

DRAFT



Town of Winchester 1 Richmond Road Winchester, NH 03470

**MINUTES of the
BOARD OF SELECTMEN MEETING**

Wednesday
January 17, 2007

Board Members Present: Gustave Ruth (Chairman), Susan Newell, Gerald Hastings, Sherman Tedford and Theodore Whippie. Also present: Town manager John Stetser, secretary Roberta Fraser
The meeting was called to order at 7:00 pm

1st Order of Business: Acceptance of minutes of January 10, 2007

Sue makes a *motion* to approve the minutes of January 10, 2007

Ted seconds it

Motion carries

2nd Order of Business: Announcements

John announces that a representative from Comcast will be at the Board of Selectmen's meeting on Feb. 7 to answer any questions the board may have.

3rd Order of Business: Open to the Floor

None at this time

4th Order of Business: Town Manager's report

- < John informs the board that the Emergency Facilities Assessment Advisory Committee met on Tuesday and there are recommendations for appointees for the board to approve in the office documents folder
- < The DES has awarded funding to the LAC to update the Ashuelot River management plan. Jim Amman and John are both on the Ashuelot River Advisory committee
- < The town has received a certificate of substantial completion from Hoyle, Tanner & Associates in regards to the completion of the bridge over Verry Brook. John has contacted Tammy Vaillencourt and requested FEMA to come and do the inspection as soon as possible
- < Gary Puffer has a monthly report and John reads a paragraph from it where Gary is requesting payment be made to Ellis Engineering for work performed
- < The sewer department submitted a monthly report (see attached)
- < John reads a letter from Bayview Construction Corp commending the town and John Gomarlo with the way the Verry Brook bridge project was handled

5th Order of Business: Old Business

John reads the name of the emergency facilities advisory committee appointees for the board to appoint. Ted informs John that his name is not listed as a nominee, even though he is the selectmen's representative. John adds his name and Sue makes a *motion* to appoint the nominees as committee members, including Ted Whippie. Jerry seconds it. *Motion carries.*

Sue asks John about the sewer pump that was to be ordered for the wastewater treatment plant. At the Dec. 20 meeting representatives from Tata & Howard presented their twenty-year plan for upgrades to the wastewater treatment plant. Included in that plan are upgrades in the next 1-2 years that will exceed the capacity of the new pump that was approved to be ordered. Paul Sirois did not think that the pump that has been approved would be the correct one to fit into the 1-2 year plan. At that point the board put a hold on ordering the pump and asked John to get together with Tata & Howard and get a written report ready for the next meeting on what they recommended for a pump. Sue asks John if that ever happened and if he has a report to give to the board. John informs the board that he did meet with Tata & Howard and they are now saying that the pump that was going to be ordered is okay and will fit into the plan. The board has some more questions for John regarding the pump and Tata & Howard's recommendation and then Sue makes a *motion* to have John request a letter from Tata & Howard regarding the pump. Sherm seconds it. *Motion carries*

Sue asks John if the code enforcer has given a written report in regards to what his recommendation is in regards to the junkyard permit application for Bechard and he lets her know that he asked Leroy to come to the meeting tonight to discuss it or at least give a written report and he has not done either one.

Sue asks John about the sign at Verry Brook bridge stating that it is one lane only and a maximum of 600 pounds and he lets her know that sign will be removed and there is no weight limit.

Sue asks John when the board will receive the auditor's report and lets her know he asked them today and it will be received in about a week or so.

Gus informs the board that a forensic audit needs to be performed in the tax collector's office because Marge and Joyce are both leaving employment in March. The board discusses what needs to be done and what kind of audit should be performed and who should initiate the audit and then decide to discuss this at the next meeting.

6th Order of Business: New Business

The trustees of the trust fund has a position open due to Neil Mackay resigning and Ken Berthiaume is at the meeting asking the board to appoint Royce Pelkey to fill the position until the March elections. Sue makes a *motion* to appoint Royce Pelkey to fill Neil Mackay's term as trustee of the trust funds until March. Ted seconds it. *Motion carries*.

