

**Town of Webster  
Office of Select Board  
945 Battle Street  
Webster, NH 03303  
Draft Minutes – February 29, 2016**

Staff Present: Bruce Johnson, Michael Borek, Wendy Pinkham, Phil Mitchell, Therese Larson, Mary Smith, Emmett Bean, Bob Pearson and Leslie Palmer

Public Present: Tara Gunnigle, Jon Pearson, Bob Lake, Nanci Schofield, Sue Roberts, Glen Blanchette, Beth Silver, Bobby Drown

Chairman Johnson opened the meeting at 6:30 PM with the announcement that Selectman Roger Becker resigned his position. He then thanked Deputy Fire Chief Jake Drown for leading the department during the Fire Chief recruitment. He also thanked former Fire Chief Rob Wolinski for his years of service, apologizing for the recent unnecessary controversy. Mr. Wolinski appreciated the apology and also apologized, acknowledging his own accountability. He recommended that in the future, the Select Board should take a Department Head aside for a discussion first before taking action. Chairman Johnson made motion to appoint Emmett Bean as Fire Chief and asked that all support him. He asked Mr. Bean if he was still interested and willing to take on the position. Mr. Bean said that he was interested and thanked everyone for their support.

**Board Motion:** Chairman Johnson moved to appoint Emmett Bean as Webster Fire Chief. Selectman Borek seconded the motion. All in favor, the motion was approved.

Emmett Bean was sworn in as Fire Chief by Chairman Johnson. Fire Chief Bean reminded residents to make sure they have fire permits.

Administrative Assistant Leslie Palmer presented the following to the Board:

- Selectman Borek moved to accept the 02/15/2016 Select Board minutes as written. Chairman Johnson seconded the motion. All in favor, the motion was approved.
- Selectman Borek moved to accept the 02/15/2016 Select Board Work Non-Public Session I minutes as written. Chairman Johnson seconded the motion. All in favor, the motion was approved.
- Selectman Borek moved to accept the 02/15/2016 Select Board Work Non-Public Session II minutes as written. Chairman Johnson seconded the motion. All in favor, the motion was approved.
- Selectman Borek moved to accept the 02/15/2016 Select Board Work Non-Public Session III minutes as written. Chairman Johnson seconded the motion. All in favor, the motion was approved.
- Selectman Borek moved to accept the 02/15/2016 Select Board Work Non-Public Session IV minutes as written. Chairman Johnson 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, an intent to cut and PO #5 for \$981.75 to the Union Leader for classified advertising.
- Administrator Pinkham reported that the annual audit is complete and that the Town's fund balance is within the 5% that the Department of Revenue recommends.

Planning and Zoning Secretary Therese Larson presented the following to the Board:

- Speaking as a member of the Joint Loss Management Committee, Ms. Larson reported that the committee met with Phil St. Cyr from Primex who recommended that the Town adopt a Workplace Violence Policy as required by the Department of Revenue. She provided the Select Board with an example from another town.
- Ms. Larson presented the annual Notice of Intent to Tax for the Chairman's signature.
- Speaking as a Trustee of Trust Funds, Ms. Larson thanked Brenda Silver for her service and presented the nomination of Patricia Ilacqua for Select Board consideration. The Board approved the nomination.

Chairman Johnson moved to appoint Patricia Ilacqua as a Trustee of Trust Funds. Selectman Borek seconded the motion. All in favor, the motion was approved.

Interim Police Chief Phil Mitchell presented or advised the Board of the following:

- 120 calls for service year to date.
- The water heater at the Public Safety Building has been repaired.
- New tablets have been installed in the cruisers.
- The NCIC audit by the State is complete and reflects 100% compliance.
- Chairman Johnson referenced the weight limit posting on Clothespin Bridge and noted that the Town is still working on enforcement. Chairman Johnson moved to lower the weight limit on Clothespin Bridge to 17 tons. Selectman Borek seconded the motion. All in favor, the motion was approved.

Deputy Fire Chief Jake Drown presented or advised the Board of the following:

- 17 calls for service in February; 28 calls year to date.
- The Select Board approved the emergency purchase of a four gas meter. Chairman Johnson moved to approve the emergency purchase of a four gas meter for \$1,423.50, to be taken from the Fire Department Equipment line item. Selectman Borek seconded the motion. All in favor, the motion was approved.
- Deputy Drown advised that Forestry tires are over 20 years old and will need to be replaced before the next brush season.

