

**Minutes of the
Board of Selectmen Meeting**
Wednesday
May 18, 2016

Board members present: Chairman, Roberta Fraser, Jack Marsh, Herb Stephens, Ben Kilanski and Ray Williams. Also present the Water/WW Superintendent Rick Meleski, Highway Superintendent Dale Gray, and Land Use Administrator Margaret Sharra.

First order of business: Open meeting and Proclamation

The Chairman opens the meeting at 7:00pm. The Chairman announces this is National EMS week. The board and public are not only here to thank the Police Department but also the firemen, ambulance personnel, peacekeepers and their families. A proclamation is read for the ambulance persons thanking them for their service and Selectman Williams reads a letter from the board to the PD thanking them for their service. Cake is served to all.

Second order of business: Non public under RSA 91-A:3II(a)(c)

Selectman Marsh *makes a motion* to enter non-public session under (a)(c). Selectman Kilanski seconds the motion. A roll call vote is taken and the members vote "yes" individually and the board convenes in non public 7:16pm.

Third order of business: Reconvene

The board reconvenes in public session at 7:25pm. Selectman Kilanski *makes a motion* to seal the minutes, Selectman Stephens seconds. The motion carries 5-0.

Fourth order of business: Business and minutes

Selectman Fraser reads a letter of resignation from Shelly Walker effective 5/16/16.

Last week the board decided to make the Finance Supervisor position a salary position. The board discusses what to do with the Financial Assistant position. Members agree with advances in technology that this position can be part time. They agree to start the position at 25 hours a week and it can go up to 32 hours. They need to review the job description. Selectman Marsh *makes a motion* for the finance assistant to be a part time position and to discuss a rate of pay. Selectman Stephens seconds. The motion carries 5-0.

Selectman Marsh *makes a motion* to approve the minutes, Selectman Stephens seconds. The motion carries 5-0.

The tax warrant will be run on Friday. Tax bills will be out next week.

Review of Finance Supervisor job description. The board decides to add "and anything else that is asked" and removes "takes care of things that need repair at the town hall".

Rick Meleski updates the board on water & sewer projects. All houses in Ashuelot have been posted for the upcoming work and disruption. He expects June 15th or the following week for the RT.119 project. He asks permission to go in for a spot check for a repair at 50 Jones Road. The property owner will sign a contract to pay. The town has done this in the past. This is not the town's responsibility but a good thing

to do. Selectman Stephens **makes a motion** to allow the water department to do this work, Selectman Kilanski seconds. The motion carries 5-0. Rick expects to do the work on Friday.

Chris Coates of the Cheshire County commission requests the use of the town hall on June 20th for a hearing on Maplewood. Board approves the use.

The board is in receipt of complaints about fireworks in the Scotland Road area. There are no permits issued to date. The board requests for the PD to enforce permit requirements. Margaret will contact fireworks stores in Winchester & Hinsdale to give them permit applications.

Margaret suggests an employment section on the town website in order to list for the grant writer and other future employment opportunities. The board approves.

Sue Durling asks to use the town hall this coming Saturday the 21st. The board approves.

The board reviews the Master Plan survey which also includes a survey from the ELMCC. Selectman Fraser **makes a motion** to approve this survey to go with the tax bills, Selectman Kilanski seconds. The motion carries 5-0.

The DES granted an extension of time, 90 days, for the hydraulic analysis required for the Old Westport Road culvert. Margaret will get another estimate from an engineer for the hydraulic analysis.

Selectmen Kilanski **makes a motion** to approve Denis Murphy as a Conant Library Trustee, Selectman Williams seconds. The motion carries 5-0.

Grace Christian Church has asked to use the town beach for a picnic on May 29th. The board approves.

The Friends of Public Art request to use the town hall on August 20, 2016 for a celebration of musical heritage. If they obtain a grant for this purpose they will get back to the board with more information. The board approves this.

Rick Meleski asks the board if he can contact Rebecca Bullock of SWRPC to apply for a grant for the Jones Road water project. Holden Engineering is almost done but is running a little behind. The board approves. The board is aware that the Winchester learning Center is considering applying this round also for a grant for an addition to their building. The board and Rick would prefer for the Jones Road project come first. Roberta will talk to the Learning Center.

On May 26th at 6pm there will be a community forum held at Sweetwater Farm & Distillery put on by the WEDC relating to the USDA grant they obtained to work on a Marketing Strategy for Winchester. Margaret and three Selectmen will attend.

Selectman Stephens **makes a motion** to continue the Hazard Mitigation Plan. The motion carries 5-0.

There is a letter from Avitar Associates relating to a meeting with the Selectmen, Avitar and Reps from Mitchell Sand & Gravel. The agreed upon date is 6/22/16 at 6pm.

The board reviews a disabled tax credit submitted by Marie Paradis. Selectman Stephens **makes a motion** to approve, Selectmen Kilanski seconds. The motion carries 5-0.