Fire truck purchase discussion:

Fire chief Barry Kellom is at the meeting to discuss a new fire truck for the fire department. Chief Kellom introduces a sales representative from Bulldog Fire Apparatus Company, Michael Hastings.

Mr. Hastings addresses the board and informs them as to what the price of a new pumper tanker truck will cost and gives them the details as to what a new truck should be equipped with to comply with the NFPA safety standards.

Mr. Hastings lets the board know that it takes nine months for a truck to be delivered once it is ordered. If the town waits another year to order the truck, the cost will be at least \$10,000.00 more. The town can currently purchase the truck for just under \$320,000.00. Mr. Hastings answers any questions that the board may have regarding the truck and what features the truck will have. The board then discusses the possible ways the truck can be purchased in the coming fiscal year. The board has submitted a warrant article in the amount of \$75,000.00 to be put into a capital reserve fund for the purchase of the truck. Sherm asks Mr. Hastings if the whole truck has to be purchased at once or can it be broken down in separate parts each year and equipped in concurrent years and Mr. Hastings lets him know he has never seen it done that way before but he will find out the information regarding that option.

After Mr. Hastings is finished with his presentation, Chief Kellom addresses the board. On December 20th Chief Kellom was at the selectmen's meeting when the board voted to place a warrant on the ballot that asked for \$330,000.00 for the fire truck and to have it paid as a lease/ purchase over five years. Chief Kellom was asked to get bids on the new truck and was told that it was no hurry, as the dollar amount was established and that is what was needed for the warrant article. Chief Kellom is asking what happened from December 20 until now and why was the warrant article changed? Gus lets him know that the budget committee wouldn't recommend the article and the Board of Selectmen changed it because they wanted something to go towards the fire truck and there was a good chance that the original warrant would not pass if the budget committee does not support it. Chief Kellom does not agree with that and feels that it should go on the ballot and the people have a right to decide. Sue explains to Chief Kellom that it was difficult for the board to make any decisions regarding the truck because not enough information was received. Deb Freeman addresses the board on behalf of the budget committee and lets Chief Kellom know that there wasn't anyone at the budget committee meeting to tell the committee why the truck was needed or to give any information about it, therefore the committee couldn't vote to support it, not that they didn't think it may be needed. Chief Kellom apologizes for not getting the information in a timely manner, but he was not told what needs to be done and when and since he is a new chief, he would like a little guidance from someone. Sherm and Chief Kellom debate the procedure and what should have been done when and who is at fault for the lack of communication. After a few further questions Chief Kellom leaves the meeting.

Paula Clemente, Department of Revenue Representative, addresses the board and discusses the current elderly exemption limits that the town has. It has been ten years since the town has addressed the income or asset limitations for the elderly exemptions. Last year a petition warrant article erroneously decreased the amount a married couple could make annually from \$30,000.00 to \$25,000.00. The town has not kept up with the cost of living raises and the board should propose a warrant article to do so. There are currently four elderly citizens that would not receive the elderly exemption any longer if the limit were not raised. Sue has mixed feelings about the elderly exemption, she doesn't necessarily support one group of people receiving an exemption over another, there may be poor people who are not elderly and cannot benefit from the exemption, but she also would never want to put anyone out of their home. Sue makes a ***motion*** to compose a policy warrant article to increase the limit for single elderly to \$16,000.00 and married limit to \$30,000.00 and to keep the asset limit at \$30,000.00. Jerry seconds it. ***Motion carries***

7th Order of Business: Open to the Floor

Ken Berthiame addresses the board with some observations and questions:

- < He would like to see a larger pump at the sewer plant
- < A citizen complained to him about a property on Main Street and he would like to know how long it takes before the town finally forces someone to take action?
- < Ken has heard there is a new junkyard trying to open for business in town and he is opposed to that
- < He has heard rumors that there is adult entertainment being offered without the proper permit at an established business in town and he would like the board to investigate that claim and to perhaps endorse an ordinance that restricts adult entertainment in town, if there isn't already such an ordinance.

