury and Boscawen to participate.
- It is anticipated that the newly ordered fire truck will be delivered in December. Deputy Fire Chief Adam Pouliot has sent pictures of the truck to be replaced to other Fire Departments with notice of an availability date of December if they are interested.
- A visiting skunk at the Public Safety Building was eradicated from the premises by Matt Turyn without incident.
- The Board signed purchase order #20 for the Fire Department to Industrial Protection Services, LLC for carbon fiber bottle Hydro testing in the amount of \$675. The air pacs will be tested in December at the rate of \$55 per unit.

Road Agent Emmett Bean advised that the Town is on the State bid for salt for the next winter season. He has been grading the dirt roads and putting out cold patch.

Treasurer Mary Smith advised that she had made changes to the Town's bank account with everything now all under one account, but individually tracked. She further explained how the interest was paid and explained about the “target” amount required by the bank. All fees will be waived, including a current \$15 fee charged for bounced check, noting that the exception might be if the Town goes below the “target” amount. She then recommended that that \$15 fee no longer be charged to folks for bounced checks. Chief Dupuis discussed the scenario where he goes to court with a person because of a bounced check and how it could affect his ability to collect fees. Treasurer Mrs. Smith and Financial Administrator Mrs. Pinkham did not think that would be an issue. As the Board sets the fees charged, Selectman Hashem made a motion to now charge only \$25 for a bounced check plus any applicable fees; seconded by Selectman Johnson and approved.

Tom Mullins referenced the recent visit from Senator Andy Sanborn and made reference to current information from the Local Government Center, both indicating that available revenue to municipalities will be thin. He then questioned why the Board had

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not penalized Gamil Azmy for zoning violations as allowed by Statute at \$275 per day for each offense times each day of the violation, which would increase revenue to the Town. Chairman Cummings advised that the Board had a court settlement agreement and were abiding by that. Discussion ensued regarding what would happen if the Court Order is not complied with, etc. Again, Mr. Mullins asked why Mr. Azmy was not fined earlier. Chairman Cummings said that the Town of Warner was not interested in that route either referring to the possibility of a daily fine for zoning violations. More discussion ensued. No other decisions were made.

Pillsbury Lake Commissioners David Klumb and Philip Strittmatter met with the Board to discuss a proposed timber cut approved at their 2011 Annual Meeting on the 316 acre hunting preserved owned by the District and requested that the Board allow them to have access on Amherst Drive, which the Town owns in "fee simple" since the road was discontinued at a previous Town Meeting. Selectman Johnson made a motion to allow Pillsbury Lake District the right to use the road formerly known as Amherst Drive for logging purposes; seconded by Selectman Hashem and approved. Mr. Klumb then requested that the Board abate the Timber Taxes that would be due as this would diminish the revenue to the District. He acknowledged that it could be as much as \$15,000. Hopkinton Forestry will do a selective cut of up to 60% of the timber on the lot. There was much discussion on the advantages and disadvantages of abating the timber tax after which Selectman Hashem made a motion to abate the Pillsbury Lake District Timber Tax due on Map 9-6 when issued; seconded by Selectman Johnson and approved.

Mr. Klumb then requested that the Board transfer title of Map 10-6-6, 10-6-17, and 10-4-144 to the District, which would give them well head protection for the community wells. They are very interested in Map 10-6-143, which currently is being offered to the abutters for sale as was voted at the 2011 Annual Town Meeting, should it not be sold by the August 22nd deadline for bids. Lengthy discussion ensued. Selectman Hashem then made a motion to transfer Map 10-6-6 to the Pillsbury Lake District, with the District to pay any applicable transfer fees; seconded by Selectman Johnson and approved. Mrs. Jones will prepare the deed for recording. No other decisions were made at this time regarding the additional lots requested.

