

**Minutes of the  
Board of Selectmen Meeting  
Wednesday  
September 7, 2016**

**Board members present:** Chairman, Roberta Fraser, Herbert C. Stephens, Jack Marsh, Ben Kilanski and Raymond Williams. Also present Water/Sewer Superintendent Rick Meleski, Highway Dale Gray. Margaret Sharra and Leroy Austin.

**First order of business:**

The Chairman opens the meeting at 7:00pm.

**Second order of business: Business and minutes**

The board reviews the minutes of 8-24-16 for approval. Selectmen Marsh *makes a motion* to approve the minutes. Selectman Kilanski seconds the motion. The motion carries 5-0.

Bob King wrote an email asking to meet with the BOS to discuss the Hydroelectric Plants and taxes. The board agrees that September 14<sup>th</sup> would be fine.

Selectman Fraser would like to remind the Board about meeting at 6:00pm next week 9/14/16 with the RED Committee.

SVE Associates/Rob Hitchcock sent an email about the Old Westport Culvert. Rob has prepared a proposal to design a new culvert to replace the 48" culvert installed last year. The new culvert will be a 3 sided concrete box culvert, open bottom, capable of passing the 100 year rain event. NHDES requires an open bottom culvert with a stone/gravel bottom to mimic a natural channel for wildlife. SVE will complete the design for \$16,500. Dale remained the board that we are 30 days into our 60 day time that was given by DES. Selectman Kilanski asked when can they start. Dale stated within 2 weeks. Selectman Fraser asked Margaret to speak on this because she had talked everyone on this culvert. Margaret states that there is 2 parts to this. 1. DES is requesting stamped engineer plans on the culvert replacement. Des states that we are not being mandated today to replace the culvert. 2. If we disagree with having to replace the culvert, they use a term "alternative design". The offer that SVE has given us, Rob will also do an as built plan. Dale and Margaret will work together alongside Rob to gather information to try to "sell" the "alternative plan". This would mean we can keep the existing culvert. Margaret adds that any time a culvert needs to be replaced they want it to be upgraded. Which means an open bottom, so the wildlife has a natural environment. This is really putting our town and other towns in a bind. Des would probably grant an extension but I feel that we should show good faith and hire the engineer to start with the plans. Carl from DES has been working with us and explaining the process. The rules can easily be miss understood and DES agreed. They have something that states you can replace in kind but it's not really true. Selectman Stephens asked what if we just left it and not fix it. Let the road wash out then it would be an emergency fix. Margaret said that DES would grant the emergency fix but it's only temporally. You would still have to go back and fix it correctly. Margaret stated she is hoping that they will accept the alternative design so we can gain 5, 10, 20 years. I'm not saying that we are going to, but it would be buying time. Carl from DES understands our frustrations and our lack of money, so he has been working with us. So right now we don't have a letter of deficiency. If we did we get that letter would be putting in a new culvert this year. What they are trying to do is stretch it out and by saying if we do all these steps they will give us a longer time. If we don't do anything we will receive a letter of

deficiency and we will have no time. Selectman Fraser & Kilanski stated we need to hire the engineer and not wait. Dale adds we have more culverts that need to be fixed. The cranberry bog on Back Ashuelot Road has no water right now going thru the culvert. It would be the time to fix it. But DES will not allow us because it's a tier 3 road. It goes by the acres that feed to the culvert "water shed". There is 1100 acres that feed down to this culvert. We have been learning a lot. Margaret and Dale are still going to look into other options. Margaret feels it doesn't make sense to burden the towns with these expenses. Selectman Stephens asks what about talking to a State Rep. someone needs to let them know towns can afford this and be accountable for these rules. Selectman Fraser states in the mean time we need to do these plans. Selectman Williams asks if we get a letter of deficiency how long until we would be fined. Selectman Fraser states not sure but we could be fined daily or monthly if we don't comply. Dale adds they could take away our Highway Block Grant. Selectman William thinks we should be talking to our state reps. but right now we don't have a choice, we need the plans. Margaret adds we should also talk to the Regional Planning Commission too. Selectman Fraser asked Dale if he used all of his block grant. Dale states no there is still money \$60,000. Selectman Stephens makes a motion to hire SVE and to pay the fee from the highway block grant. Selectman Williams seconds the motion. The motion passes 5-0

Bill McGrath sent a letter thanking Dale Gray for doing an excellent job repairing the cracks on Lake Shore Drive.

