

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

6:32 pm – Select Board’s Meeting – February 3, 2014

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

Selectman Donovan led the first “Pledge of Allegiance”, which will now be done prior to each Select Board’s regular meetings.

The Select Board signed the payroll and check manifests.

Select Board signed the following for Administrative Assistant Judith Jones:

- Selectman Fanjoy made a motion to accept as written the Select Board’s minutes of 1/20/14; seconded by Selectman Donovan and approved.
- The amendment page for the “Personnel Policy” with the date of amendment as 1/20/14.

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

- The December bank reconciliation.
- Two Intents to Cut: Joe Hurley – Map 4-68-1 and Mark Philips – Map 4-12.
- Purchase Order #2 for the Highway Department to Jordan Equipment Co. for cutting edges and hardware in the amount of \$3,500.

Lieutenant Philip Mitchell advised the Select Board of the following:

- Provided the Police Activity sheets from 12/23/13 to the first of the year and for the month of January with highlights read.
- Advised of the offer for a gunlock for a cruiser from Santa Cruz Associates with a value of \$300. This will be on the next agenda for acceptance.
- Payment received from Town of Salisbury for services provided by the Police Department.
- RAD class will start tonight at the Town Hall. There are approximately 20 people signed up for the class.
- Reviewed the barn on Tyler Road for possible residency in a barn. No activity seen, though lights are often on in a small outbuilding on the property. The decision was for Selectman Fanjoy, accompanied by the Police, to visit the property soon when arrangements can be made.

Fire Chief Rob Wolinski advised the Select Board of the following:

- 18 calls for service in January. Due to the structure fire, he later held a “critique” meeting at the station that went well
- There was an electrical fire in one of the Fire Trucks, which is at Valley’s for repairs and expected back tomorrow. The estimated cost is \$3,000 plus. Insurance is \$1,000 deductible. He asked if the Select Board wanted to submit the claim or cover costs from the budget. The claim will be submitted to the insurance company with Mrs. Pinkham advising that there is \$1,000 in the insurance budget line to cover the deductible.
- PO #1 for the FD to Industrial Protection Services, LLC for the replacement part for the SCBA fill station in the amount of \$1,210 was signed. Chief Wolinski advised that the bottles all need hydro testing at a cost of \$150 per unit. Discussed the testing needed; funds will come from the maintenance budget.
- He had two quotes for safety repairs needed at the Public Safety Building: Bruss Construction – \$74,419.35, not engineered approved, and Cobb Hill Construction, Inc. – \$128,210; engineer approved and a different design as to how much and how to extend the roof line. After a lengthy discussion now and later in the meeting the decision was to put in a Warrant Article for the \$128,210 to be raised by taxation for safety improvements to the Public Safety Building.
- The By-laws have been completed and ready for review by New Hampshire Municipal Association.
- Two new members have joined the department, one was a former member.
- He thanked the Police Department for all their assistance to the FD.

7:06 pm Chairman Johnson opened the Public Hearing regarding Copart and the issuance of a “Junkyard License” to the Select Board so they could discuss how best to proceed, realizing that Copart has filed a “Motion for Rehearing” to the Zoning Board of Adjustment. He will then open discussion to the public. Selectman Donovan discussed the possibility of continuing this hearing until after the ZBA decision as to whether to grant a request by Copart for a rehearing scheduled for February 18<sup>th</sup>. Chairman Johnson noted that there was a plan in place discussed at the last Select Board meeting with the following results: follow through with the Public Hearing tonight; contacted Town Counsel for advise; discussed closing Bashan Hollow and Gerrish Road to thru traffic or imposing weight limits with ongoing discussion by the Board after having received guidance from NH Municipal Association; contacted General Manager John Kostros regarding lighting at Copart, which is now being turned off at 7:00 pm; contacted Police Chief Robert Dupuis for increased patrols in the area, which will now be two hours each working shift; working on changing the fines; and received information regarding exaction fees, which can only be imposed initially. Board discussion ensued re: traffic, overall impact, etc.

