

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

6:33 pm Selectmen's Meeting – November 13, 2012 – Regular Session - Tuesday

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

The Board signed the following for Administrative Assistant Judith Jones:

- Selectman Fanjoy made a motion to accept the Work Session Minutes of the Selectmen's Meeting held October 29, 2012 as written; seconded by Selectman Johnson and approved.
- Selectman Fanjoy made a motion to accept the Regular Minutes of the Selectmen's Meeting held October 29, 2012 as written; seconded by Selectman Johnson and approved.
- Three Land Use Change Taxes: Isabel V. Brintnall – Map 5-14; David and Joan Kimball – Map 7-39-3; and Sally J. Silver, Revocable Trust – Map 6-42 as well as the accompanying Warrant for the Tax Collector.
- The 2012 PO 2 Warrant for the Tax Collector authorizing her to collect the second tax billing.

The Board signed the following for Financial Administrator Wendy Pinkham:

- The completion of the July 18th bank reconciliation.
- The bank reconciliation for August and September.

Mrs. Pinkham provided the Board with a printout of the COLA information as requested by Selectman Fanjoy and a breakdown of wages for an employee as requested.

Police Chief Robert Dupuis advised the Board of the following:

- There were 67 calls for service over the past two weeks with the highlights read.
- Purchase Order #36 for the Police Department to North Conway Grand Hotel for the NH Chief's Association Winter Meeting in the amount of \$377.72.
- He has discussed a serious issue with rodents with the Fire Chief and requested permission to contact the exterminator used earlier by the Office to alleviate this issue. The Board had no objections.

Selectman Fanjoy requested more information regarding the break-ins reported by Chief Dupuis. General discussion followed regarding the various incidents.

Fire Chief Colin Colby advised the Board of the following:

- Purchase Order #34 for the Fire Department to the State of NH – Department of Safety, Division of Fire Standards & Training for an EMS course for Cyndel Donoghue in the amount of \$650.
- Purchase Order #35 for the Fire Department to Becker Training Associates, LLC for a CPAP-Oxygen Delivery System in the amount of \$1,265.
- There have been a total of 130 calls for service to date with the recent highlights read.
- He thanked those members that worked on Fire Prevention Week. Selectman Johnson thanked him for the time that the Department members spent at the school saying that the students really enjoyed the presentations.

Selectman Fanjoy brought up the issue of the pump and new truck bed requested for the Fire Department's Forestry Truck as discussed earlier. Chief Colby advised that he will go to the Town of Candia to take pictures of their unit as an example of what it would look like. He advised that the Forestry Truck was an F350 Ford, bought from a bequest of a local citizen many years ago; saying that it has served the Department well for the past 16 years, but there is so much stored in it that it is not convenient to use. He and former Deputy Fire Chief Adam Pouliot had applied for a grant to purchase a flatbed truck with tool boxes down the side and a skid pump on the rear, but were not successful. Chief Colby indicated that any flatbed purchased could be utilized now and also on any new truck purchased in the future. The cost estimate Chief Colby had indicated that the pump would cost \$4,031.60 and the flatbed would be \$3,000 for a total cost of \$7,031.60. After dis

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cussion of what was the best resource to take the funds from; Selectman Fanjoy made a motion to expend a total of \$7,031.60 for the pump and flatbed with \$4,031.60 to come from the Fire Department Expendable Trust Equipment established in 2010 for this purpose and \$3,000.00 to come from the Forest Fire Expendable Trust Fund established in 2007 for this purpose; seconded by Selectman Johnson and approved by the Board and Fire Chief Colby.

After discussion of the purchase of a Thermal Imaging Camera with a quoted price of \$6,500; Selectman Johnson made a motion to expend \$6,500 for the Thermal Imaging Camera for use by the Police and Fire Departments to come from the Fire Department Expendable Trust established in 2010 for this purpose; seconded by Selectman Fanjoy and approved by the Board and the Fire Chief.

Treasurer Mary Smith advised that funds were low with Chairman Cummings reminding her that money from taxes would be coming in real soon as tax bills are ready to be mailed. Ms. Smith advised that there was \$10,000 available in Impact Fees and would like to expend that as soon as possible. Mrs. Pinkham will provide the Board with a breakdown of where funds from the Impact Fees are required to be spent and what purposes for which they are allowed to be spent. Ms. Smith will review the new reporting requirements for the Impact Fees, which need to be made available to the public.

Sophie Larochelle, President of the Granite State FFA, requested use of the Town Hall at no fee for a fund raiser dinner and dance being considered to be held in February 2013 at the Town Hall. She has been in touch with Custodian Brenda Silver regarding clean-up. After discussion, Selectman Fanjoy made a motion to waive the fee for use of the Town Hall on February 23, 2013 for the purpose of a fundraiser dinner and dance as requested by Ms. Larochelle; seconded by Selectman Johnson and approved. Ms. Larochelle thanked the Board for their time and consideration.

