

**Office of Select Board
945 Battle Street/Rte. 127
Webster, NH 03303**

6:31 pm Select Board's Meeting – October 15, 2013 – Tuesday

Select Board present: Chairman Bruce Johnson, Selectman Roy Fanjoy and Selectman Mason Donovan.

Chairman Johnson advised that the Payment in Lieu of Taxes for flood control reimbursement was received in the amount of \$29,813.49.

The Select Board signed the following for Administrative Assistant Judith Jones:

- Selectman Fanjoy made a motion to accept the Work Session Select Board Minutes of September 30, 2013 as written; seconded by Selectman Donovan and approved.
- Selectman Fanjoy made a motion to accept the Select Board Minutes of September 30, 2013 as written; seconded by Selectman Donovan and approved
- Selectman Fanjoy made a motion to accept the Non-public Session Select Board Minutes of September 30, 2013 as written; seconded by Selectman Donovan and approved. These minutes were sealed.
- Selectman Donovan made a motion to withdraw \$439.25 from the Legal Expendable Trust Fund, established in 2008, to pay legal fees, seconded by Selectman Fanjoy and approved.
- Signed the "Defense of Value Agreement" with Gary Roberge of Avitar regarding a 2011 Abatement filed by Unitil through the Court.
- Signed the 2013 Equalization Municipal Assessment Data Certification so that the document can be filed electronically.
- After much discussion and explanation regarding the amount of funds to be used for overlay in 2013, Selectman Fanjoy made a motion to increase the amount from \$35,000 to \$50,000; seconded by Selectman Donovan and approved.

The Select Board signed the following for Financial Administrator Wendy Pinkham:

- Two Intents to Cut for Dorothy Haskins – Map 3-55 and Map 3-86.
- One Excavation Tax Warrant and bill.
- A Timber Tax Warrant and bill.
- After much discussion, Selectman Fanjoy made a motion to use \$80,000 unassigned fund balance to offset the 2013 taxes; seconded by Selectman Donovan and approved.
- Discussed the quote for wireless connection in the Conference Room. The decision was to have Mrs. Pinkham further pursue the cost.
- Revised proposed budgets with variable payroll alternatives were proved to the Board.

Fire Chief Robert Wolinski advised the Board of the following:

- Four calls over the past two weeks.
- The light bar is now installed on the Forestry Truck.
- Purchase Order #29 for the FD to Valley Transportation for repairs of the master switch & fuse on the forestry truck costing an estimated \$400-\$500.
- PO #30 for FD to Capital Fire Protection, Inc. for Dry Hydrant materials & labor estimated at \$5,956.61. Chief Wolinski is working on the needed DES permit. After discussion, Selectman Donovan made a motion to withdraw \$5,956.61 for a new dry hydrant at Pearson Park, pending the approval of being able to take out of the Capital Reserve Account #780187845 established in 2000; seconded by Selectman Fanjoy and approved.
- Two Fire Department Members, Ryan Dubuc and Kerrie Jenovese, passed the Emergency Vehicle Drivers Training course.
- The FD By-laws are being worked on, with help from NHMA, as it is necessary to separate the Department from any Fire Associations. It may be necessary to take a vote at Town Meeting regarding organization of the Fire Department pursuant to RSA 154:1 (a).
- Chief Wolinski requested an interfund transfer from the Deputy Fire Chief's budget line to equipment maintenance. Selectman Fanjoy made a motion to move \$1,000 from the Officer's Wages line to maintenance of equipment; seconded by Selectman Donovan and approved.
- Selectman Donovan noted the balloon test notice conducted today for a proposed wireless facility in the Town of Warner.

Police Chief Robert Dupuis advised the Board of the following:

- As discussed at the last meeting, he visited an occupied RV on Cashell Lane, relatives of a nearby property owner. As the RV owners planned to leave over the weekend, Chief Dupuis advised them of the need in the future for a Select Board Permit necessary to utilize the RV for up to 90 consecutive days in any calendar year.
- Chief Dupuis has 20 applicants signed up for the Rape Aggression Defense program, which will likely take place in January, 2014.
- He has received notification of the availability of the 2013 Homeland Security Grant. He believes that he can and will apply for the maintenance of the generator, hopefully to cover more than one year, noting that there is \$7,500 available per applicant if approved.
- Chief Dupuis discussed the disposal of old cruiser equipment of no use to the Police Department. Chief Dupuis will check with the County Sheriff's Office and the White Farm for possible disposal of the items. Selectman Fanjoy made a motion to dispose of this surplus equipment as appropriate; seconded by Selectman Donovan and approved. Chief Dupuis noted that there was a tremendous amount of weapons available thru the government, which he might be able to trade surplus items for. After inquiring as to the Chief's
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needs for additional weapon(s) for the Department, resident John Clark offered to look into any availability. Chief Dupuis advised that he desired to replace the one the Town purchased from him for \$1, which will go back to him when he leaves.

