

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

6:32 pm – Select Board’s Meeting – December 9, 2013

Select Board present: Chairman Bruce Johnson and Selectman Mason Donovan. Selectman Fanjoy was not in attendance.

Chairman Johnson invited everyone to complete their PAC Survey’s by December 16, 2013.

The Select Board signed the payroll and check manifests.

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

- Selectman Donovan made a motion to accept as written the Select Board’s Work Session Non-Public Minutes of November 25, 2013; seconded by Chairman Johnson and approved.
- Selectman Donovan made a motion to accept as written the Select Board’s Work Session Minutes of November 25, 2013; seconded by Chairman Johnson and approved.
- Selectman Donovan amended the Select Board’s Minutes of November 25, 2013 on page 1 to add “It was agreed that material of value in the right of way belongs to the owner.” Selectman Donovan made a motion to accept the 11/25/13 minutes as amended; seconded by Chairman Johnson and approved.
- Selectman Donovan made a motion to accept as written the Select Board’s Non-Public Session # 1 of November 25, 2013; seconded by Chairman Johnson and approved.
- Selectman Donovan made a motion to accept as written the Select Board’s Non-Public Session # 2 of November 25, 2013; seconded by Chairman Johnson and approved.
- A Veteran’s Exemption Application so as to change the address and Map & Lot only for the applicant.
- Signed the prepared deed to Douglas Beattie, successful bidder of Map 10-5-18 and approved by the Board on 10/28/13.
- Discussed the additional \$800 needed from Highway Equipment CR needed for PO #37 for a plow as the Board voted \$8,250 at 11/25/13 meeting. The decision was to wait for input from Road Agent Emmett Bean as he was unaware of the change.
- Reviewed and signed a Letter of Intent and two contracts with Cross Country Appraisal Group: 2014 Contract and 2015-2019 Contract. Chairman Johnson took the 2018 Contract to ask for further clarification from Jeff Earles of Cross Country. Chairman Johnson noted that these contracts resulted in a savings to the Town of a minimum of \$15,000. Selectman Fanjoy will be asked to sign these as soon as he returns. Mrs. Jones advised that these contracts have been sent by Mr. Earles to the Department of Revenue and that DRA would make suggestions if appropriate. The Board decided not to send it to Town Counsel for review. There was discussion as to whether this contract would bind another Board, but it was realized that there is an “escape clause” in the contracts that any Board could use. Mrs. Jones will notify the unsuccessful bidders and contact Mr. Earles of the signing.
- A Certificate to present the “Boston Cane” to Roger Verville, the oldest know Webster resident, was signed and will be delivered by Chairman Johnson and Selectman Fanjoy.

Fire Chief Rob Wolinski provided insurance information regarding the burned building on White Plains Road, which the Board was trying to have removed. The State Fire Marshall told Mr. Wolinski that the insurance had paid a claim and is now the owner. Chief Robert Dupuis called US Department of Urban Housing and they said that they owned the building, though not the land, but would do some research. They also advised that they would have no problem with tearing down the building. Discussion ensued. Chief Dupuis will call the insurance company and get back to the Board with the information. Mrs. Jones advised that she had not received any change regarding the deed to date.

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

- November reconciliation was not yet ready.
- She requested December 26<sup>th</sup> and 27<sup>th</sup> as time off, to which the Board approved.
- She requested clarification regarding the computer needs of the Tax Collector. She had a quote from Mainstay for a computer only. Selectman Donovan had offered to donate one, but after speaking with Mainstay, realized that it would meet the needs of the Tax Collector. Chairman Johnson thanked him for his offer. Selectman Donovan made a motion to withdraw \$800 from the Office Equipment Capital Reserve to purchase a new computer for the Tax Collector; seconded by Chairman Johnson and approved.
- She spoke with Deb Gallant regarding the estimated bill for the transfer station quarterly billing, to which Ms. Gallant responded, but did not get an answer regarding the estimated insurance bill to Hopkinton from Primex regarding the Landfill that Webster will now pay a prorated portion, but will follow up on this. Selectman Donovan requested that Mrs. Pinkham follow up on the question about the increase in the salary line of the landfill budget presented by Steve Clough in Hopkinton a few weeks ago.
- The Worker’s Comp audit for 2012 was received and paid. Selectman Donovan asked if this was typical of past years and she said that it was.
- Mrs. Pinkham clarified for Selectman Donovan the purpose of the “Compensated Absences Capital Reserve.”

The Board set budget meetings for 12/13 from 4 to 5 pm and 12/16 from 5 to 6 pm. These will be posted. Additional meeting if necessary will be determined later. The Public Hearing for the 2014 Warrant and Budget will be held 2/11/14 @ 7:00 pm; Town Meeting 3/11/14 for voting and 3/15/14 for the business portion of the Town Meeting.

Police Chief Dupuis advised the Board of the following:

- PO #36 to Barn Store of New England for 1 Remington 12 Gauge Shot Gun & ammo in the amount of \$500.00
- 49 calls for service in the last two weeks with highlights read.