The Board reviewed the "Town of Webster Investment Policy" last reviewed by the Board on November 28, 2011. Selectman Fanjoy made a motion to make no changes to the existing policy; seconded by Selectman Johnson and approved. A signature sheet will be prepared for the Board at the next meeting confirming this vote.

Selectman Johnson nominated Linda Clark as a Member of the Conservation Commission to replace Jane Difley whose term expires in 2015. Chairman Cummings noted that in the absence of an official resignation from Ms. Difley the Board was unable to make this appointment tonight. Selectman Johnson advised the Conservation Commission, as they were meeting tonight, of the necessity for a formal resignation and the nomination of Ms. Clark will be considered at the next meeting.

Road Agent Emmett Bean advised that he has the winter sand prepared and had already spread some the other morning. He advised that he found new wing arms available at the White Farm for \$150 each, far less than if purchased new from a supplier. He advised that he has money available in his operating budget. After much discussion, Selectman Fanjoy made a motion to approve the Road Agent to expend up to \$1,000 for the purchase of upper and lower wing arms; seconded by Selectman Johnson. The Board agreed to have a Purchase Order prepared for the next meeting.

Police Chief Dupuis advised that he had talked to a few people about needed changes to the Public Safety Building roof due to snow and ice build-up issues and had been told that they were not available to do anything this year nor does Chief Dupuis have an estimate for the changes. There was general discussion regarding the issue and possible solutions. The decision tonight was for the Board to meet there on November 26th at 4:00 pm at the start of their work session and then when finished at the Safety Building the Board will move to the Town Hall so as to continue budget discussions. A public notice will be posted.

There was discussion on electrical problems encountered when the Town Hall is used for functions. There are very few outlets and difficulty has been experienced with the circuit breakers shutting off. The final decision was for Mrs. Jones to contact several sources for estimates for future improvements to the electrical needs, to include improvements to the kitchen outlets as well.

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The Board requested that the subject of a pellet furnace for the Town Hall be put on the November 26th agenda as the Energy Committee will be meeting on November 14th and Selectman Johnson will update the Board of their discussion regarding the possible purchase of this type of furnace.

Selectman Johnson had information from Grappone Auto regarding the possible placement of ads to be included with the Town Clerk's Mailers for motor vehicle renewal registrations. They will pay 55 cents for each mailer. Town Clerk Michele Derby gave an estimate of 120 mailers sent per month, which could amount to approximately \$66 monthly revenue or \$800 annually. Selectman Johnson will discuss this with Mrs. Derby and report back to the Board.

There was discussion on the Christmas Party sponsored by the Board. Chairman Cummings was in favor of a "food list" so as to avoid duplicates, but the staff assured him that all had gone well in the past and was expected to do so in the future. There was discussion on a possible "Yankee Swap", but as the invitation had been sent, it will not be done this year. It was suggested that next year's invitations be sent by e-mail.

As the Board had completed the regular business of the Board, Chairman Cummings opened up discussion to the public. He noted that there would be two non-public sessions at the end of the meeting.

Jere Buckley inquired about the certified letters recently mailed regarding driveway regulation violations, with a response from one along with an application for a permit to be processed and the other has now been returned as unclaimed. He inquired as to the next step. The decision was to give the letter to the Police Department for hand delivery.

Chairman Cummings noted that Custodian Brenda Silver was repainting the kitchen/dining area.

Chairman Cummings spoke with David Kerrick of Warner regarding the proposed naming of a "driveway" off Route 127 as Ox Pond Road expecting that the name would cause undue curiosity seekers looking for the pond. This is technically a driveway and Chairman Cummings saw no reason to give it a street name. It was noted that 911 had requested the naming, but Mr. Kerrick was not certain that it was necessary. After discussion, Chairman Cummings volunteered to talk with Mike Kelleher from 911 regarding this issue.

8:10 pm Selectman Johnson made a motion to go into non-public session pursuant to RSA 91-A:3 regarding personnel issues with Police Chief Dupuis; seconded by Selectman Fanjoy. Roll call: Chairman Cummings – yes; Selectman Johnson – yes; and Selectman Fanjoy – yes. Mrs. Jones was not requested to attend.

8:41 pm Chairman Cummings reconvened the meeting. He advised that the Board voted to seal the minutes.

8:42 pm Selectman Johnson made a motion to go into no-public session pursuant to RSA 91-A:3 regarding personnel issues; seconded by Selectman Fanjoy. Roll call: Chairman Cummings – yes; Selectman Johnson – yes; and Selectman Fanjoy – yes. Mrs. Jones was not requested to attend.

9:05 pm Chairman Cummings reconvened the meeting. He advised that all three Selectmen voted unanimously to seal the minutes.

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

George C. Cummings, Chairman

BOS/jj

Bruce G. Johnson

Roy E. Fanjoy

BOS Initials:

G. C. Cummings

B. G. Johnson

R. E. Fanjoy