Town of Hinsdale sent a letter thanking the Town of Winchester, Jim Tetreault & Karey Miner for all their help stepping in to assist Hinsdale with training the town clerk and the deputy clerk. Selectman Fraser added that Winchester & Hinsdale also have been working together with sharing lifeguards.

Selectman Fraser read a letter from the picklefest committee asking if the Selectmen would be joining the parade this year. Selectman Marsh & Selectman Williams will be there to represent the selectmen.

The Conant Library will be holding their annual book sale 9/17 & 9/18 & 9/24.

Water & Sewer request to purchase 2 TDbank cards \$500.00 each. Selectman Williams makes a motion to approve. Selectman Kilanski seconds. The motion passes 5-0

RED Committee has submitted a raffle permit for 9/24/16. Selectman Kilanski makes a motion to approve. Selectman Stephens seconds. The motion passes 5-0

RED Committee wanted to thank the board for going forward with the "ditch" project on Main St. Also want to inform the board that on 96 Main St. there is trash piling up. Margaret is aware and will be going out tomorrow to take a look.

Mt Pisgah Sportsmen's Club has submitted a raffle permit for 9/24/16. Selectman Kilanski makes a motion to approve. Selectman Stephens seconds. The motion passes 5-0

Water abatement has been received for map 20 lot 12 in the amount of \$30.00. Selectman Kilanski makes a motion to approve this abatement. Selectman Stephens seconds the motion. The motion passes 5-0

Sewer abatement has been received for map 20 lot 12 in the amount of \$55.00. Selectman Kilanski makes a motion to approve this abatement. Selectman Stephens seconds the motion. The motion passes 5-0

Water abatement has been received for map 26 lot 96 in the amount of \$60.00. Selectman Marsh makes a motion to approve this abatement. Selectman Kilanski seconds the motion. The motion passes 5-0

Sewer abatement has been received for map 26 lot 96 in the amount of \$110.00. Selectman Marsh makes a motion to approve this abatement. Selectman Kilanski seconds the motion. The motion passes 5-0

Tax abatement has been received for map 9 lot 34-1 in the amount of \$2064.36. Selectman Kilanski makes a motion to approve. Selectman Stephens seconds the motion. The motion passes 5-0

Tax abatement has been received for map 28 lot 48 in the amount of \$6.34. Selectman Kilanski makes a motion to approve. Selectman Williams seconds the motion. The motion passes 5-0

Timber warrant has been received for:

- Map 5 Lot 50 in the amount of \$1183.14.
- Map 2 Lot 43,44 in the amount of \$1723.42.
- Map 1 Lot 48 in the amount of \$383.97.
- Map 3 Lot 19 in the amount of \$740.88.
- Map 4 Lot 23,24,30 in the amount of \$1996.78 & \$826.20.

Selectman Marsh makes a motion to approve all Timber Warrants. Selectman Kilanski seconds the motion. The motion passes 5-0

Highway Safety Grants: Tire Deflation Device \$540, DWI Patrols \$8265.60 & Winchester STEP \$8289.54  
Selectman Kilanski makes a motion to approve. Selectman Stephens seconds the motion. The motion passes 5-0

**The board reviews and approves the following financial documents:**

Selectman Kilanski makes a motion to approve the annual contract for Zoll Medical Corp. in the amount of \$510.00. Selectman Stephens seconds. The motion carries 5-0.

Selectman Kilanski makes a motion to approve the Certified Ambulance Group Inc. in the amount of \$659.64. Selectman Stephens seconds. The motion carries 5-0.