- Chief Dupuis requested two representatives to serve on the .Crime Line to be responsible for attending monthly meetings for approximately one hour each at 8:00 am at the Concord PD and participation in an annual Golf Tournament fund raiser. Volunteer Interest Forms will be reviewed.
- 60 calls for service over the past two weeks with highlights read.
- The Board signed PO #30 for the PD to North Conway Grand Hotel for the Annual Chief's Conference in the amount of \$377.72.

Road Agent Emmett Bean advised or discussed the following:

- The sand/sealing is done on Little Hill, Deer Meadow Road and Lake Road. He has stockpiled sand as well as done some roadside mowing.
- He overspent the Paving Preservation line by approximately \$15,000 and requested an interfund transfer. He reminded the Board of the FEMA reimbursement received for a February snowstorm. Selectman Fanjoy made a motion to take the \$9,547.55 received from FEMA to go back into the Road Agent's budget; seconded by Selectman Donovan and approved. Mr. Bean advised that \$95,288 was paid to outside sources for paving, sealing and gravel.
- He currently has \$36,000 left in his 2013 budget for winter maintenance and currently owes \$3,000 for gravel. He inquired as to whether the Board had any potential projects in mind as he would prefer to use or encumber the remaining funds. A lengthy discussion ensued.
- He discussed the current "Temporary Logging Driveway Permit" in place indicating that there was no difference between logging and other temporary uses of a driveway. He would like to see a permit required for all uses. He was advised that the Planning Board is working on the Driveway Regulations. Selectman Fanjoy will discuss this issue with the PB at their next meeting.
- Mr. Bean is working on his 2014 budget. Chairman Johnson invited Mr. Bean to attend the Board's work session on October 28th at 4:00 pm instead of waiting until 6:30 pm if desired.

Treasurer Mary Smith advised that funds were tight. She discussed the typical unanticipated increase in the last half of the year for the MVSD payment. Discussion ensued. Mrs. Pinkham will look into this issue. Chairman Johnson will research the possibility of changing the fiscal year as a solution to budget issues.

Old Business:

- Regarding the Assessing RFP's, Chairman Johnson has not received a response from Andover or Salisbury, but will hopefully by next week. If no response, Webster may move forward independently. This will be on the next agenda.
- Selectman Fanjoy is prepared for the "inspection" set for October 18th. He will be accompanied by someone from the Police Department.
- Cross Country Appraisal will defend the assessment of the Telecommunication re: 2012 abatement now in the hands of the Board of Tax and Land Appeals.
- Chairman Johnson is unable to attend the Incident Command System Class. Selectman Fanjoy will attend and an application will be requested to be e-mailed to Selectman Donovan.
- Mrs. Jones contacted NHMA legal services and was advised that the Select Board may restrict the sale of Town owned lots to be in the best interest of the Town through a Warrant Article at the Annual Town Meeting.
- As requested, Selectman Fanjoy reviewed a shed in the Pillsbury Lake District for compliance to the setback requirements. He was advised that it will be reviewed by someone in the District and they will get back to him in the near future.

New Business:

- Chairman Johnson advised budget meeting dates have been set. Mrs. Pinkham advised that she had budget numbers from Chief Dupuis to enter.
- The Board reviewed the State Bridge report. A lengthy discussion ensued. Selectman Donovan took the "Bridge" folder for review and will make calls as necessary. No other decisions were made.
- The office staff will attend the Annual NHMA Conference in Manchester November 6th and 7th and will close the office accordingly.
- The Board discussed the new office set-up and made changes. The Board requested Mrs. Jones invite the Supervisors of the Checklist to meet with the Board on October 28th at either of their next session if they wished to discuss the revised setup.

Chairman Johnson opened the meeting to the public. Resident Page Kimball advised the Board that he was impressed as this was the first Select Board Meeting he had attended.

8:43 pm Selectman Fanjoy made a motion to go into a non-public session pursuant to RSA 91-A:3 II (a) to discuss personnel issues with the Mrs. Pinkham and Mrs. Jones individually.; seconded by Selectman Donovan. Roll call – Chairman Johnson – yes; Selectman Fanjoy – yes and Selectman Donovan – yes.

9:39 p.m. Chairman Johnson reconvened the meeting. The Board voted to seal the minutes.

Immediately following Selectman Donovan made a motion to adjourn; seconded by Selectman Fanjoy and approved unanimously.

Bruce G. Johnson, Chairman
BOS/jj

Roy E. Fanjoy

Mason W. Donovan

B. J. Johnson

R. E. Fanjoy

M. W. Donovan