Chairman Johnson then opened the Public Hearing to the public starting with Copart’s representative Lisa Dougherty. She requested that the Board grant renewal of the junk yard license so that Copart may continue to operate as they have been, noting that Copart does have a request for a rehearing pending with the ZBA. Chairman Johnson asked for clarification of “operating as they have been” followed by discussion. Selectman Donovan clarified that this was a new license, not a renewal. Chairman Johnson then opened discussion to those in attendance. Those with comments were Betsy and Harold Janeway; Sally Embley, Leslie Williams, and Robert Pearson III regarding the following subjects: economic impact; traffic; weight limits; stress on the bridges; hours of operation, etc. Later in the discussion comments were heard from Road Agent Emmett Bean and Lt. Mitchell. Chairman Johnson closed the public hearing and opened discussion again to the Board. Selectman Donovan noted that Copart is operating without a license indicating that the State may pull Copart’s wholesalers dealer license if Copart is not issued a local license. He agreed that this license is different from any in the past. The Board could issue a license with the current ZBA restrictions and based on any future action from the ZBA, the Board could later amend the license. Regardless, any license issued now will need to be renewed by July 1, 2014. It was noted that Copart could reach out to the Board at any time. Selectman Fanjoy said that this gives time for the Board to work with Copart even if the ZBA makes no further reconsiderations or recommendations.

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B. J. Johnson

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R. E. Fanjoy

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M. W. Donovan

Selectman Fanjoy made a motion to issue Copart a junk yard license with the following conditions ready by Chairman Johnson: 1. Hours of operation are restricted to Monday through Friday 8:00 am to 5:00 pm. No deliveries or pickups outside those hours. 2. Deliveries may be made on Saturdays 8:00 am to noon only if there is a receiver on site to accept said deliveries or pickups. 3. Pending Zoning Board of Adjustment appeals or restrictions. 4. Effective February 8, 2014 at 12:00 am. Selectman Donovan seconded the motion and the motion passed. Mrs. Jones will notify the State of the issuance of this license. Chairman Johnson then closed the Public Hearing.

The Board reviewed the 2014 Warrant and Budget. Mrs. Jones needs to add the pellet boiler to the Warrant, which is currently in the budget. Mrs. Jones will forward the revised 2014 Warrant to the Board tomorrow morning with plans to forward it to Town Counsel and DRA for their review in the afternoon.

Selectman Donovan left a detailed phone message with the residents at the corner of Rumford and Centennial Drive regarding obstructions in the Right of Way hindering plowing with no response to date. As the next step, a draft letter to the homeowners was approved and signed by the Board to be delivered by the Police Department outlining the issues and the timeframe for compliance.

Selectman Fanjoy contacted NH Municipal Association regarding road questions. Discussion ensued regarding signs, road postings, weight limits, etc. The folder on "Town Owned Roads" was provided. Mrs. Jones noted that there was no indication of the road widths or right-of-ways. Selectman Donovan suggested the Board look into the possibility of creating such a policy and the process to define the widths for all roads. Discussion ensued. Mr. Bean indicated that Allen Brown, long time Warner Road Agent, offered to work with Mr. Bean to show him long ago information available from the postal service regarding road widths. Mr. Bean will work on this and report back to the Board.

The Board discussed the issue of the Holiday section of the Personnel Policy reviewed by Selectman Fanjoy regarding the history of this section. He advised that this portion of the policy has not changed from the first adoption of the policy. Discussion ensued on the Holidays and how utilized by the Police Department regarding compensation, number of hours of coverage, etc. Mrs. Pinkham explained how compensation has been handled since she has been here. Mrs. Roberts suggested, after reviewing Hopkinton's Personnel Policy, that a statement similar to "Some employees may be required to work holidays" simply be added to the current policy, further explaining the rationale for this language. Selectman Donovan then made a motion to add verbiage into the Holiday section of the Personnel Policy that "Some employees may be required to work Holidays per request of the Department Head or the Select Board"; seconded by Selectman Fanjoy. There was a brief discussion regarding compensation. The Board then approved the motion. Mrs. Jones will add this to the personnel policy. The signature sheet will be prepared for the Board with a revision date of 2/6/2014. The Board will stop by to sign this sheet. Once signed, copies will be distributed to all Town employees.

Selectman Donovan advised that a group in Salisbury said that they were getting fiber optic cable. He then spoke with Carol Miller, from Broadband of NH, who said that it looks like TDS will be looking at putting fiber optic cable in Webster as well. It is expected that TDS will approach the Town sometime this year regarding this.

Planning Board Chairman Jere Buckley inquired about the necessity of Copart to go before the PB and if so wanted some directives from the Select Board. After discussion he was advised that Copart will not be asked to go to the Planning Board at this time. Selectman Donovan again reminded that Copart would need a license renewal the first of July, 2014.

The Board approved the use of the Town Hall at no expense for a fund raiser to benefit the family that recently lost their home to a fire.

Clarification was asked as to whether an application and proof of insurance was needed when the hall was used for a funeral and the response was yes, these documents would be needed.

9:18 p.m. Selectman Donovan made a motion to adjourn; seconded by Chairman Johnson and approved.

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**Bruce G. Johnson, Chairman**  
BOS/jj

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**Roy E. Fanjoy**

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**Mason W. Donovan**