

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

6:54 PM Selectmen's Meeting – May 14, 2012

Starting time was delayed due to the 2012 Hazard Mitigation Plan Update – Public Informational Meeting that started at 6:00 pm.

Present: Chairman George Cummings, Selectman Bruce Johnson and Selectman Roy Fanjoy.

The Board signed the payroll and check manifests.

The Board signed the following for Administrative Assistant Judith Jones:

- Selectman Fanjoy made a motion to accept the Selectmen's Minutes of April 30, 2012 as written; seconded by Selectman Johnson. Selectman Johnson questioned page 2 of the minutes where the Road Agent spoke about the "dig safe marks have been checked by Dig Safe folks..." as there was no reference as to which road and as it was regarding Deer Meadow Road, he recommended to amend the minutes to include the road name, to which the other Board members agreed. Therefore, the recommended amendment will be made and the minutes will be prepared for the next meeting.
- Selectman Fanjoy made a motion to accept the Selectmen's Minutes of the May 7, 2012 work session as written; seconded by Selectman Johnson and approved.
- A deed waiver for the Tax Collector for Map 10-1-68 as the Board is not in favor of having the property Tax Deeded.
- 2011 Abatements were approved for Map 10-1-138 and Map 10-5-127.
- An appointment for Michael Greenwood as an Alternate to the Refuse Disposal Committee until 2014 was reviewed. Ellen Kontinos-Cilley questioned the expiration date as she believed it was in the last minutes as 2015. Mrs. Jones will review the records and the appointment will be available to sign at the next Selectmen's Meeting.

Financial Administrator Wendy Pinkham advised the Board of the following:

- Bank reconciliations for the month of April; three for Mrs. Pinkham and one for Treasurer Mary Smith.
- The Town's general fund account with TD Bank will hopefully be closed by May 31st and be transferred entirely to Merrimack County Savings Bank.
- Budgets through April 30th were provided.
- She recommended that the Board read the latest Legislative Bulletin Senate Bill relative to the spiking penalty that will hit every employer in regards to the NH Retirement System. Should it pass, it could be costly in the future for the Town. She indicating that there would be the possibility of substantial costs to the Town if employees retired from the Town in the near future. She suggested that the Board might want to consider withdrawing from the System and join another retirement system. She offered to look into alternative plans and the process should the Board be interested. John Clark recommended looking at the Statute that refers to Municipalities, which Mrs. Pinkham will do. She thought the Bill was headed to the House. There was general discussion on the SB and the process. Chairman Cummings noted that the amendment was of concern. MJ Turcotte commented that the SB only applies to the end of employment benefits or extra compensation. No decisions were made.

Police Chief Robert Dupuis advised the Board of the following:

- There were 25 calls for service; the highlights were read including the possession of heroin. Surprised that it was in Webster, Chairman Cummings requested more detail regarding this. He advised that this was a call at 3:00 am regarding a suspicious vehicle that when checked was found running, with a person behind the wheel found impaired. Upon searching him he was found to be in possession of heroin on his person as well.
- He received notice of the availability of a grant from Homeland Security and FEMA for portable radios. He has applied for and found one for \$3,584, with no matching funds needed. The portable radio that they are recommending cost \$3,232.24, but it doesn't say if that includes programming. He called a Motorola Dealer and was referred to a person in the State that does the Grants for more information. He placed a call to her and was only able to leave a message. The grant needs to be in by Monday, which he has nearly completed. When completed, he will need the signature of the Chairman.
- The speed trailer has been on Centennial Drive since the middle of last week. There is a modular available for the Speed Trailer that downloads to the office computer the date, time and speed of the vehicle going through. Once he has this information he recommended meeting with the Pillsbury Lake District to show them the information on Centennial drive. He noted that there have been a lot of speeding stops on Battle Street near the Salisbury Town Line. He plans to put the speed trailer there next, then on to Tyler Road and White Plains Road.

