

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

6:35 P.M. Selectmen's Meeting – December 12, 2011

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

The Board signed the payroll and check manifests.

Chairman Cummings announced that the Selectmen's Meetings will now begin at 6:30 P.M. from now into the foreseeable future.

The Board signed the following for Administrative Assistant Judith Jones:

- Selectman Johnson made a motion to accept the Selectmen's Minutes of November 28, 2011 as written; seconded by Chairman Cummings and approved. Selectman Hashem abstained as he had not read them.
- Selectman Hashem made a motion to accept the Selectmen's Minutes of November 28, 2011 – non-public session as written; seconded by Selectman Johnson and approved.
- Chairman Cummings announced that there were two sets of sealed non-public minutes: November 14th and November 28th. Following the November 14th meeting, Selectman Hashem had second thoughts about these sealed minutes and talked with the Local Government Center for advice. He then discussed his concerns with the Board. Chairman Cummings also spoke with LGC and after discussion it was agreed that the non-public minutes did not need to be sealed. The November 14th minutes were relative to benefits requested for the part-time position for the Town Clerk. LGC Staff Attorney Paul Sanderson advised that benefits for elected officials needed to be a warrant article and decided on at an annual town meeting. Selectman Hashem then made a motion to accept as written the Selectmen's Minutes from the November 14th and November 28th non-public sealed sessions as regular non-public minutes; seconded by Selectman Johnson and approved. These minutes will now be posted on the website.
- PO #45 for the Selectmen's Office to Twin Rivers Office Machines, Inc. for a multifunction copier in the amount of \$880.
- Appointment sheet for Mary Jane Turcotte as Planning Board Alternate until 2014.
- Appointment sheet for John Clark as member of Currier & Ives Byway Committee with no expiration.
- Appointment sheet for Paul Silberman as Member of Currier & Ives Byway Committee with no expiration.

Discussion followed by the Board regarding mail received indicating that the Currier & Ives Scenic Byway would be seeking matching grants. Concern was raised as to whether they could obligate funds from the Town. It was pointed out that they could not do so without a vote of the Town Meeting. Earlier correspondence from the Byway Committee suggested that they would be doing fundraisers, though there was no purpose stated. No decisions were made.

The Board signed the following for Financial Administrator Wendy Pinkham:

- Payable register for a single check cut after the last meeting.
- Bank reconciliation for October and November.
- Intent to Cut for Robert Drown, Sr. – Map 5-67.
- Purchase Order #46 for the Highway Department to Jordan Equipment Co. for cutting edges, etc. in the amount of \$2,364.94.

The Board signed PO #44 for Police Chief Robert Dupuis for the Police Department to Surplus Office Equipment for a 4-drawer lateral fire proof file and S/H in the amount of \$1,134.

Chief Dupuis will be taking the 2010 Crown Vic to Hillsboro Ford regarding electrical issues. If the electrical issues are related to work done by Ossipee Mountain Electronics, the car may need to be taken there. Chief Dupuis advised that work done by

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them it would be under warranty if that is the cause. He is also having issues with his radio reception and may have to take it to Ossipee Mountain Electronics for repairs.

Chief Colin Colby left a message saying he was on a call and not sure if he could make tonight's meeting. However, he did advise that there were 144 calls to date.

Road Agent Emmett Bean advised that he had \$5,000 in an Expendable Trust Fund to use for work at the Salt Shed, which he has not yet done. He requested permission to buy cement blocks and felt paper to use at the Salt Shed to hold the sand back from going into the river. The Highway Building Committee consisting of Mr. Bean, Dave Klumb and Hermie Blanchette discussed this issue at a meeting and thought it was a good solution until a decision was made as to what to do about the salt shed. Mr. Bean then said that he had done a small amount of work recently that could come from the Expendable Trust Fund. Once the exact amount is known, the funds can be voted to be withdrawn from the fund.

Mr. Bean referred to an earlier discussion at a Selectmen's Meeting regarding issues at 113 Centennial Drive whereby the road is narrowing due to actions of the homeowner and is difficult to maintain. He invited the Selectmen, Planning Board Chairman Jere Buckley and Chief Dupuis to join him to review the situation. These folks will meet at the Public Safety Building on Saturday, November 17th at 9:00 A.M.

FEMA funds for Hurricane Irene were received earlier in the amount of \$5,959.91. Mr. Bean requested that the Board credit his budget by this amount, as they had done in the past. Selectman Hashem made a motion to allow Mr. Bean to overspend the Highway budget by the FEMA reimbursement of \$5,959.91; seconded by Selectman Johnson and approved.

Mr. Bean requested a non-public session later in the meeting to include the Police Chief.

Selectman Johnson asked Mr. Bean about Chadwick Hill Road's condition regarding the logging operation. Mr. Bean advised that the logger has finished the operation and have been smoothing out the area with an excavator. He had asked the logger to leave it in better condition than it was found when the operation started. He noted that when he looked at it earlier the logger had cleared the issues of water backup from the beaver, which he expects will return. Otherwise, he had not been back to check it, but will soon. Selectman Johnson indicated that it looked fine to him. As this is a Class VI road it cannot be maintained by the Town and one would need permission from the Board to work on it and no one has approached the Selectmen for such permission. Mr. Bean advised Logger Jon Condi of the need to be in touch with the Board about any work to be done on any roads other than Class V. Selectman Johnson requested that Mr. Bean notify the Board of any concerns he may have. A lengthy discussion ensued on Class VI roads regarding liability and maintenance in general.