Road Agent Emmett Bean presented or advised the Board of the following:

- The roads are muddy and bumpy but in good shape otherwise.
- Road Agent Bean has been meeting with contractors regarding the replacement options for Clothespin Bridge and will have some prices for Town Meeting.
- Cold patching continues and pot holes have been filled.
- Warner Selectmen will post their roads tomorrow, March 1<sup>st</sup>. Road Agent Bean will hold off posting as long as possible and wait until the rain has stopped mid-week before making a decision.
- Road Agent Bean confirmed that he intends to continue on as Road Agent while a new contract is negotiated; the current contract states that the terms of the contact continue until revoked by either side.

### **Old Business:**

- The Select Board discussed preparation for Town Meeting. Chairman Johnson has asked that Town Counsel be present at Town Meeting. Following further discussion, the Select Board agreed to have counsel present. Chairman Johnson moved to have Town Counsel present at Town Meeting. Selectman Borek seconded the motion. All in favor, the motion was approved. It was clarified by Moderator Bob Pearson that the legislative body allows a non-resident to speak at Town Meeting.

### **New Business:**

- Planning and Zoning Secretary Larson provided the Board with information regarding a possible zoning violation at 155 Battle St. She received a phone call from a resident who believed a towing business was operating at the address, noting that two ramp vehicles were coming and going from the residence between 5PM and 9PM throughout the week. The alleged business owner never came before the Board for a commercial exception. Upon further review, Secretary Larson determined that the property is in foreclosure and the bank is the owner of record, so the alleged business owner could not even appeal his case as he is not the owner. The Select Board will meet with the resident at the next Select Board meeting.
- Chairman Johnson reported that Granite Roots is taking care of the roof leak at the Public Safety Building and will take responsibility for the interior repairs as well. The case will be made that it is the contractor's responsibility to cover the cost of the repairs and not the Town's insurance. Ryan Dubuc indicated that he would take care of fence repairs.
- A meeting will be set up with both the Select Board and the Planning Board to discuss on the ongoing issues related to Brookfield Circle. Chairman Johnson noted that a Select Board representative to the Planning Board is needed.

### **Public Comment:**

- Tara Gunnigle referenced some problems with some of the links on the Town website. Administrative Assistant Palmer will work to correct them.
- Nanci Schofield asked about the timing of the Police Chief recruitment; Administrative Assistant Palmer provided an overview of the advertising and application deadlines along with a list of papers and websites used to advertise.
- Jon Pearson asked the Select Board why they received feedback from only John Clark and Mike Jette after the Police Search Committee completed their work. Selectman Borek replied that the board felt that they were representative of the Committee's decision. Mr. Pearson also presented a 91A request for information.
- When asked by Treasurer Mary Smith, Chairman Johnson confirmed that there would be no increase to the Police budget in acting on the Police Search Committee's recommendation to hire a full time Chief.
- Beth Silver noted that Don Gross' earlier recommendation to the Town was to hire a 20 hour part time Chief.
- Moderator Pearson reminded the public in attendance that money could come out of other line items in the budget to pay for the full time Police Chief.
- Bob Lake suggested that Phil Mitchell could continue on as Interim Chief and the hiring could be presented as a Warrant Article next year.
- Bobby Drown noted that although the Town voted to hire a full time Chief in 1994, that there were only part time officers at that time, not full time officers as the Town has currently.
- When asked by Sue Roberts, Chairman Johnson explained that the Board will appoint a replacement for Selectman Becker until next year's election.
- Glen Blanchette asked how a decision on hiring a Police Chief could be made without call response time data. Selectman Borek responded that the Committee made the decision. Discussion followed on the use of tracking software that would make this information available.
- Nanci Schofield asked if corrective action has been taken to address deficiencies in the reporting of scheduling and in the tracking response times in the Police Department. Selectman Borek confirmed that the police department currently does not have the software to provide such information easily, but it will be looked into.

Nanci Schofield indicated for the record her interest in being considered for the vacant Select Board seat.

At 7:52 PM, Chairman Johnson requested to go into Non-Public Session under RSA 91-A:3 IIc, to discuss "matters which, if discussed in public, would affect adversely the reputation of any person..." Roll call was taken, Chairman Johnson – yes, Selectman Borek – yes.

A motion was made by Chairman Johnson to come out of Non-Public Session at 8:18 PM and Selectman Borek seconded. All in favor the motion was approved.

At 8:19 PM, Chairman Johnson made a motion to adjourn; seconded by Selectman Borek and approved.

*Respectfully Submitted, Leslie M. Palmer*