



Town of Winchester
1 Richmond Road Winchester, NH 03470

**Minutes of the
Board of Selectmen Meeting**
Wednesday
May 2, 2018

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

First order of business: Work Session

The Chairman opens the work session at 6:00 pm with Tata & Howard. Tata & Howard is running late so the Chairman will allow WEDC to go 1st. Mark-WEDC gave the board an update on the progress of Stone Mt Business Park. WEDC has received 2 loans from NH Community Loan Fund. \$15,000 for an EDA grant consultant services and \$350,000 to match an EDA grant of about \$700,000. The re-submission of the EDA grant will be ready within the next few days. WEDC has submitted a grant application for marketing in the amount of \$18,000 to USDA. This will help market Stone Mt. and Tri Town Collaboration. Monadnock Economic Development Corp. (MEDC) also applied for a USDA in the amount of \$35,000. WEDC has a MOU with MEDC to help fund a local community kitchen analysis and to hire a marketing person to market the Tri Town region, including Stone Mt. WEDC is working with Solar Garden for a solar array, but Legislative bills have slowed the progress down. Engineering and the field survey is done and the project is back on for fall/winter construction. The board thanked Mark for all his work on all these projects.

Rick invited Gary & Jenna from Tata & Howard to help answer any question the board may have on having a rate study & aerial survey. Rick gave the board a report on water & sewer rate research from other towns. If the town moves forward with the project the rates will need to be increased. Tata & Howard would like to help by doing a rate structure study. This study would look at different options and what would work best for Winchester. Whether it's having different base fees and/or user fees per cubic ft. for residential & commercial. Meter size could be a factor also. Also Tata & Howard would like the board to approve an aerial survey of the Town to help map the area for the waterline & water tank. Having the aerial done will also help with other town projects in the future. Jenna stated that the rate study \$5000 and could come from the USDA grant we have received. Having the study will help to apply for other funding like the RSF funding. Applications for RSF funding are due June 15th. Gary stated that the time is closing in on when the aerial can be done due to the leaves on the trees. The cost for the aerial is \$14,100, which also can come from the USDA grant. Mark Tigan asked if they could use GSI mapping that had already been done. A concern Mark has is increasing the rates for business when

we are trying to build a business park to bring in new businesses in. Will there be a residential base rate & a commercial rate and will we adjust for high quantity users. Jenna stated that on the higher usage customers would have a lower rate, typically it's the opposite. It's an ascending rate to encourage conservation. In respect to residential and commercial rates we will need to work with the board to find a balance. The study is to help the town maximize the principal forgiveness on granted loan programs and to get lower interest rates. Gary stated that the GSI is not good enough and there is not enough data. Margaret said there needs to be a balance and a fare adjustment. It is vital for the town and the Stone Mt project. The water pressure on Richmond can be awful. Back in 2008 when working on the master plan, Main St., Richmond and Warwick road were listed to be upgraded. Having a 75 year old water tank is an issue and need to be looking at the future. Winchester has to take the initiative on these projects. We are getting some of these grants to fund projects. The USDA grant wasn't as much as we hoped but some of the meetings I attended the board was hoping for 45-50% forgiveness and would look at other funding. Margaret feels that this an important to make this step ahead. Selectman Fraser asked how long will this study take. Jenna said that it would be 30 days. Selectman Fraser stated that looking at this project and moving forward with the project the best way is to increase the water rates to cover the cost. She doesn't want to raise rates but we do need to do this for the residents and to help bring business to town. Selectman Fraser added this project is important to the town for many reasons. Chief Kellom wanted to let the board he is in favor of this project. The Chief stated that 2 months ago the fire department had some training exercise out at Plumb Pak and Rick was called out for a water main break because people on Richmond thought there was a break due to the water pressure was so low. Rick added that there is very little water pressure on Richmond Road and when Plumb Pak tests their sprinkler system, people think that they have no water. Chief Kellom has a concern with fire protection on Richmond Rd and if there are new businesses coming into Stone Mt Park, the codes state they will need sprinklers system installed. Without these upgrades to the water line businesses coming in would have to be denied because they will need the fire suppression for the building. Depending on the type of business they will be required to have fire walls every 900ft, which is costly and could affect new business coming to town. Selectman Fraser said it comes down to having debt on the books to be able to receive help with funding. Rick added that when Eric Law from USDA came to talk to us, he said that we need to show the burden for funding and that our water/sewer rates were low. Selectman Fraser and Rick said this project has been looked at for 10 years now. Rick added that we are apprehensive about the impact on the users. We need to work together on the rates. Rick would like the board to move forward with the aerial & rate study, but also the waterline & water tank project. Selectman Fraser makes a motion to sign the amendment with Tata & Howard for them to do the rate study & aerial survey and move forward with the waterline and water tank project. Selectman Stephens seconds the motion. The motion carries 5-0. Gary asked if the board would like them to submit an application for the upcoming SRF funding. This funding will be available in October. The board agreed.

