

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

7:04 P.M. Selectmen's Meeting – October 17, 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:

- The Board tabled the Selectmen's Minutes of October 3, 2011 until the next meeting.
- A sick leave slip for Mrs. Jones.

The Board reviewed, signed for or discussed the following with Financial Administrator Wendy Pinkham:

- September Bank Reconciliation.
- Selectman Hashem inquired about whether the School had sent a revised payment scheduled due to the recent meeting where the overall annual budget was reduced. Mrs. Pinkham advised that she had not as of this date, but expected any adjustments regarding payment to be received by the next payment date.
- September Month End Budget.
- Three of the smaller 2012 Proposed Budgets: Town Clerk; Planning/Zoning and the Franklin VNA. Chairman Cummings inquired about the election budget, which is prepared by the Town Clerk. Mrs. Pinkham pointed out that she provided a detailed worksheet to show how she arrived at the budget figures.
- The Board signed a letter authorizing the Treasurer to withdraw the Impact Fee Funds to be paid to the School District this year.

Mrs. Pinkham brought to the attention of the Board several budget lines that were nearly spent, but advised that she had no concern that the bottom line of those budgets would be over.

As Police Chief Robert Dupuis was on vacation, Lieutenant Philip Mitchell presented the Board with the semi-monthly report; saying that the Department had been busy, but had no major events.

Fire Chief Colin Colby advised of the following:

- Calls are at 126 for the year; mostly medical with one recent mutual aid call for a structure fire in Warner, though Webster was sent home once they got to the staging area.
- Purchase Order #30 to Fire Tech & Safety for 1 – 02 sensor for Scott MultiGas testing meter and 1 – Multi-Gas calibration bottle in the amount of \$390.00
- Purchase Order #31 to Industrial Protection Services for 15 air pack flow tests in the amount of \$825.00
- Purchase Order #32 to Beltronics, Inc. for 6 minitor V pagers w/5-yr. extended factory warranties, charger and 2 cases in the amount of \$2,937.00
- Purchase Order #33 to Fire Tech & Safety for 1 set of bunker gear, 13 leather helmet front shields, 1 fire helmet and 1 pair of rubber fire boots with S/H in the amount of \$2,942.99
- Purchase Order #34 to Fire Tech & Safety for 1 Blizzard Wizard foam mixer for the forestry truck with S/H in the amount of \$503.00.
- He accepted the resignation of Jason Carter from the Fire Department due to personal reasons. Mr. Carter's Lieutenant's position has been filled by Art Dickerman for the remainder of the year.
- He is working on the 2012 budget.

BOS Initials:

G. C. Cummings

G. K. Hashem

B. G. Johnson

- He will soon be requesting some items for the new truck such as tools, etc.

Selectman Johnson inquired as to when the above purchase orders would be paid as he is applying for a grant for the Fire Department and felt that the least amount of funds in the budget would probably look better on the application. Mrs. Pinkham will pay for the above PO's as soon as the bills are received, hopefully by the next meeting.

As the Road Agent was not present, Chairman Cummings advised that the folks on Little Hill are real happy with the road work that has been completed. Mrs. Pinkham advised that the paving bill was less than expected.

Old Business:

Chairman Cummings advised that the last Azmy Inspection date should be November 15, 2011, but is not definitely set. As part of the "agreement" Life Safety Inspector Adam Pouliot has been asked to inspect the dwelling to see that it is in compliance with any and all State and local regulations governing duplexes. Mr. Pouliot may recruit someone from the Fire Marshall's Office. Police Chief Dupuis and Chairman Cummings may attend as well.

The Board was advised that Yestranski Electrical has completed the load test on the generator and after some adjustments it is working to capacity.

Chairman Cummings advised that the next regular meeting for Shared Services is scheduled for January 12, 2012. However, there is a special meeting on Wednesday, November 2, 2011 at 7:00 pm at the Salisbury's Selectmen's Meeting upstairs at Academy Hall to hear the Temple/Greenville Police Chief Jim McTague. He will be speaking about the shared Police Departments of Temple and Greenville. Selectman Johnson and Chairman Cummings will attend. Mrs. Pinkham is unavailable, though Mrs. Jones may attend.