Chairman Cummings requested that Mr. Klumb review the cable issue as well as needed repairs to the salt shed to see what the future of the salt shed should be as well as to head up a committee for this purpose. Road Agent Bean had previously looked at the repair issues as well. Discussion ensued on the review of the project and solutions were suggested. Selectman Hashem shared some thoughts, noting that any action at the existing site would be problematic and would probably be within the buffer zone of the river. There was discussion on the Town owned seven acre parcel on Pleasant Street with input from Road Agent Bean. It was decided to appoint the following Highway Building Committee consisting of three members: Emmett Bean, David Klumb and Herman Blanchette. Chairman Cummings recommended at least two alternates to include a Selectman and possibly himself. Their task will be to look at solutions for a salt shed at the existing site and alternatives for use of the property on Pleasant Street. Chairman Cummings noted that the lot next to the Pleasant Street parcel has been offered in the past at a cost to the Town. Mr. Mullins noted that the need for a Highway Building was realized when working on the Capital Improvement Program with a realistic cost of approximately one million dollars, suggesting that the Capital Reserve Fund amount currently going into that fund each year be increased. No other decisions were made.

Chairman Cummings recommended a similar committee be formed to review ongoing issues at the Public Safety Building. After discussion of the issues regarding the buildup of ice, the ice stops installed on the roof, the electrical panels encased in ice in the past, issues with the generator, etc., it was decided that Fire Chief Colby and Police Chief Dupuis would form a Public Safety Building Review Committee. Mrs. Pinkham was requested to look into who installed the ice stops and when installed on the PSB roof for the Committee's information.

Selectman Hashem made a motion to withdraw \$469.36 from the Town Hall Capital Reserve, established in 1991 for this purpose, to cover additional expenses for repairs to the Town Hall incurred relative to Purchase Order #13; seconded by Selectman Johnson and approved.

Mrs. Jones will contact Hopkinton Administrator Neal Cass, as we have the same assessors, regarding the recent article about the taxation of camper type vehicles utilized at a campground to see what Hopkinton is doing.

Selectman Hashem commented on the additional signs placed at the campground. After discussion it was decided that if the signs were to become permanent, the owners would need to come before the Zoning Board of Adjustment.

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Selectman Hashem discussed the expected transfer of the “junk yard” on Deer Meadow Road relative to what is considered a pre-existing use versus an expansion of the use with new owners. He noted that there is no record of what was pre-existing and there is uncertainty as to what the potential new owners plan. Chief Dupuis indicated that he understood that they plan on having 21 employees and that junk vehicles would be brought in from NH and Vermont, which would be stored for insurance companies. He indicated that the plan is for each individual junk vehicle to be moved out within 90 days. There was discussion on what type and how the operation would work. Normandie Blake heard that most of the transactions would be completed over the internet. Mr. Mullins recommended that it be referred to the Zoning Board because it is a change in use. Mr. Klumb stated that the area is listed as an aquifer, which if the use is no longer the pre-existing use of a junk-yard, but an auto salvage, it would need review. He asked if there had been a base line study done known as Phase II ESA, which he indicated would require drilling and tapping. Chief Dupuis stated that the new owners are currently having a base line test done. Mr. Klumb indicated that the Town should have a copy as a base line when prepared. Mrs. Jones noted that someone had been in the office doing research on the property, but was not sure what they were doing. Mr. Klumb indicated that this test would have to be done prior to any transfer. After further discussion, the decision was for Chairman Cummings to write to the current owners and ask them to contact the Board for further information on the future plans for the property or business. Chief Dupuis indicated that the current owners will be moving very soon, suggesting the letter be sent soon.

Selectman Johnson reminded all that the Board will meet Monday, August 1, 2011 at 5:00 pm to open and announce the bids received. He advised that he will be available from the 4:00 pm to 5:00 pm timeframe. It was noted that the bid(s) will not be awarded until the August 11, 2011 Selectmen's Meeting. The August 1st meeting will be posted.

Chairman Cummings advised that five people interested in bidding on the Town Hall Roof project met on Friday, July 22, 2011 for the mandatory walk-around of the building. He explained some of the changes made to the bid specifications. The amended bid sheets will be e-mailed tomorrow to those in attendance during the walk-around. He explained that the Board did reserve the right to accept or reject any of the bids received.

Mrs. Jones noted that she would like to take vacation time beginning August 15th with plans to return to work on August 24th.

9:11 p.m. Selectman Johnson made a motion to adjourn the meeting; seconded by Selectman Hashem and approved.

George C. Cummings, Chairman

George K. Hashem

Bruce G. Johnson

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