Second order of business: Minutes

The board reviews the minutes of 4-25-18 for approval. Selectmen Fraser makes a motion to approve the minutes. Selectman Marsh seconds the motion. The motion carries 5-0

Third order of business: New Business

Selectman Kilanski informed the board that the fence is still not fixed. Amy had talked to our Insurance Company and due to the \$1,000 deductible, they recommended that we write a letter to the Company asking when the fence would be fixed. Karey stated that was 2 weeks and no response. Selectman Kilanski will call Wayne Young tomorrow.

Selectman Marsh made a motion to approve Avitar's recommendations for Charitable, Religious & Educational Exemptions. Selectman Fraser seconds the motion. The motion carries 5-0. Selectman Marsh made a motion to abate Mt Pisgah Sportsmen Club in the amount of \$573.00. Selectman Stephens seconds the motion. The motion carries 5-0

Rick asked the board to approve upgrades to 129 Elm St to meet the Towns water meter requirements. This property has had numerous water breaks over the years. The homeowner is willing to pay for the parts for this project. Rick stated that he would oversee that is installed correctly and at the same time install a gate valve on Elm St. There will be a contract draft with the details of the project for the owner to sign and the board would approve. Selectmen Stephens makes a motion to approve the upgrade. Selectman Leustek seconds the motion. The motion carries 5-0

Jenny & Bruce Wooster have concerns with how rough South Parrish Road is. The pavement has broken off in places from the winter plowing. Dale stated that he working on getting quote to finish the paving from Bolton Rd to the Hinsdale line.

Southwest Community Services sent a letter to the Town thanking us for our financial support.

Raffle Permit was submitted by Draft Gratitude. Selectman Marsh makes a motion to approve the permit. Selectman Fraser seconds the motion. The motion carries 5-0

Avitar made a recommendation to deny the abatement for map 33 lot12. Selectman Fraser made a motion to deny the abatement. Selectman Leustek seconds the motion. The motion carries 5-0.

The board reviews and approves the following financial documents:

Selectman Fraser makes a motion to approve the Ambulance Group Inc. in the amount of \$697.24. Selectman Leustek seconds the motion. The motion carries 5-0

Selectman Stephens makes a motion to approve Forestry Payroll in the amount of \$79.04. Selectman Fraser seconds the motion. The motion carries 4-0-1

Selectman Fraser makes a motion to approve DiLuzio Ambulance in the amount of \$9,774.63 Selectman Marsh seconds the motion. The motion carries 5-0

Selectman Stephens makes a motion to approve the order of Firematic Rescue Jack in the amount of \$7,670.39 for the Fire Dept. Selectman Leustek seconds the motion. The motion carries 4-0-1

Chief Kellom asked if Dale could repair South Scofield Mt. Road for emergency equipment can pass through. Dale stated that they will be ditching Old Hinsdale Rd next week and will dump the ditching material there to fix the road.

Selectman Marsh would like a list of class 6 roads that being blocked or need repair. Chief Kellom and Dale both have been watching the roads.

Fourth order of business Board comment:

Selectman Fraser let the board know that Town Beach meeting Sunday May 6th at 7pm at the Town Beach.

Fifth order of business Public comment:

Ken Cole asked where the funding was coming to pay for the rate & aerial survey. Selectman Fraser stated from the USDA Grant. Rick added that this work can come from the grant. Ken wanted to clarify that the bond for this project would be paid by the rate users. Rick stated that is correct. Ken added that it is an economic development project and it will benefit the town he does agree it should be the rate payers. Ken also asked if there will be a public hearing when the rates are discussed. Selectman Fraser stated yes we have to have a hearing.

Captain Zach Ford asked the board for an update on where the Ambulance stands. Selectman Kilanski said that they are getting numbers from Amy and nothing really can happen until March at Town vote.

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

Selectman Fraser makes a motion to enter nonpublic session under (c). Selectman Leustek 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 7:30 pm.

Seventh order of business: Adjournment

The board reconvenes in public session at 8:20 pm.

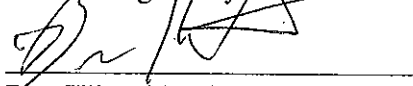
Selectman Fraser makes a motion to seal 1 set of "c" minutes. Selectman Stephens seconds the motion. The motion carries 5-0

Selectman Stephens makes a motion to adjourn at 8:24pm Selectman Leustek seconds the motion. The motion carries 5-0.

Minutes respectfully submitted:

Karey Miner, Administrator

Minutes signed by:



Ben Kilanski, Chairman

Karey Miner, Administrator