Selectman Kilanski makes a motion to approve the purchase order WS Darley & Co in the amount of \$13,715.00. Selectman Stephens seconds. The motion carries 5-0.

Selectman Kilanski makes a motion to approve the RED Committee's request to Winchester Proud in the amount of \$25.00. Selectman Williams seconds. The motion carries 5-0.

Selectman Stephens makes a motion to approve the purchase order EJ Prescott in the amount of \$8191.00 from Water Capital Reserve. Selectman Kilanski seconds. The motion carries 5-0.

**Third order of business Public comment:**

Bill McGrath wanted to follow up on a letter that he gave the Board a few months ago. He had talked to Rick and was told that it was being looked into. Selectman Kilanski stated that he read thru the file that

Danielle had given him. Rick adds that it has been a large undertaking with the research that Danielle has done. Rick will be sending the BOS a packet of all the info that was found. 2005-2007 the board looked into a new rate structure for our fees. This is when they came up with charging per unit. The fees were made up of per unit and the usage fees. This was all done by a public hearing and notices. In 2012 the board looked at it again and changed the water base fee from \$25 to \$30. Just for your information that Rcap Solutions came in and look at our rates and told us that we had a "model" rate structure. There are several towns in the state that do charge by unit. I believe that our billing is done correctly. Mr. McGrath stated that he has trouble with being charge for 2 connections when I only have 1. The second unit is vacant 75% of the time. When can I take a look at the information? Selectman Fraser as soon as we get will let you know. Rick wanted to add that if you were to look on the DES website out of 104 towns we are 15<sup>th</sup> lowest in the state. In the future I would be looking to do rate increase to have funds put into capital reserve for upgrades. Mr. McGrath adds he doesn't mind paying for the usage and I would certainly support Rick on a rate increase for improvements to the water system.

Selectman Marsh was asked by Winchester Proud if it would be ok to park some antique cars on the lawn during Pickle fest. The Board had no problem with that.

Selectman Kilanski asked the board about purchasing a locks and chains for the garbage cans in the park. Selectman Fraser said to go to Abuchons and charge it.

Selectman Williams wanted the board to be aware of a dog bit that happened with his daughter's dog. He was given a ticket and he plans on taking it to court. He let the board and public know he was treated as any other citizen in town.

Selectman Stephens wanted to thank Dale/Highway for cleaning the Ashuelot Bridge for the Dinner on the Bridge.

Selectman Marsh wanted to let everyone know there was a nice letter to the Editor of the Keene Sentinel about Karen and the great job she has done at the Town Beach. The Selectmen thanked Karen for all her work at the beach.

**Fourth order of business: Nonpublic under RSA 91:A3119 (a)(c)(e)**

Selectman Kilanski *makes a motion* to enter nonpublic session under (a)(c)(e), Selectman Williams seconds. The motion passes 5-0. A roll call vote was taken and members vote "yes" individually and the board convenes in non-public at 7:47 pm.

**Fifth order of business: reconvene**

The board reconvenes in public session at 9:30 pm.

Selectman Frazer states the minutes under (a) do not have to be sealed.

Selectman Stephens makes a motion to seal one set of minutes under (e) Selectman Kilanski seconds the motion. A roll call vote was taken and members vote "yes" individually. The motion passes 5-0.

Selectman Fraser reminds the board that we are meeting at 6:00pm with the RED Committee to go over job description of the RED and common interests for the town.

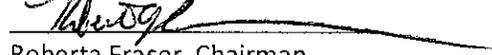
**Sixth order of business: Adjournment**

Selectman Kilanski makes **a motion** to adjourn at 9:35 pm. Selectman Stephens seconds. The motion carries 5-0.

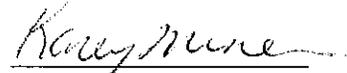
Minutes respectfully submitted:  
Karey Miner, Interim Administrator

Minutes approved by the board on:

Minutes signed by:



Roberta Fraser, Chairman



Karey Miner, Interim Administrator

