

**Town of Webster**  
**Office of Select Board**  
**945 Battle Street**  
**Webster, NH 03303**  
**Final Minutes – November 23, 2015**  
**Approved December 7, 2015**

Staff Present: Bruce Johnson, Roger Becker, Michael Borek, Wendy Pinkham, Bob Dupuis, Emmett Bean and Leslie Palmer

Public Present: Tom Mullins, Sue Roberts, Tara Gunnigle, Jon Pearson, Barbara Corliss, John Clark, Jere Buckley

Chairman Johnson opened the meeting at 5:30 PM.

The Board signed the following for Administrative Assistant Leslie Palmer:

- Selectman Becker moved to accept the 11/09/2015 Select Board minutes as written. Selectman Borek seconded the motion. All in favor, the motion was approved.
- Selectman Becker moved to accept the 11/09/2015 Select Board non-public minutes as written. Selectman Borek seconded the motion. All in favor, the motion was approved.
- Selectman Becker moved to accept the 11/16/2015 Select Board minutes as written. Selectman Borek seconded the motion. All in favor, the motion was approved.
- Selectman Becker moved to accept the 11/16/2015 Select Board non-public minutes as written. Selectman Borek seconded the motion. All in favor, the motion was approved.
- Chairman Johnson moved to request that the Trustees of Trust Funds issue a check in the amount of \$6,580.00 payable to Right Angle Engineering, PLLC from the Bridge/Culvert Improvements & Related Items Capital Reserve Fund, Account #780187829, to pay for work related to the White Plains Rd. FEMA grant application. Selectman Becker seconded the motion. All in favor, the motion was approved.
- Chairman Johnson moved to request that the Trustees of Trust Funds issue a check in the amount of \$4,080.00 payable to Right Angle Engineering, PLLC from the Bridge/Culvert Improvements & Related Items Capital Reserve Fund, Account #780187829, to pay for preliminary design work related to Bashan Hollow Rd. Selectman Borek seconded the motion. Selectman Becker abstained from voting; the motion was approved.
- Chairman Johnson moved to request that the Trustees of Trust Funds issue a check in the amount of \$1,568.00 payable to Goodyear Auto Service Center from the Police Vehicle Maintenance Expendable Trust Fund, Account #780193421, to pay for tires for Police vehicles. Selectman Becker seconded the motion. All in favor, the motion was approved.
- The Select Board set the Public Hearing to receive input regarding the 2016 Town Budget and warrant articles for February 2<sup>nd</sup>, 2016.

Financial Administrator Wendy Pinkham presented the following to the Board:

- The Select Board signed the payroll and accounts payable manifests and a timber bill.
- Administrator Pinkham presented budgets for Select Board review.

Road Agent Emmett Bean:

- No Through Trucking signs for Bashan Hollow Rd and Gerrish Rd were discussed. Administrative Assistant Palmer will speak with Police Chief Dupuis about signage needed.
- Insurance concerns were discussed relative to plowing on Bashan Hollow Rd this winter, as the sharp corner will not be fixed before winter.
- The Town is still waiting for the latest inspection report for Clothespin Bridge.
- Road Agent Bean reported that work to address silt problems on Pond Hill Rd should be complete by the end of the week.
- Jere Buckley referenced the driveway of a homeowner on Dustin Rd. Work was done to the driveway without a permit and drainage problems may result in the future. Administrative Assistant Palmer will draft a letter to the homeowner stating that although there appears to be no drainage problem now, the homeowner may need to correct things if problems occur in the future. Tom Mullins noted that there is a state statute that addresses the situation which involves the homeowner submitting a corrective plan of action.

Treasurer Mary Smith:

- Treasurer Smith remarked that sending out the tax bills early has worked out well.
- The Select Board approved the request to place a Toys for Tots Collection Box at the Town Hall again this year. Administrative Assistant Palmer will post a notice on the website.

**Old Business:**

- The Select Board signed the State Bridge Aid Application to apply for state funding related to the replacement of Clothespin Bridge.
- Administrative staff and Emergency Management Director Roy Fanjoy will meet with Craig Beaulac, Field Representative, NH Department of Safety, Homeland Security and Emergency Management, to discuss the process for updating the Town's Emergency Operations Plan on Tuesday, November 24<sup>th</sup>. Administrative Assistant Palmer will update the Board at the next Select Board meeting.
- Town Hall shoveling was discussed; Sean Healey is interested in shoveling again this year. Administrative Assistant Palmer will draft some guidelines to be reviewed at the next Select Board meeting.

Tom Mullins addressed the Select Board to discuss zoning issues and asked that it be reflected that he believes that the Select Board is stepping into the Zoning Board's shoes. He asked who gives the Select Board statutory authority to grant variances, referencing Copart. Chairman Johnson replied that as one member of the Select Board, he agreed that Copart met the state definition of a "junkyard" for the purposes of conducting business in Town. Mr. Mullins also referenced the Police Chief's contract and discussed revenue projections and how it will impact the tax rate.

**Public Comment:**

- Barbara Corliss presented a volunteer interest form for the Refuse Disposal Committee for Select Board consideration. She also asked for some clarification from Administrator Pinkham on the layout of the budget document handed out to the public in attendance. She characterized the decision to hire a full time Police Chief as a "want" not a "need".
- Mary Smith asked the Board what would happen if the Town does not support the hiring of a full time police Chief at Town Meeting. Chairman Johnson responded that the Police Chief recruitment is a work in progress to be discussed further.
- Jon Pearson noted that he comes from a police background and is "pro Police" but emphasized that the Select Board needs to oversee the department to make sure officers are doing their jobs.
- Tara Gunnigle would support the hiring of a full time Police Chief if one of the Police Officer positions became part time and one cruiser was removed. She also asked for some clarification on the Library's budget. Administrator Pinkham provided some information; Ms. Gunnigle will work with Administrator Pinkham and Selectman Becker on any further questions.
- Sue Roberts referenced an earlier discussion with the Select Board about her legal fees associated with deed research on her properties; Administrative Assistant Palmer provided Ms. Roberts with a letter of response from the Select Board.
- John Clark asked that the public be patient as the Select Board moves forward on the hiring decision of the Police Chief and noted that many things have changed, referencing changes to the New Hampshire Retirement System as an example, which impacts the decision to hire a full time or part time Chief.

At 7:00 PM, Selectman Becker made a motion to adjourn; seconded by Selectman Borek and approved.

*Respectfully Submitted, Leslie M. Palmer*