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- Surrounding towns have reported numerous thefts in the early morning hours of catalectic converters, by using a sawsalls or battery operated tools to remove them. Recent thefts in Town included a wood splitter and a lawnmower from the yard of residents, noting these were taken from firefighter's homes, but he was not sure there was any connection.
- The DARE graduation will be at the School next Thursday, though he was not sure of the time. Selectman Johnson believed that it was scheduled for 6:30 pm. Unfortunately, Chairman Cummings has other commitments. Selectman Johnson will attend as well as a Salisbury Selectman. The PTO offered to get a cake plus other food items will be provided. The Police Association will provide the shirts and other items to be presented.
- Regarding the reverse 911, Chief Dupuis advised that it was through the "Amber Alert". They are called and then they have the list and can then call anyone in the Webster exchange. He was not sure if it would call unlisted numbers and noted that it will not call cell phones.

Mr. Clark, relative to grants, advised that there is new technology called PING IV out of Manchester, which allows the Chief of Police in the community to put a map out that can be downloaded on a phone for free by any resident. This will allow the resident to not only give the message, but will have the ability to take a picture and they can talk back to dispatch with information. Manchester has put it into operation and Nashua is looking at it. He noted that a "smart phone" would work best. The cost depends on the population. Mr. Clark suggesting that it may be available through infra-structure grants available or by working with local business, saying it was an excellent application.

Chairman Cummings inquired of Chief Dupuis as to whether the State had any stationary or mobile monitors, with photo capabilities to take pictures of the license plates. He did not think so, noting that Concord had photo capabilities at some of their traffic lights, but knew of no others in NH. He explained how it worked in some other states across the country. There was discussion on how this worked and the advantages.

Fire Chief Colin Colby advised the Board of the following:

- It has been fairly quiet. There was a mutual aid call for a water rescue in Boscawen.
- The Capital Area Meeting will be Thursday in Bow.
- Supplies are being gathered and preparations are being made to put the broken dry hydrants in service this summer with the help of Emmett Bean. He inquired about the donation of the services of a backhoe and how the insurance would work should a hose burst and leak fluid into the river who would be liable. If it were a contractor they would have their own insurance. Mrs. Pinkham noted that the Town has insurance, but it would depend on the circumstances. There was general discussion on liability, whether work was done by a volunteer or was done through contracted services. Mrs. Pinkham will check on the issue of volunteers and liability or call Deb Lewis at LGC for further information.
- There is an upcoming training on rescue tools on June 16th with the five towns as mentioned at the previous meeting.
- There will be an evening of boat training on the lake, the lake to be determined.
- A tour of the campground is being initiated as there are lots more seasonal campers and all should be familiar with the layout.
- The next business meeting will be May 31st.

Road Agent Bean advised that all was okay.

Selectman Fanjoy advised that Mr. Bean had called him about the upcoming logging operation on Mutton Road. He discussed the landing location proposed by the forester and felt that the new plan was less of a problem than the one originally proposed. He indicated that the logger plans to reclaim the area after the logging is complete. Another landowner is thinking about logging in the same area. He spoke with those folks on the Class VI portion of the road and invited them to tonight's meeting if they had concerns. Mr. Bean and Selectman Fanjoy met with the logger advising him that the Town could not make any repairs to a Class VI portion of the road, but Mr. Bean expressed confidence that the logger will do as he says, plus the logger has provided a statement outlining his plans. Selectman Fanjoy will send an e-mail to the logger indicating that the Selectmen do not have a problem with the plan.

Addressing Mr. Bean, Chairman Cummings referred to Deer Meadow Road, noting that the new owners of the old "junkyard" were bringing in fencing, etc. as they move forward with their improvements and inquired about the timetable for paving. Mr. Bean advised that he doesn't plan to pave until the end of August, after the "junkyard" was all set, further explaining the best way to do successful paving. He has ripped off 500' of tar so far on Deer Meadow Road. Later in the meeting there was a question about the fencing at the "junkyard" and whether it would surround the whole yard area, with Chief Dupuis advising that he had visited the site, but will stop in tomorrow for an update. Mr. Bean questioned about when the weight limit was posted, would it apply to the "junkyard" or would they be exempt as he had heard. No one on the Board was aware of such a statement. Mr. Bean did want to know how it would be enforced. Chairman Cummings said that if it were posted, it would be posted for all. As Mr. Bean can issue permission to haul when the

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roads were posted, Chief Dupuis recommended that a form be available so that if someone were stopped the signed form from Mr. Bean could be presented.

