



Town of Winchester
1 Richmond Road Winchester, NH 03470

**Minutes of the
Board of Selectmen Meeting**
Wednesday
June 6, 2018

Board members present: Ben Kilanski, Jack Marsh, Roberta Fraser, Herbert Stephens and Gloria Leustek. Also present Dale Gray, Amy Bond, Margaret Sharra and Rick Meleski.

First order of business: Open Sealed Bids

The Chairman opens the meeting at 7 pm. Highway-1st project is requesting sealed bids to mill approx 1 ½ inch depth, Approx. 7,521 square yards of Swan St., Union St. & Parker St., tack minimum of .02% gallons per sq yard, pave approx 650 tons of ½ top, traffic control & sweeping. 1. Mitchell Sand & Gravel \$55,290.95 and the 2. BDM \$65,602.50. 2nd is requesting sealed bids to Reclaim, Chloride, Fine Grade Approx. 17,700 square yards of S. Parrish, S. Scofield Mt. & Broad Brook Rd. 1. BDM-\$2.90 sq yard and the 2. All States Asphalt-\$2.34 sq yard. Dale would like to review the bids and award them next week. The board agreed.

The next bids are for the Fire Station Roof and the Conant Library Roof.

<u>Fire Station:</u>	<u>Jancewicz & Son</u>	<u>Melanson Company</u>
	\$65,400-Roof	\$67,625-Roof
	\$3,525-side section	
	\$2,538-gutters	

Additional: 15year warranty-\$700
20year warranty-\$1,000

<u>Conant Library:</u>	<u>Jancewicz & Son</u>	<u>Melanson Company</u>
	\$3,855-52 piece of slate	\$56,000-SW, S, SE & N gable dormer area
		\$85,000-slate, hip caps & flashing

Second order of business: Minutes & New Business

The board reviews the minutes of 5-23-18 for approval. Selectmen Fraser makes a motion to approve the minutes. Selectman Stephens seconds the motion. The motion carries 5-0

Margaret gave the board an update on the sidewalk MAST grant. The grant is for \$20,000. After speaking with Jack Munn(grant writer) he expressed that the town should add bike sharrows and road signs into the project. He feels this will help with the our grant application. There would only need to be 2 road markings and 2 signs. Jack was able to get Keene to lend us their stencils. The bids we received ranged from \$98,000-\$198,000. The thought was maybe doing a section at a time. The section from Joni's south to Danny's store is the worst section. By doing it in 2 sections could cut the cost in half, \$49,227. If the granite curbing could be saved and not broken that could save up to \$11,000. Selectman Marsh stated that the high curb was put in place to stop the cars from running into the buildings. Margaret added that near 136-144 Main St the concrete slab has sunk 3inchs and the water is going into the build. This area needs to be repaired. Selectman Fraser made a motion to sign the support letter for the grant application. Selectman Leustek seconds the motion. The motion passes 5-0. Selectman Kilanski added that the concrete has dropped an 1inch in 1 months time. Selectman Marsh said that he thought the owners of the build would help pay for the repair. Dale will look at the issue and see what would be the best way to repair it.

Dale asked the board to close the side entrance to repair the concrete stairs the week of the June 18th. Also June 19th the 1st concrete slab at the Transfers Station. The board agreed

Selectman Fraser made a motion to approve the 79e correction on 28/41, 28/34, 26/113 & 26/17 and abate the difference to correct an error on the tax bill. Selectman Stephens seconds the motion. The motion carries 5-0

Firework permits have been received for: 3 Headlands Rd on 7/1 & 7/4, 512 Keene Rd on 7/7, 66 Mechanic St on 7/7 and 89 Back Ashuelot on 6/30(rain date 7/7). Selectman Fraser makes a motion to approve the firework permits. Selectman Leustek seconds the motion. The motion passes 5-0.

The board approved to hold a public hearing on June 20th for accepting an OHRV Grant for the Police Dept.

Timber tax was submitted by map 1 lot 52 in the amount of \$2,010.20. Selectman Fraser makes a motion to approve. Selectman Leustek seconds the motion. The motion carries 5-0

Selectman Fraser made a motion to approve the abatement in the amount of \$1,165. Selectman Marsh seconds the motion. The motion carries 5-0. A tax bill was generated for Town/Conservation owned land.

Selectman Fraser made a motion to approve the water abatement for 25/12, 21/12 & 18/9 for pool fillings. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Fraser made a motion to deny the water abatement in the amount of \$30 with Rick's recommendation. Selectman Kilanski seconds the motion. The motion carries 5-0.

Selectman Fraser made a motion to approve the 2 church abatement for 28/5 & 26/114. Selectman Marsh seconds the motion. The motion carries 5-0. These properties are tax exempt.

