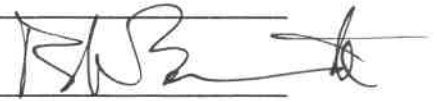


Robert Thompson



John Allen

Richard Bennett



**Selectmen's Meeting  
November 30, 2017**

**Present:** Bob Thompson, Richard Bennett, John Allen

**Visitors:** Town Office Administrator Julie Atwell, Building Inspector Kevin Bennett, Videographer Hank Benesh, Fire Chief Jay Henry, Road Agent Pat Kelley, Joyce Allan, Sarah Clemons, Scott Badger, Bea Davis, Tom Difusco, Betsy Harding, George Howard, Bill Kelley.

The meeting was called to order at 4:00 pm.

**1. Approval of Minutes**

- a. **Selectmen's Meeting – November 9, 2017** – Selectman Bennett, seconded by Selectman Allen, made a motion to approve the minutes as written. The motion passed unanimously.

**2. Update on Action Items**

- a. The cemetery shed was posted on Enews as a give away with no interest shown.
- b. Selectman Bennett spoke to Chief Perley about the signage on Green Hill Rd. Residents felt the signage was inadequate signage and will request that families in the area come to a meeting to provide input. Police presence up there has helped to slow traffic down.
- c. East Field Rd Construction on 2 buildings ongoing, it is in the interest of the contractors to make the site look good.
- d. **Upcoming Selectmen Meeting Dates:**
  - Thursday December 14 at 4 pm
  - Thursday December 21 at 4 pm
  - Thursday January 11 at 4pm
  - Thursday January 25 at 4 pm with Budget Hearing to follow

3. **Public Comment-** Sarah Clemons concerned about signage on Green Hill Rd with the oncoming winter conditions and the speed of contractors and other traffic travelling through. She will encourage families that live on the road to bring their concerns forward. Sarah also would like more information about the 3% increase in pay rates and

if no other towns have a similar arrangement, she would like to know how the town came to this agreement.

Selectman Thompson responded that the town of Conway does indeed have a step system for raises where they use the 3% formula.

Joyce Allan would like to know if there are any performance evaluations done to determine this 3% raise. Selectman Thompson stated that the Selectmen evaluate those they liaise with and that evaluations are done by individual department heads. The 3% is not contingent on the evaluation. They will put together a presentation for the Budget Hearing on January 25<sup>th</sup>.

Bea Davis was told the raises should be reflected in written Town policy and she has checked with other towns and does not see this in the policies of Bartlett or Conway.

Sarah Clemons presented a report, to the selectmen, from the Jackson School District that lists out assignment of salaries, benefits, and total pay for each employee. She would like to see a similar report done for town employees to include expenditures for benefits such as health insurance, etc. Selectman Thompson said they will discuss to see if it belongs on the agenda at a future selectman meeting or if it can wait until the Budget Hearing.

#### **4. Building Inspector**

##### **a. Weekly Report - Kevin Bennett**

He has done 3 inspections in the past week and found two second homes and one resident home that didn't have working smoke, or carbon monoxide detectors. They will now have these installed.

##### **b. Building Permits**

1. 2017-79/ V08-L225/ Owner – Kageleiry/ 32 Middle Mt. Trail/ Construct a shed dormer- Completed prior to getting the permit.
2. 2017-80/ R08-L10-6B/ Owner – Wilson/ 47U08 Dana Place Road/ Replace existing deck
3. 2017-81/ V04-L13/ Owner – Tracy/ 28 Trickey Rd/ Remodel bathroom
4. 2017-82/ R17-L31A-E19/ Owner – MJC Development Corp/ 61U01 East Field Rd/ Permit renewal for 3bd/3ba unit with attached garage
5. 2017-83/ R17-L31A-E20/ Owner – MJC Development Corp/ 61U02 East Field Rd/ Permit renewal for 3bd/3ba unit with attached garage
6. 2017-84/ V02 –L46/ Owner – Jackson School District/ 10 Black Mountain Road/ Sign permit – Already in place.