Mr. Bean advised the Board of his proposed 2012 budget which has only a flat 3% increase. He requested \$140,000 for road preservation to be a separate article as it was last year. There were questions as to which roads he would work on. He advised that he would prefer to continue working from where he left off this year, noting that Deer Meadow Road will be a huge project when undertaken. Mr. Bean was concerned about the amount to be received from Highway Block Grant as there has been a decline of that revenue recently. Mrs. Pinkham advised that the amount for the Block Grant, which this year is proposed to be \$69,330, didn't matter as long as the funds were appropriated at Town Meeting as whatever is not received from Block Grant would still be raised by taxation. She said that the only reason that the Highway Block Grant money is segregated in the budget is to show what might be set off by the revenue from that source.

Fire Chief Colby arrived late as he had been on a call for carbon monoxide. He again advised that there have been 144 calls to date; mostly medical and one mutual aid in Boscawen to a structure fire resulting in a fatality. He also advised that he is checking to see what is needed for tools for the new truck indicating that there was \$5,000 for this purpose. Selectman Johnson inquired about the delivery. Chief Colby expects the truck to be in Attleboro, MA in January. Also, he has talked with Mr. Bean and Matt Turyn who will work together to repair the broken dry hydrants in an effort to save money. He will request that the Black Water Dam hold back on the water at the time of the repairs to make it easier to work on the hydrants.

Resident Don Koberski requested that the Selectmen revisit the closing of Centennial Drive to all through traffic. Chairman Cummings said that it will be put on the agenda for some time in January.

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7:37 P.M. Selectman Hashem made a motion to go into non-public session pursuant to RSA 91-A:3 II (c) to discuss matters that might adversely affect the reputation of a person; seconded by Selectman Johnson. Roll call: Chairman Cummings – yes; Selectman Hashem – yes and Selectman Johnson – yes.

8:02 P.M. Chairman Cummings reconvened the meeting. He advised that the Board discussed matters that could affect the reputation of an individual and voted to seal the minutes.

Selectman Johnson made a motion to accept the "Appointment Procedure Policy" and the "Volunteer Interest Form for Boards and Committees" as proposed by Selectman Johnson; seconded by Selectman Hashem and approved. A final copy will be signed by the Board at the next meeting.

The Board will appoint volunteers to the Hazard Mitigation Plan 2012 Update at the next meeting. The first committee meeting will be January 11, 2012 at 6:00 P.M.

There will be a joint hearing with the Town of Hopkinton on January 3, 2012 at 5:30 P.M. regarding the amendments to the "Refuse Disposal Ordinance". Chairman Cummings advised that members of the Board met with Hopkinton last week regarding the 2012 proposed landfill budget, which is already with the Budget Committee. Assistant Superintendent of Public Works Steve Clough attended this meeting as well. They discussed the proposed break room to be built above the existing office at a proposed cost of \$25,000 for materials with much of the labor to be done by the employees. Chairman Cummings requested that Webster be notified in the future when the budget would be discussed so that the Webster Board could attend.

Chairman Cummings reported that the Energy Committee met on November 30th and is looking at a grant proposal for solar power lighting for the Veteran's Memorial and any other suitable location. They plan to buy programmable thermostats for the Town Hall at a minimal cost probably this year and are proposing to purchase windows for a portion of the Grange Hall that has no thermal pane windows at a cost of approximately \$600 probably next year.

Selectman Johnson inquired about information from Central NH Regional Planning regarding annual dues to join their organization. Mrs. Jones noted that typically the Planning Board recommends whether or not to join and that they would be discussing it at their meeting Thursday. No decision was made.

Chairman Cummings will write the Selectmen's Report for the Annual Report. The Board will work on the dedication.

The Board approved the request of Brenda Silver to remove the carpet on the stairway in the dining area and replace it with paint and some kind of non-skid treads after the first of the year.

Selectman Johnson inquired about the letter that was sent to Avitar regarding removing Webster's assessing information from their website. Mrs. Jones spoke with Avitar representatives at the LGC Annual Conference and they indicated that it would be done.

The Board reviewed the new printout of the budget. There were some changes recommended, which will be added or deleted for the next review.

Other topics covered during the budget review were as follows:

- A Warrant Article will be drafted relative to individual insurance benefits for those employees working at least 15 hours per week. It was suggested Mrs. Jones call the Town of Canterbury for wording of a warrant article as they offer these benefits and Mrs. Pinkham suggesting calling GFOA for any input. There was general discussion on the benefits, potential costs, etc.
- The snow stops on the roof of the Public Safety Building are causing issues when the snow slides. Chief Colby will review the issues with Ron Derby from Steel Umbrella to discuss possible solutions. There was discussion on some type of permanent covering over the generator or possibly moving the generator. No decisions were made.
- On-call time for the Police Department was again discussed and whether restricting or not restricting the officer's activities would affect whether or not an office received compensation. Chief Dupuis indicated that he did not object to no

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