The board reviews a request for a water abatement submitted by Gary Beaman Revocable Trust due to an error in reading the meter. Selectman Kilanski **makes a motion** to approve, Selectman Stephens seconds. The motion carries 5-0.

The board reviews a property tax abatement for Patrick Clooney. Selectman Kilanski **makes a motion** to approve, Selectman Marsh seconds. The motion carries 5-0.

The board reviews a sewer abate for a swimming pool fill submitted by Donald Smith. Selectman Kilanski **makes a motion** to approve, Selectman Marsh seconds. The motion carries 5-0.

The board reviews a request for property tax abatement for Justin Ruskowski. Selectman Marsh **makes a motion** to approve, Selectmen Stephens seconds. The motion carries 5-0.

The Selectmen reviews the sewer warrant of \$91,467.34 and water warrant of \$69,850.30. Selectman Kilanski **makes a motion** to approve, Selectmen Marsh seconds. The motion carries 5-0.

The board reviews and approves the following financial documents:

Selectman Kilanski **makes a motion** to approve M&L asphalt for additional trucking, \$2475.00, and Selectman Stephens seconds. The motion carries 5-0.

Selectman Kilanski **makes a motion** to approve HD Supply for couplings, \$1268.84, Selectman Marsh seconds. The motion carries 5-0.

Selectmen Stephens **makes a motion** to approve the Nyhart agreement, Selectman Marsh seconds. The motion carries 5-0.

Selectman Kilanski **makes a motion** to approve to remove money from the Fire Apparatus capital reserve to pay Lawrence Sign \$1082.00 for the lettering of the new fire truck, Selectman Stephens seconds. The motion carries 5-0.

Selectman Kilanski **makes a motion** to approve the payment for Forest Fire, Selectman Stephens seconds. The motion carries 5-0.

The board signed Amy Bond's appointment papers.

Selectman Kilanski wants to discuss the training agreement relating to the Fire, Ambulance and Police departments. He would like to see the minimum at \$500 not \$1000. Selectman Fraser disagrees. She thinks 12 months is a long time for \$500. She would like to see what Swanzey and Hinsdale do. Selectman Kilanski **makes a motion** to revisit this issue, Selectman Marsh seconds for discussion. The motion carries 5-0. There is a lengthy discussion. There is some new information how much fire training costs.

Selectman Kilanski **makes a motion** to change the amount from \$1000 to \$500, Selectmen Marsh seconds. The motion carries 5-0.

The board discusses welfare to work program. It appears to have gotten off to a slow start. The Highway department should be getting someone to work tomorrow.

Selectman Fraser asks Dale Gary to cleanup Forest Lake Road near the transfer station.

Dale thanks Selectman Kilanski for the use of his pontoon boat to put out the buoys at the town beach.

Selectman Kilanski notes the Howard St. project came out nice and the residents on the road said thanks.

Selectman Kilanski thanks Margaret and Danielle Roy for all their extra work the past two weeks.

Selectman Marsh brings to the board his research on solar panels for electricity for the town. He asks Rick Horton, school board member, if the school would be interested in solar electricity. Yes they would. Jack is trying to set up a meeting next month with a company.

Fifth order of business Public comment

Bridie Pearce informs the board that 15 kids have signed up for the bike rodeo already. She asks the board about insurance. Yes the town will be primary on the insurance.

Rick Horton, School Board, invites the board to a public forum at the school on Wednesday the 25th at 6pm. Pioneer and KHS will be present. The school board wants to hear what the residents want for their high school students. He wants all students to have choices in their education. There are questions about the MASS test. Would our students qualify? Selectman Fraser highly recommends if the school board were to make a change of school for the student's education to put the question before the voters. The school board can make the decision on their own where to educate the students. Rick Horton made no comment.

Senior night is Monday the 23rd at 6pm. June 13th is 8th grade graduation.

Gus Ruth asks the board who will be covering for the Town Administrator. The Selectmen and other town employees will. He then offers advice on welfare to work.

Sixth order of business: Non public under RSA 91:A3119(a)(c)

Selectman Kilanski *makes a motion* to enter non public session under (a)(c), Selectman Marsh seconds. A roll call vote was taken and members vote "yes" individually and the board convenes in non-public at 8:35pm.

Seventh order of business: reconvene

The board reconvenes in public session at 9:00pm. The minutes are not sealed.

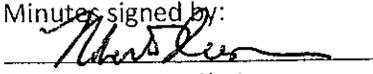
Seventh order of business: Adjournment

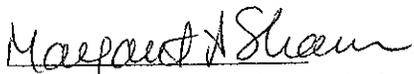
Selectman Kilanski *makes a motion* to adjourn. Selectman Stephens seconds. The motion carries. 9:05pm.

Minutes respectfully submitted:
Margaret Sharra, LU Administrator

Minutes approved by the board on: 5/25/16

Minutes signed by:


Roberta Fraser, Chairman


Margaret Sharra, LU Administrator