

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

6:31 pm Selectmen's Meeting – October 15, 2012

Selectmen present: Chairman George Cummings, Selectman Bruce Johnson and Selectman Roy Fanjoy

The Board signed the following for Administrative Assistant Judith Jones:

- Selectman Johnson made a motion to accept the October 1, 2012 minutes as presented; seconded by Selectman Fanjoy and approved.
- Selectman Johnson made a motion to accept the October 1, 2012 work session minutes as written; seconded by Selectman Fanjoy and approved.
- Selectman Fanjoy made a motion to accept the Non-Public Sealed Minutes of the Selectmen's Meeting of October 1, 2012 as written; seconded by Selectman Johnson and approved.

The Board signed the following for Financial Administrator Wendy Pinkham:

- Voting Warrant for the Town Clerk to post.

Mrs. Pinkham reviewed with the Board information she had received from Selectman Johnson about a newspaper report regarding L.G.C.'s refunds to participants. She relayed that within that notice L.G.C. would be informing the participants within 14 days how much will be put toward a "Contribution Holiday". Mrs. Pinkham clarified that this is not the \$52 million dollars L.G.C. was ordered to pay back in a settlement case, but a separate \$22.5 million in surplus for the past year. As soon as she is informed by L.G.C., she will let the Board know the exact amount.

Mrs. Pinkham was asked by Brenda Silver to ask the Board if they would know of anyone who would pick up the leaves at Town Hall after she gets them all together for disposal.

Police Chief Robert Dupuis advised the Board of the following:

- The Board signed Purchase Order #31 for 4 snow tires in the amount of \$481.00.
- He is trying to schedule Austin Mountain to come down and convert the fire and emergency management radios. Fire Chief Colby stated that one of his members had been in contact with an outside agency that would convert the fire radios to narrow band for free. Chief Colby needs to speak directly with this source. He will coordinate with Chief Dupuis.
- Chief Dupuis shared a letter of appreciation for Officer Shapiro's assistance during a CPR call. The letter will be placed in his personnel file.
- Chief Dupuis would like to have his secretary, Linda, clean the offices; sweep/mop the floors-one side one week and the other side the next week. This would include the kitchen, the hallways and the offices in the Public Safety Building. Chief stated she would be paid for a few extra hours per week out of the maintenance portion of the Public Safety Building account.
- Chief Dupuis then discussed the moving and re-wiring of the generator. He suggested that all the selectmen come and take a look at the situation. He and Selectman Fanjoy did feel that extending the roof over the generator would be a lot easier and less expensive than moving the generator. A brief discussion followed with Emmett Bean, Road Agent, Chief Dupuis and the select board. Chief Dupuis will get prices regarding the roof.
- The Chief did not bring his statistics report with him. He stated there was nothing remarkable other than the arrest of one adult for a stolen gun.

BOS Initials:

G. C. Cummings

B. G. Johnson

R. E. Fanjoy

At this time Selectman Johnson brought forward a letter of thanks from Chief Dupuis and the Select Board to Lt. Mitchell for his diligent work on the arson case last November. Selectman Fanjoy made a motion to accept the letter as written and sign it; seconded by Selectman Johnson; approved unanimously and signed by the Board. The letter will be presented to Lt. Mitchell at the next Board of Selectmen's meeting, October 29, 2012.

Fire Chief Colin Colby advised the Board of the following:

- All quiet for the Fire Department except for medical calls.
- The Capital Area Meeting will be in Warner this Thursday night. The topic will be discussion of the budget. Chief Colby stated he will hopefully come back from that meeting with a firm number and what it will cost the Town for dispatching fees.
- There will be an Officer's meeting next week to discuss Chief Colby's budget for the Fire Department. Selectman Johnson invited Chief Colby to the Board's next budget meeting on October 29th at 4:00 p.m.
- Chief Colby will be working with Jere Buckley, Chairman of the Planning Board, and Emmett Bean, Road Agent, regarding amending the Town's Driveway Regulations.

Road Agent Mr. Bean advised the Board of the following:

- Two road signs are missing again; Tyler Road and Battle Street from the corner of same. These same signs went missing back in May. Mr. Bean stated that even though the two roads are state roads, he was able to replace the signs the first time with ones that he had at the Town shed. The Town did order and receive a Tyler Road sign; the Town will need to order a Battle Street sign. Chairman Cummings asked Mr. Bean how the signs were taken. Mr. Bean stated they were pulled off.
- Mr. Bean's project for sand and seal that was slated to be done by October 1st did not get done due to rain. Mr. Bean thought it was too late and too cold. He talked to Selectmen Fanjoy and Johnson and used the money from the oiling for shimming on Deer Meadow Road, which is all "Pavement Preservation" money because there was only enough for sealing the roads for this year. That's why so much work was done on Deer Meadow Road this year.
- Mr. Bean stated he received winter sand; did ditching and graveling on New London Drive and Manchester Drive. He was currently working on Mutton Road. He did some grading on Pleasant Street. Selectman Fanjoy reiterated that Deer Meadow Road looked good.