Mrs. Jones volunteered to serve as the designated Staff Coordinator to work with CNHRPC on the Hazardous Mitigation Update. Selectman Hashem inquired about whether the adopted plan was on the computer so that when the time comes it could be easily amended. CNHRPC had sent the document in such a form. The Town has to provide an "in-kind" match of \$1,670, which will be tracked at an hourly rate of \$20.85 for volunteers by using a worksheet to be provided to CNHRPC. There was discussion about whether the Town was a member of CNHRPC, which it is not, and whether it would have any impact, though it did not appear that it would.

The Board signed the appointment sheet for Sue Rauth as the replacement Planning Board Member for Cliff Broker.

Mrs. Jones advised that the Trustee of Trust Funds have moved all the funds in their custody into Sugar River Bank, which is offering a much higher return of interest. A checking account requiring no balance has also been opened with Sugar River for the Trustees so that funds can be transferred into that account and checks written when necessary. The existing checking account with TD Bank will be closed out, with the mandated minimum balance of \$25 returned to the petty cash where it originally came from.

Selectman Johnson presented a Website Policy for the Board's consideration. He inquired as to whether it should be reviewed by Town Counsel as it contains a disclaimer. Selectman Hashem expressed concern about posting links to local business' regarding the possible omission of a site or any other issues. After review, discussion of the contents and suggestions from the Board it was decided that Selectman Johnson would check with LGC to see if they have a "boiler plate" policy as well as check with other local communities to see what they might have.

Selectman Johnson inquired about the letter in the read folder from Department of Revenue regarding the States assessment of the utility companies in Webster. The Town is not mandated to use these assessments. He inquired about the ability to tax the telephone poles as well. Mrs. Jones thought that the latest Legislative Bulletin had indicated that it was a "dead issue."

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The Board discussed an e-mail in their read folder regarding the amendment of the " Refuse Disposal Ordinance" and the deeds expected to be recorded that will add the Town of Webster to the property at the landfill. Mr. Cass indicated that the deeds were in fact ready and that a copy would be forwarded when recorded. Chairman Cummings referred to the adoption of the amendments for the ordinance, as the e-mail also indicated that there was a resolution to an outstanding question regarding the "swap shop" area, to see if Hopkinton is in fact ready to move forward with a Public Hearing; which could be held jointly. Refuse Disposal Committee Member Ellen Kontinos-Cilley indicated that the wording for the amendments was not entirely ready and that the committee would have more recommendations and revisions.

Selectman Hashem recommended calling Hopkinton to see when they will discuss the landfill budget as the Board has 50% say in the budget. Mrs. Pinkham noted that Financial Administrator Robert Blanchette has left the Hopkinton so Webster should keep a watch on the landfill budget. Mrs. Kontinos-Cilley said that she had copies of the budgets that she could forward to the Board. She thought that the Hopkinton Board of Selectmen would be reviewing the landfill budget at their meeting on October 24th. She noted that there were two separate budgets: one for the landfill and one for the wastewater or lagoon(s) at the landfill.

Mrs. Kontinos-Cilley advised that the Committee recommended security cameras for the pump house for the wells, currently not in the budget. This would be either an added line item or funds would come from a Capital Reserve. She advised that there is a recycling fund in Hopkinton and their committee voted to ask and it was voted at their last meeting to pay for security cameras at the facility from these funds. The Board reconfirmed that Webster would not be paying for these security cameras, to which Mrs. Kontinos-Cilley concurred. She noted that the recycling committee's role was only to make recommendations.

Selectman Hashem again stressed the importance of this Board being aware of what is happening regarding the landfill budget. The decision was to have Mrs. Jones e-mail Hopkinton Town Administrator Neal Cass to find out when the landfill budget would be discussed so that our Board could attend. She will inquire about the amendments to the ordinance as well.

8:05 P.M. Selectman Hashem made a motion to adjourn the meeting; seconded by Selectman Johnson and approved.

George C. Cummings, Chairman

George K. Hashem

Bruce G. Johnson

BOS/jj

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