Mr. Bean advised that he had been grading the dirt roads, cleaned out the turnarounds, and has been doing cold patching (at \$85 per ton). He worked on Lake Road and the culverts on NH Drive were smoothed up and both areas will be paved this summer.

Treasurer Mary Smith confirmed what Mrs. Pinkham had stated earlier about closing the TD Bank general account by the end of the month to avoid any further bank fees. She discussed outstanding check, inquiring if there was any law requiring that checks be cashed in a certain timeframe. No one was aware of such a thing. Calls could be made to those folks with outstanding check draw on TD Bank and be requested to cash them. Mrs. Pinkham noted that she would have to turn any payroll checks not cashed to the State of NH as taxes have been taken out.

Tom Mullins was not present as he had requested. Chairman Cummings noted that at the last meeting the Board discussed having those wanting to be on the agenda provide an agenda item, but did not feel that Mr. Mullin's agenda item met the Board's requirement. He went on to say that the Board meetings were to do the business of the Town, indicating that the Board needs the information for the agenda item to decide whether it was appropriate for the Board or not. This would include comments or discussion at the end of any meeting should one want to speak and if the discussion did not serve any purpose for the Town there would be no reason for it. Though he thought the Board had made it clear at the last meeting, he suggested that the "agenda item" may need to be made through a policy to make it clearer to folks. He noted that folks attending the meeting expected the Board's agenda to be clear and sufficient enough for them to decide whether they want to attend the meeting or not. Selectman Johnson volunteered to draft a policy for the next meeting.

Fred Reagan, of Merrimack Valley School District, will attend the next meeting and will have maps of the School and Town property so that the Memorandum of Understanding can be adopted by the Board and then sent on to the School for their adoptions.

Chairman Cummings updated the subject of 77 Centennial Drive. He has received many phone calls and e-mails with folks interested in perhaps flipping the property for profit as the property is being offered at a reduction. He explained some of the issues facing anyone interested and the steps needed for the property to be in compliance, indicating that it would be a major project to undertake.

Chairman Cummings referred to an e-mail regarding the final amendment to HB 326 regarding the Flood Control monies. It is amended in the House and has the full support of Senator Andy Sanborn on the Senate side. Towns will get their money for 2011 and 2012 in 2014 and 2015, essentially doubling up on the funds in those years. He talked to a reporter last week asking him how he felt and he asked her to tell him about what and then he would tell her how he felt about it. He indicated that this is how he found out about the text of the HB. General discussion ensued on receipt of revenue from the State in general. It was also mentioned that Senator Sanborn is tentatively on the June 25th Selectmen's Agenda.

Selectman Fanjoy visited the cell tower on Dustin Road and took pictures. He explained the configuration of the antennae and how he thought it would look after the proposed changes. Chairman Cummings referred to the work session last week when a letter of response to KJK Wireless was discussed as well as the need to amend the Zoning Ordinance on Personal Wireless systems, as the Ordinance does not cover this type of request. He had the letter of response to KJK Wireless which basically reiterated what was proposed in the letter of intent for changes to the towers and the statement that "...The Board of Selectmen has reviewed the information provided and has determined this modification does not require review or approval of the Planning or Zoning Board. You may proceed. If there are to be any further modifications in the future, please submit a request for approval as you did this time. Thank you. Sincerely." He is hopeful that the Zoning Ordinance will be amended by next year as mentioned above. The Board then signed the letter.

Selectman Johnson read the "Return Check Policy" draft. They discussed the fees to be charged to include \$25 plus any bank fees. He questioned who should track the returned checks as once there are two returned checks in one year, the customer must pay with cash or bank check only. After discussion it was decided that the Treasurer should be the one to do so. Selectman Johnson will review the draft for the next meeting.