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B. J. Johnson

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M. W. Donovan

- The new Ordinance for Alarms will be on the 12/23/13 agenda for approval.
- A PO will be prepared for the 12/23/13 agenda for a computer for the PD in the amount of \$822, but will be ordered based on the quote.
- Mrs. Pinkham explained the expense in order for Mainstay to download the previous e-mails from the old accounts for the PD; the FD did not wish to do this. This was not approved due to the expense and was not recommended by Chief Dupuis.
- Chief Dupuis researched a possible change of the speed limit on Bashan Hollow Road. He will do further road studies as there must be justification for a change and present his report on 12/23/13.

Selectman Donovan spoke with personnel at the State regarding Copart's State license. He was advised that Copart held a license as a wholesale dealer only. They advised Selectman Donovan that if the Town cc'd them regarding a "Cease & Desist" notice to Copart that they were not in compliance with local licensing, then the State would immediately pull their dealer tags. Selectman Donovan presented a draft of letter of "Cease & Desist" to Copart for consideration. The decision was that after changes were made that the Board would sign the letter on Friday. Chief would hand deliver the letter on 12/16/13. Chief Dupuis spoke with the manager regarding the local licensing issue and will go there tomorrow to notify Copart of the Town's intention and will plan to deliver the signed letter on 12/16/13.

Fire Chief Wolinski, advising the Board of the following:

- Showed one of the "Firefighter" stands, which will now go on all the Webster Firefighter's graves before Memorial Day next year.
- Nine calls for service over the past two weeks.
- Hydrant test on the new installation behind the school went well.
- Work continues on the By-law SOG's. Job descriptions had to be created for this project.
- Capital Area Chief Dick Wright, floating Chief for the Capital Area, will retire 5/31/14. This will impact all Departments. Chief Wolinski will keep the Board informed as to his replacement.
- He invited the Select Board to the Department Meeting on 12/19/13 at 7:00 pm, where some Department Members will be recognized.
- He and Emmett Bean erected the Smokey the Bear sign posts, which was put in the most convenient spot they could find. A High School student will do the sign.
- Computer issues with the printer have been resolved.
- A hydrant adapter estimated at \$300 plus is ordered with funds to come from his budget. A PO will be prepared for the next meeting.
- He looked at grants for a Smoke Machine for training purpose, noting that grants are not usually geared for training purposes. He has funds in his budget to purchase it this year, to which the Board did not object. A PO will be prepared for the 12/23/13 meeting.
- He responded to a smoke nuisance complaint from a neighbor of the Davisville property. He has no jurisdiction regarding smoke. He had issued the owner of the property a fire permit for a burn pit. The complainant was informed of information from the Chief and State Forest Ranger Doug Miner and seemed satisfied with the response.

Road Agent Bean advised or discussed the following with the Board:

- He agreed to the additional \$800 needed for the plow cover blade to the newly purchased plow. Later in the meeting Selectman Donovan made a motion to take an additional \$800, for a total of \$9,050, needed from the Highway Equipment Capital Reserve; seconded by Chairman Johnson and approved.
- He advised that PSNH would now have crews available in the City of Keene and Town of Bedford no later than 4/1/14, though there will be some crews in the Town of Newport, which may affect response time to Webster.
- He advised that he is available on 12/13/13 at 4:00 pm to meet with the Board.
- There have been issues with cold patch on Clothespin Bridge Road due to the cold weather. Currently he is using sand to resolve the issue.

Selectman Donovan made a motion to approve the amendments made to the Personnel Policy made by Chairman Johnson and Selectman Donovan; seconded by Chairman Johnson and approved. The document will be prepared for Board signatures.

The Health Inspector advised that the issue on Lake Road is all set. A brief discussion ensued.

New Business:

- After reviewing a letter of intent to expand from AT & T, Selectman Donovan recommended and Chairman Johnson agreed, to refer AT & T to the ZBA and the PB for the necessary approvals.
- Mrs. Jones will send an e-mail to Town Counsel relative to the letter dated 12/1/13 and advise him to proceed as outlined in the letter.
- Chairman Johnson shared a draft of the Select Board's Committee Report for the 2013 Report. Selectman Donovan made recommendations for changes.
- Selectman Donovan has done the dedication, of which a copy will be sent to Chairman Johnson. Individual Committee reports for the 2013 Town Report will be sent to the Board as received.

Referring to the draft of the 2014 Warrant Articles, Chairman Johnson requested that the most costly items go first, then the road preservation article and so on in order of the most costly. The first non-money article will be the formation of the Fire Department. Mrs. Jones advised that the ballot will most likely be set by a printer due to the length of the Zoning Amendments.

8:29 p.m. Selectman Donovan made a motion to adjourn; seconded by Chairman Johnson and approved.

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**Bruce G. Johnson, Chairman**  
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**Mason W. Donovan**

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 B. J. Johnson

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