Treasurer, Mary Smith advised the Board of the following:

- The process of direct deposit of payroll checks had begun. It will not take place until the next pay period because this first step is the "prenote", i.e., all account information must be reviewed by the bank for any errors prior to the transfer of funds.
- Mrs. Smith was made aware by the bank that the process needs two people to approve each payroll, herself and Mrs. Pinkham. However, there may be a time when Mrs. Smith will not be available so she will need a back-up. Mrs. Smith asked if one of the Selectmen would be willing to do it. After a brief discussion, Selectman Johnson agreed to be Mrs. Smith's back-up.

Chairman Cummings then invited Mr. Tom Godfrey, Life Safety Code Enforcement Officer, to address the Board regarding his **PROPOSED INSPECTION REQUIREMENTS** that he had e-mailed to the Board earlier in the day. A lengthy and in depth discussion reviewed fee schedules, permits, communication to Town residents and liability of the Town and the personal liability of Mr. Godfrey. Mr. Godfrey also pointed out that not all visits would require a fee; depending on the request, Mr. Godfrey would be willing to do "courtesy calls" as long as there is some mechanism in place to take care of the liability of it. He will re-do his proposal with a list of inspections that would be mandatory and a list of inspections performed upon request, as a courtesy. Fire Chief Colby agreed that separating the requirements into two parts would cover everything. Mrs. Pinkham stated that the Town has a liability policy that covers every public official. In conclusion, Mr. Godfrey will contact his attorney and L.G.C. regarding liability coverage and documentation that might be needed for the homeowner to sign.

BOS Initials:

G. C. Cummings

B. G. Johnson

R. E. Fanjoy

The Board referred a request from Richard W. Benson for Susan D.B.Panilaitis, Sandra E. Sargent, Patricia A. Bechard, and Nancy L. Geiger, to raze the existing dwelling at 118 Westwind Village Road and replace it with a new one to the Zoning Board of Adjustment for the ZBA's consideration. The property is a pre-existing, non-conforming lot shown on tax map 13 lot 4.

The Board will host their "Annual Bring Your Own Pot Luck Supper Christmas Party" on Friday, December 7, 2012 at 5:30 at the Town Hall.

The next item on the agenda "Review Investment Policy" will be postponed until the next BOS meeting of October 29, 2012.

Selectman Johnson discussed the October 1, 2012 Shared Services meeting. Issues before the Committee include a draft request for proposals for legal services (bid list for law offices, including towns' current attorneys), benefits and assessment. The Committee is looking at ways to combine services in order for towns to save money. The above stated are the current action plans. The next Shared Services meeting is November 29, 2012.

The next item on the agenda was the Refuse Disposal Facility proposed budget. Selectman Johnson stated that he and Steve Clough will be meeting with the Hopkinton Board of Selectmen on Monday, October 22, 2012 at 6:00 p.m. He stated that he had attended the last Refuse Disposal Committee meeting when they discussed the ordinances they will be bringing back to Webster and set their budget which only needs to go by the Hopkinton selectmen. Selectman Johnson had a copy of the budget. He stated that some of the big items coming up will be a vertical bailer - \$20,000; scale system replacements - \$75,000 and a loader replacement - \$95,000. These are all scheduled for replacement in the next six to eight to ten years.

At this time, Joan Doucette, town resident, was recognized. She asked about the disposal of animal and kitty litter waste. Residents are not allowed to dispose of used kitty litter on their own property because of bacteria, etc. At the Transfer Station the waste is dumped in a pile which is on a slope. When it rains that waste leaches down to the water. Ellen Kontinos-Cilley, town resident and member of the Refuse Disposal Committee will have Steve Clough contact Mrs. Doucette. Selectman Johnson asked the Board if they had anything they wanted him to address to the Committee on Monday. Mrs. Pinkham asked if there was any big equipment in the budget for 2013 because the Town of Webster will have to budget for it separately. Chairman Cummings stated he had concerns regarding the use of the loader when pushing trash up into the bins. It seems that is done during peak times of people doing their dump runs. There are a lot of people there with cars. Even though there hasn't been a problem, Chairman Cummings stated he thought it was very inefficient use for such a big piece of equipment. At the time the loader was in use, Transfer Station employees had to stop the traffic. Mrs. Kontinos-Cilley asked Chairman Cummings if this happened on certain days. He stated Saturdays are when he is generally there. Selectman Johnson asked if there was anything about the budget that Mr. Cummings would like him to bring before the Committee. Mrs. Pinkham had a question regarding paving at the Transfer Station. The documents she referred to show the monies expended from Equipment not Paving. Mrs. Kontinos-Cilley will add that question to her list for the meeting Monday night.

The next item on the agenda was the subject of refrigerator donations. The Town has received two offers. Chairman Cummings will check the measurements in the kitchen and contact the two donors.

The next item on the agenda was Town Hall rental for a Candidates' Night. Selectman Johnson had concerns as the Candidates' Night changed to just one candidate who wants to be with people and have an information night. Does that event then become something different from a public information forum or would it require a Town Hall rental fee? Chairman Cummings stated that a one candidate night is not a public service and therefore would have to pay the rental fee. Selectman Johnson added that because it was not a public service, it would not be publicized on the website as the last Candidates' Night had been because the Town is not sponsoring or supporting it.

BOS Initials:

G. C. Cummings

B. G. Johnson

R. E. Fanjoy