Selectman Johnson drafted an RFP for the carpeting of the Town Hall, using the roofing bid as a guideline. He requested that the Board review and decide what needs to be deleted, etc. Selectman Fanjoy made a motion to take the draft home, review it and bring it back to the next meeting. The Board reviewed the original carpet sample and the specifications. Mrs. Jones advised that the tile that was used in the hall was now discontinued, but was still available through Corriveau-Routhier and will get the information. There was

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much discussion on how, what and when regarding the instillation, adhesives etc. as well as the type of carpet and any tile that may be used. Sue Roberts questioned whether anyone had discussed this with Custodian Brenda Silver. Ms. Silver had discussed the replacement of the carpet with the Board previously. Selectman Johnson will continue to work on the RFP for the next meeting.

Selectman Johnson advised that Shared Services met last week in Webster. At the next meeting they will talk to representatives from the State regarding purchasing through them and what they have to offer. They will also work on questions for the County and have a representative that will go to the County to see if they can work with the Committee. The Committee will start working on action plans such as the purchasing, electricity and employment benefits at the next meeting in mid-July in Warner.

The Board reviewed the potential list of properties to be deeded under the lien process. Selectman Fanjoy made a motion to accept the list as presented; seconded by Selectman Johnson and approved. It was noted that some of these will be paid prior to the necessity to process the liens.

Chairman Cummings noted that the next time there will be significant items on the agenda. He had hoped to talk with Mrs. Silver to come to this meeting, but did not, so he will talk with her about the carpet and the Town Hall improvements that she plans to do this year. Selectman Johnson will also talk with her.

Chairman Cummings discussed the Police Chief's contract relevant to the hours worked. The Chief's hours per week have changed three times, though mentioned in the Selectmen's Minutes the contract was never amended to reflect the changes. It was suggested that the Board just change and initial the original contract. Selectman Fanjoy made a motion to amend the contract to read 32 hours per week, seconded by Selectman Johnson and approved. A non-public session was recommended. Mrs. Jones provided the original contract.

Selectman Fanjoy inquired about how many non-public sealed minutes there had been over the years. Mrs. Jones noted that the office opened and minutes were available from 1977. Chairman Cummings served a number of years in the past indicating that there were few non-public sessions. Mrs. Jones noted that there were few non-public sessions until the mid-90's. No other action was taken.

Ms. Kontinos-Cilley inquired about the Police Department Procedures, especially pertaining to complaints, and progress. Chief Dupuis advised that they were done. He had been provided them a few at a time to the Board for their review.

Sue Roberts inquired about the appointment of Sarah Chalsma as an Alternate as opposed to a full member to the Agricultural Commission on April 16th. Ms. Chalsma had inquired at the office as to the reason and Mrs. Jones had sent her an e-mail so that the Committee would have a listing of those appointments to date, though she did not send it to any other members of the Commission. Mrs. Jones also told her that the only reason she was appointed an Alternate was because Mrs. Jones had asked the Board to appoint her as an Alternate as those vacancies needed to be filled as well. The Commission had only recommended two names to be appointed and Mrs. Chalsma had filled out a "Volunteer" sheet for this Commission. Mrs. Jones had also told Mrs. Chalsma in the e-mail that the Board could easily change her appointment status to full member, but she had not responded to the e-mail. Ms. Roberts indicated that the Commission was in chaos trying to figure out where the appointments were. Again, Mrs. Jones said that she had sent the Commission list to date to Ms. Chalsma, though not to the other members. Ms. Roberts then said Marty Bender had been at the meeting earlier, but had to leave, and had asked her to inquire about this and also said that Mrs. Chalsma would like to be a full-member, therefore Selectman Fanjoy made a motion to appoint Sarah Chalsma as a full member of the Agricultural Commission until 2015.

8:48 pm Chairman Cummings made a motion to go into non-public session with Police Chief Robert Dupuis to discuss his annual review pursuant to RSA 91-A:3 II (a) to discuss personnel issues; seconded by Selectman Fanjoy. Roll call: Chairman Cummings – yes; Selectman Johnson – yes; and Selectman Fanjoy – yes.

9:26 pm Chairman Cummings reconvened the meeting. He advised that they discussed and completed Chief Dupuis' annual review as well as an additional personnel issue.

Immediately following Selectman Fanjoy made a motion to adjourn the meeting; seconded by Selectman Johnson and approved.

George C. Cummings, Chairman
BOS/jj

Bruce G. Johnson

Roy E. Fanjoy

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