Selectman Marsh makes a motion to approve appointment papers for the RED Committee member, Devon Snikeris. Selectman Stephens seconds the motion. The motion carries 5-0

Hopkinton asked the board to review and reconsider the stumpage value the town billed. The board did not recommend.

Rick asked the board to allow the water department to install a new water main on Union St. The highway department will be doing work on the street and it would be the perfect time to install the main. Rick received 3 quotes SUR-\$24,000, Pat Rawson-\$20,000 and Lawrence-\$8,020. The cost of materials from FW Webb will be \$12,500. Selectman Marsh makes a motion to approve the Union St project and approved the PO's for FW Webb & Lawrence Excavating. Selectman Fraser seconds the motion. The motion carries 5-0.

The board reviewed the RFQ for the Engineering on Jones Road. Rick would recommend Tata & Howard because they know the town's infrastructure and they have done several projects for the town. Selectman Fraser made a motion to hire Tata & Howard. Selectman Leustek seconds the motion. The motion carries 5-0

Amy would like to discuss the funding for the computer update to the 365 & the cloud. Total cost is \$34,170. There would be a 1 time set up fee of \$7,975 to remove all the data from the server and place it in the cloud, install 365 and phone system to all departments. Selectman Fraser makes a motion to encumber the funds of \$8,900 to next budget and \$7,975 for the setup fee. Selectman Leustek seconds the motion. The motion carries 5-0. Selectman Marsh asked Mike Coope to review the information that was given to us at the work session by Worldwide Computer. Mike called Bruce from Worldwide Computers and they went over the information. Mike stated that he does have some concern with the Skype Phone System. If the system goes down there would be no phones and communication. If all the departments are on their computers uploading or down loading spreadsheets Mike is worried that it would overload the system, which could affect the phones. Also the quality of Skype, will it sound tinny. Amy stated that she has some references that are using the system and she would give them a call to see if they have any of these issues.

Amy informed the board the budget is at 14.33% and at this time of year we should be at 5.76%.

The board reviews and approves the following financial documents:

Selectman Fraser makes a motion to approve the Invasive Plant capital reserve request to Solitude in the amount of \$12,262. Selectman Stephens seconds the motion. The motion carries 5-0.

Selectman Fraser makes a motion to approve the sewer Capital Reserve for EJ Prescott in the amount of \$4,272.56. Selectman Leustek seconds the motion. The motion carries 5-0.

Selectman Fraser makes a motion to approve the Ambulance Group Inc. in the amount of \$545.62
Selectman Leustek seconds the motion. The motion carries 5-0

Third order of business Board comment:

Selectman Stephens would like for the highway department to cut the brush on the Old Tannery Bridge off of RT10. The board agreed to have them clean it up.

Selectman Marsh stated that he had spoken with Dale about the engine brakes and having signs made that would say "no use of engine break in the village area". Dale had called the State and they stated that it use illegal to have the signs posted. The breaks are legal breaking system. So we can stop them from using them but we could say "now entering the Downtown area please refrain from using engine breaks". The board asked Dale and Margaret to figure the verbiage and define the downtown area.

Fourth order of business Board comment:

Paul Morehouse Sr. stated that he is on the Main St. a lot and the trucks come thru going too fast, which then they need to use the engine breaks. If they were to slow down there wouldn't have to.

Mike Coope agreed with Paul's statement, that the trucks do travel to fast and at 3am it is very loud. Also Mike wanted to remind the board the Trustees of the Trust fund will be meeting in July 31st and would like the board to give them some guidance on the Towns long term & short term plans. This way they can look at what the best options are.

Jason Koerber-RED Chairman gave the board an update on their events. June 2nd was the 3rd year for the Farmers Market and asked if it was ok on rainy days they use the Town Hall. The board said yes. Music in the park starts Thursday June 14th at 6pm. All the funds are raised for the music series. Now they will be fund raising for the Jubilee.

Fifth order of business: Nonpublic under RSA 91-A:3II (a)(b)(c)(d)(e)

Selectman Fraser makes a motion to enter nonpublic session under (a, b, c & e). Selectman Stephens seconds the motion. The motion carries 5-0. A roll call vote was taken and members vote "yes" individually and the board convenes in non-public at 8:23 pm.

Sixth order of business: Adjournment

The board reconvenes in public session at 9:50 pm.

Selectman Kilanski made a motion to seal minutes under e. Selectman Leustek seconds the motion. The motion carries 5-0.

The board accepted Gene Parks resignation.

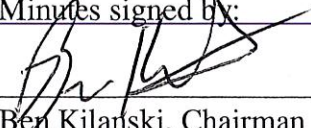
The board hired 3 part time seasonal Cemetery laborers.


Selectman Stephens makes a motion to adjourn at 9:55 pm Selectman Marsh seconds the motion. The motion carries 5-0.

Minutes respectfully submitted:

Karey Miner, Administrator

Minutes signed by:


Ben Kilanski, Chairman


Karey Miner, Administrator