

**Town of Webster
Office of Select Board
945 Battle Street
Webster, NH 03303
Final Minutes – August 13, 2018
Approved August 27, 2018**

Staff Present: Nanci Schofield, Christine Schadler, Wendy Pinkham, Steve Adams, Emmett Bean and Leslie Palmer
Public Present: Kim Fortune, Julie Nudd, Dan Nudd, Daniel Creighton

Selectwoman Schofield opened with meeting at 6:34 PM and thanked everyone for coming out to the Meeting House for the Select Board Meeting.

Selectwoman Schadler referenced the sashes worn by those at the table which said “Votes for Women” and explained that they commemorate the 100th anniversary of President Woodrow Wilson’s endorsement of women’s suffrage which led to the ratification of the 19th Amendment in 1920 which granted women the right to vote. She followed with a personal statement that she felt honored to be a part of the Town’s history and to carry on the tradition of holding meetings in the Meeting House. Selectwoman Schofield added that residents can read old minutes from past meetings on the Town’s website.

Administration:

- Selectwoman Schofield moved to approve the July 30, 2018 Select Board Non-Public Session I minutes as written. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.
- Selectwoman Schadler moved to approve the July 30, 2018 Select Board Non-Public Session II minutes as written. Selectwoman Schofield seconded the motion. All in favor, the motion was approved.
- The Select Board denied a request to add more sites to Cozy Pond Camping Resort and referred the property owner to the ZBA for a Commercial Special Exception.

Board Motion: Selectwoman Schofield moved to deny a request to add more sites to Cozy Pond Camping Resort and referred the property owner to the ZBA for a Commercial Special Exception. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

- The Select Board approved payment of the following invoices:

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$774.17 for invoice #8743 payable to W.D. Perkins to replace primer motor and to rebuild primer valve and primer switch on Engine 3 from the Fire Department Equipment Expendable Trust Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$6.78 for Lowe’s receipt #02188 payable to Leslie Palmer as reimbursement for the purchase of Anti-Skid texture additive for the painting of the Town Hall steps from the Town Hall Improvements Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$75.96 to Home Depot for stain for the painting of the Town Hall steps from the Town Hall Improvements Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$864.00 for statement #134688 (\$432.50) and #134689 (\$431.50) to Upton & Hatfield, LLP for legal services from the Legal Expendable Trust Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$31,213.00 for invoice #4140 to Cross Country Appraisal Group, LLC for the complete Town Revaluation Update from the Reappraisal Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Highways and Roads CR (Deer Meadow Rd Project):

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$1,448.55 for invoice #18-1259 payable to Boscawen Sand & Gravel for 186.91 tons of ¾” quarry pack for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$1,672.48 for invoice #18-1278 payable to Boscawen Sand & Gravel for 191.14 tons of ¾” quarry pack for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$592.64 for invoice #18-1299 payable to Boscawen Sand & Gravel for 76.47 tons of 1½” quarry pack for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$3,005.00 for invoice #5376 payable to Fleece & Flower Farm, LLC for labor and equipment for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$1,481.57 for invoice #18-1290 payable to Boscawen Sand & Gravel for 191.17 tons of ¾” quarry pack for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$2,950.00 for invoice #5378 payable to Fleece & Flower Farm, LLC for labor and equipment for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$2,017.63 for invoice #18-1316 payable to Boscawen Sand & Gravel for 92.64 tons of 1½” quarry pack, 131.13 tons of ¾” quarry pack and 32.39 tons of 3” stone for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$3,807.50 for invoice #5380 payable to Fleece & Flower Farm, LLC for labor and equipment for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$1,437.40 for invoice #18-1330 payable to Boscawen Sand & Gravel for 167.34 tons of 1½” quarry pack and 18.13 tons of ¾” quarry pack for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$3,797.50 for invoice #5381 payable to Fleece & Flower Farm, LLC for labor and equipment for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$2,316.06 for invoice #18-1342 payable to Boscawen Sand & Gravel for 244.28 tons of ¾” quarry pack and 48.33 tons of 3” stone for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$2,785.00 for invoice #5382 payable to Fleece & Flower Farm, LLC for labor and equipment for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$1944.48 for invoice #18-1347 payable to Boscawen Sand & Gravel for 250.9 tons of ¾" quarry pack for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$3,160.00 for invoice #5383 payable to Fleece & Flower Farm, LLC for labor and equipment for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$5,085.00 for invoice #5384 payable to Fleece & Flower Farm, LLC for labor and equipment for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$562.65 for invoice #18-1357 payable to Boscawen Sand & Gravel for 72.6 tons of ¾" quarry pack for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Board Motion: Selectwoman Schofield requested the Trustees of Trust Funds issue a check for \$3,280.00 for invoice #5385 payable to Fleece & Flower Farm, LLC for labor and equipment for Deer Meadow Rd from the Highways and Roads Capital Reserve Fund. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Finance:

- Financial Administrator Wendy Pinkham provided the Select Board with a current budget reflecting adjusting entries.

Police:

- Police Chief Steve Adams reported that parts have been ordered for the new cruiser and it should be on the road in a few days.

Fire:

- 117 calls for service YTD; the department made through 8 days without the "bell going off."
- The Fire Department is all set for Old Home Day.
- Things have been quiet and training has been going well.
- A new member will be starting Fire Fighter II training soon.
- Ben Smith has passed all his tests to become an EMT.
- Dave Collins has stepped down as EMS Lt. Karrie Jenovese has become the new EMS Lt.
- Fire Chief Bean provided estimates for removing the damaged concrete pad at the Public Safety building and replacing it with a 100' x 70' paved area. Pricing was discussed as well as the possibility of saving some money if materials on site can be used as opposed to being hauled away. The current estimate is approximately \$42,000. Administrative Assistant Palmer will schedule a site visit for the Select Board to review the project further once Chairman Borek returns.

Road Agent:

- The tree has been taken down in the park prior to Old Home Day.
- The Deer Meadow Rd project has been going well.
- Clough-Sanborn Hill Rd, Roby Rd, Bashan Hollow Rd and Gerrish Rd have been graded.
- Bashan Hollow Rd was repaired after a washout from a recent storm. Although work on Scenic Roads, other than grading, has been placed on hold while the Scenic Road Committee drafts a scenic road maintenance policy, Selectwoman Schofield authorized the emergency repair on Bashan Hollow Rd on August 2nd following heavy rain the night before. Selectwoman Schofield received a video of the damage but was unsuccessful in reaching the other two Select Board members at that time and therefore gave Road Agent Bean permission to do the work. Because ditching had not been completed yet, a lot of damage occurred. Selectwoman Schofield observed that this provides a good example of what can happen when good ditching does not take place. Selectwoman Schadler responded that she has a greater appreciation for good ditching. Road Agent Bean understands that some do not like the deep ditches but that the work pays off in the spring when the roads dry out much more quickly. The Scenic Road Committee will be meeting again in September and once its work is complete will send its recommendation to the Select Board to be reviewed with Road Agent Bean.
- Road Agent Bean will walk Mutton Rd with Chairman Borek once he returns.

Selectwoman Schofield announced that the Webster Free Library is offering free temporary Library cards to Hopkinton residents until the Hopkinton Library is up and running following a recent fire.

Selectwoman Schofield also announced that Old Home Day is coming up on August 18th and brochures showing the schedule of events can be picked up at Town Hall. Information can be found on the Town's website as well. Kim Fortune, President of the Society for the Preservation of the Old Meeting House, noted that on Sunday, August 19th, there will be a Church service at the Meeting House at 10am, followed by a guest speaker at 1pm from the NH Historical Society who will present "Education Through the Years." Horse drawn rides along the Blackwater River will take place from 2pm to 4pm.

Public Comment:

Kim Fortune asked if the Town could hold a screening of the film "The Hungry Heart" which deals with the topic of addiction. The film is produced by Kingdom County Productions in Vermont. The Select Board suggested that she contact the Library first, as the library currently has movie nights at the Town Hall. The event can then be coordinated with first responders and Human Services in order to provide the public with further information on available resources.

At 7:41 PM, Selectwoman Schofield made a motion to adjourn. Selectwoman Schadler seconded the motion. All in favor, the motion was approved.

Respectfully Submitted,

Leslie M. Palmer