#### **5. New Business**

##### **a. Fire Department Budget – Jay Henry -**

Commented that the info regarding the importance of smoke detectors is out there and is reiterated regularly to locals.

Jay discussed the need to increase his Special Equipment line item to double the number of gear sets that he purchases annually from the 2 sets currently purchased to 4 sets. The new gear is made of better materials; lighter, better to

protect from the hotter, chemical ridden fires they see now.

Currently there are 30 members of the Fire Department on roster with 10 of those that are fairly inactive. Suits are assigned to each person and they are washing suits more regularly after fires to lessen the cancer risk.

Varying options were proposed to purchase extra sets of gear; adding to the operating budget, funding the Fire Expendable Trust, or asking for a Capital Reserve Special Article. Each selectman expressed support to keep the department safe with decent gear. Jay was directed to add \$5K to his operating budget. The town people will be asked to support a warrant article for the bulk purchase of 10 new sets of gear.

- b. **Trustees of the Trust Funds** – The Board of Selectmen are requesting the follow withdrawals from the Trust Funds as indicated below:
  - \$526.27 from the Dry Hydrant Expendable Trust Fund (0049).
    - Lakes Region Fire Apparatus Inc. – Dated 10/23/17 – Invoice 27299
  - \$500.00 from the Police Department Equipment Expendable Trust Fund (0051).
    - Surveillance Once – Dated 11/8/17 – Project #171108N210
  - \$24,720.85 from the Transfer Station Expendable Trust Fund (0028).
    - For miscellaneous invoices dated November 2016 - November 2017Selectman Bennett made a motion to approve expenditures, with Selectman Allen seconding. The motion passed unanimously.
- c. **2018 Hazardous Waste Day** – The 2017 Hazardous Waste drop off day was utilized more than in previous years by the townspeople. The cost to us was \$1824.15. A budget increase for next year totaling \$2000 was approved to be appropriated for the Transfer Station line item.
- d. **Intent to cut** – Map R 24 Lot 1 belonging to Randy and Bea Davis, they are submitting an intent to cut. Selectman Bennett made a motion to approve, with Selectman Allen seconding. The motion passed unanimously.

## 6. Old Business

- a. **MTAG (Municipal Technical Assistance Grant)** program update – Betsey Harding and Scott Badger. Betsey stated the total grant received will be \$18550.00 and the town portion is only \$2500. She was wondering how the funding should occur? Invoices could be submitted monthly and reimbursed monthly, then it would be spread out and not a significant impact. Scott would like to see the contract with Resilience Planning contract. signed prior to year end so they can begin to dive in for 2018. He would like to see some information disseminated to the public prior to town meeting so voters can make informed decisions. Peter will be consulted for his input on how to proceed.  
On a side note, Betsey mentioned some members of her group cannot attend meetings in the Town Hall room due to the acoustics in the room. It was noted

and ways to improve the acoustics will be sought.

- b. **Alpine Drive-** Tom Difusco came before the board to ask if the town can/ will continue to plow the turn around in front of his house. His neighbor had erected a gate to keep everyone out but the gate is now down. From a fire code position the town has to have access to the turn around and the town IS willing, and able, to plow the cul de sac as long as the access is there. Get clarification from town council to look into RSA's associated with this situation. Does a letter need to be sent to the landowner on the position the town is taking? This will get back on the agenda for a future meeting.
  - c. **Transfer Station updates-** Selectman Allen said work continues on the façade for the drop off.
  - d. **Budget Update** – Selectman Bennett said we are at 92% of our fiscal year in week # 48 of 52. At 89.16 % of our budget, approximately \$255,592.61 remaining on budget items.
7. **Public Comment** – Joyce Allan said it is hard to argue against needing better equipment but she would like the information to be presented at the town meeting for what gear is currently on hand. Julie will work with Jay on age and condition of gear. Sarah Clemons met with School Board lately and they have a different budget book. She would like to request the town combine the budgets again into one. Also wants to know if when considering the 3% increase does the town take into consideration the private use of town vehicles ?

The fire chief will take the cemetery shed, at his expense, off the property.

There being no further business, the meeting was adjourned at 5:30 pm.

Respectfully submitted by

Gloria Hutchings