

Town of Webster
Office of Select Board
945 Battle Street/Rte. 127
Webster, NH 03303
Final Minutes – June 22, 2015
Approved, July 6, 2015

Present: Bruce Johnson, Roger Becker, Michael Borek, Wendy Pinkham, Bob Dupuis, Rob Wolinski, Mark Riel and Leslie Palmer

Chairman Johnson opened the meeting at 4:30 PM.

The Board signed the following for Administrative Assistant Leslie Palmer:

- Selectman Becker moved to accept the 6/8/2015 Select Board minutes as amended. Selectman Borek seconded the motion. All in favor, the motion was approved.
- Discussion took place regarding prorated benefits for part time employees. The Board approved prorating sick and annual time benefits for part time employees following the current policy in the Policies and Procedures Manual. Selectman Borek will update the manual to reflect the change. Selectman Becker moved to prorate sick and annual time benefits for part time employees who work 20 hours or more each week according to the policy outlined in the Policies and Procedures Manual. Selectman Borek seconded the motion. All in favor, the motion was approved.
- The Select Board reviewed Copart's Junkyard License application and approved granting a 90 day license to Copart while they continue to work with the Planning Board to approve a Site Plan. Chairman Johnson moved to grant Copart a 90 day Junkyard License with the understanding that Copart will continue to work with the Planning Board to approve a Site Plan. Selectman Borek seconded the motion. All in favor, the motion was approved.

Financial Administrator Wendy Pinkham presented the following to the Board:

- The Select Board signed the payroll and accounts payable manifests and bank reconciliation.
- June budgets were presented to the Board and Department Heads for their review.
- The final invoice for Granite Roots relative to the work completed at the Safety building was reviewed. Approval to pay the invoice will occur after the final walkthrough of the safety building at the end of today's Select Board meeting.

Police Chief Bob Dupuis presented or advised the Board of the following:

- 24 calls to service in the last two weeks.
- 3 motor vehicle stops.
- Vacation time request for Lt. Mitchell; the Board approved.
- Chief Dupuis advised the Board that the Federal Government is considering allowing commercial trucks to be bigger with larger trailers. There is concern that in the future these trucks will be allowed to access to town roads and erode local infrastructure including bridges. Chief Dupuis has been approached to draft a letter to State representatives outlining these concerns and asked the Select Board if it would also like to send a letter. The Board agreed; Chief Dupuis will draft a letter for Board signature at the next meeting.
- As a member of the Joint Loss Committee, Chief Dupuis noted that in their last meeting discussion took place regarding the replacement of safety lighting at both the Safety building and the Town Hall building. The Select Board agreed that the necessary lights should be purchased and replaced.
- Chief Dupuis reported that his department is moving forward on the Dog Warrant.

Fire Chief Rob Wolinski presented or advised the Board of the following:

- 5 calls for service; 2 fires, 2 EMS calls and 1 motor vehicle call on Battle St.
- The Fire Department and the Police Department participated in an extra recess day at the Elementary School for students who qualified to attend.
- Field Day at the Elementary School on June 17th went well.
- 150 tickets were sold for the June 20th Chicken BBQ. Chief Wolinski thanked the Board for use of the tables and chairs for the event.
- The Fire Department is participating in a Read with a Firefighter event at the Webster Public Library on July 6th.
- The gasoline line item in the Fire budget has already been spent due to the many forest fires fought this season.
- Chief Wolinski recently attended a Capital Area Mutual Aid meeting where forestry pay was discussed. Currently, the state allows towns to bill for service at forest fires but there is a lack of consistency throughout the state. There has been discussion that billing for forestry fire response may go away entirely in favor of a mutual aid agreement. The Chief will continue to monitor the issue.
- The Town may be able to receive a discount in the purchase of new forestry hose as a result of several towns in the Capital region joining in the purchase; Chief Wolinski will return with a price at the next meeting.
- Members of the Fire Department will continue to mow the lawn until someone is hired to do so.

Old Business:

- The Select Board reviewed the revised Returned Check Policy and compared it to an alternative policy drafted by the Tax Collector. Following further discussion, the Board approved the Returned Check Policy that was revised at the last meeting with subsequent input from staff. Administrative Assistant Leslie Palmer will present the Policy in its final form for signature at the next Board meeting.
- Painting of the Town Hall is due to begin the week of July 13th, weather permitting.
- The Select Board agreed to move forward on the bid process for Vinyl siding on the back side of the Town Hall building. Chairman Johnson will contact contractors and advertise the bid opportunity.

New Business:

- The Town will continue to work with TDS on their plan to bring Fiber Optics to Webster in the near future.
- The Select Board and the Police Department are in receipt of an anonymous complaint regarding a dangerous dog on Dear Meadow Rd. The Police have visited the owner in question and given them a warning to control their dog.

Mark Riel met with the Select Board to discuss the proposed culvert repair work to be performed by Tim Riel on Pond Hill Rd. The Board drafted a document to be signed by Tim Riel in which he acknowledged liability in performing work on a class VI road. Mark Riel asked for more clarification regarding the meaning of "liability". The Board clarified that the liability refers to damages to the road after the repairs have been done. Following further discussion of the project, it was suggested that language be drafted and reviewed by Town Counsel to satisfy both parties. Selectman Becker will contact the Town's attorney to begin the process.

Treasurer Mary Smith asked the Board to authorize payment of a School District Bond to include Impact fees. Chairman Johnson moved to authorize payment of \$7,453.01 to the school district from Impact Fees. Selectman Becker seconded the motion. All in favor, the motion was approved.

Being no public comment, Chairman Johnson recessed the meeting to conduct a final walkthrough of the Safety building. The Select Board met at the Safety building with architect/engineer Frank Anzalone for a final review of the roof extension project. Mr. Anzalone will contact Granite Roots Construction about roof work corrections at the south side dog house. When work is complete to Frank's satisfaction, the Town can pay the final invoice to Granite Roots. Two additional problems were discussed; possible heat loss through the roof and possible fire department water drainage problems.

6:21 PM, Selectman Borek made a motion to adjourn; seconded by Selectman Becker and approved.

Respectfully Submitted, Leslie M. Palmer

Bruce G. Johnson

Michael P. Borek

Roger A. Becker