Sue answers some of his questions and lets him know that the board does not have authority over code enforcement and as far as a new junkyard, there hasn't been a site plan review brought to the planning board and Sherm lets him know that it isn't a new junkyard wanting a permit, it is Bechard's in Ashuleot and Mrs. Bechard is trying to renew it

since her husband died. Sherm doesn't know of any town ordinance restricting adult entertainment.

Chris Thompson addresses the board and asks them to consider drafting a policy regarding how department heads request items they would like to purchase and create a submission form that spell out the procedures.

He also informs the board that they have the authority to abate the taxes for the elderly affected this year.

Warrant article discussion:

Gus discusses proposed warrant articles for the board to consider:

The developer that owns Ashten Rue would like the town to take the road as a class five road. Sue makes a ***motion*** to take no action on the Ashten Rue request. Jerry seconds it. ***Motion carries.***

Gus proposes to the board a policy of "pay as you throw" at the landfill. That would mean that instead of a permit purchased every year to use the landfill, everyone would have to purchase bags at a certain amount for each bag to use the landfill. The board would like more information regarding the program and Sherm makes a ***motion*** to table it. Sue seconds it. ***Motion carries.***

Sherm would like to discuss the properties the town has deeded in lieu of taxes. He has researched some of them and would like the town to sell them to get it back on the tax roll.

Sherm makes a ***motion*** to sell town owned property Map 1 Lot 66 by sealed bid

Sue seconds it

Motion carries

Sherm makes a ***motion*** to sell Map 15 Lot 48 by sealed bid

Sue seconds it

Discussion: Gus is opposed to the sale because he doesn't believe it is big enough to be a building lot, to which Sherm and Sue disagree. Sue asks for amendment that the abutters be notified directly of the sales of the properties and Sherm accepts the amendment.

Motion carries with Gus voting No.

Sherm makes a ***motion*** to sell Map 19 Lot 43, taken by the town in 1996, by sealed bid

Sue seconds it

Motion carries with Gus voting No

Sherm makes a ***motion*** to sell Map 25 Lot 17 by sealed bid

Jerry seconds it

Motion carries with Gus voting No

Chris Thompson addresses the board and lets them know he is opposed to the board selling these parcels by sealed bid and he would rather see it go by auction or have a realtor sell them so the town gets as much money as possible for them.

Jerry would like to know when the board will meet to discuss the town manager's review, and then Jerry makes a ***motion*** for the chairman to schedule a non-public meeting for the town manager's review. Sue seconds it. ***Motion carries.***

8th Order of Business: Office Documents

Sherm makes a ***motion*** to approve the abatement for settlement of the BTLA case for M 31 L 4

Jerry seconds it

Motion carries

Sherm makes a ***motion*** to approve the abatement for BTLA case for M 35 L 19-1

Jerry seconds it

Motion carries

Jerry makes a ***motion*** to approve the abatement of property taxes in the amount of \$100.00 for M 1 L 20-17

Sherm seconds it

Motion carries

Jerry makes a ***motion*** to approve the veteran's tax credit for John Hann

Ted seconds it

Motion carries

There is a request to the trustees of trust to transfer \$30,000.00 from water capital reserve fund to pay Ellis Engineering

Sue makes a ***motion*** to transfer \$30,000.00 from the water capital reserve fund to be made payable to Ellis Engineering

Jerry seconds it

Motion carries

Sherm makes a ***motion*** to transfer \$25,000.00 from the sewer enterprise fund to the sewer capital reserve fund

Jerry seconds it

Motion carries with Sue voting No

Sue makes a ***motion*** to take a 5-minute break and then enter a non- public session per RSA 91-A: 3 II (c)

Ted seconds it

Roll call vote:

Ted Whippie: Aye

Sherman Tedford: Aye

Gustave Ruth: Aye

Gerald Hastings: Aye

Susan Newell: Aye

Non-Public is entered at 9:15 pm

Public session is reconvened at 9:34 pm

Gus announces that the minutes have been sealed

9th Order of Business: Adjournment

Sherm makes a ***motion*** to adjourn

Jerry seconds it

Motion carries unanimously

Meeting is adjourned at 9:35 pm

January 17, 2007 BOS Minutes approved by:

Gustave Ruth, Chairman

Date Signed:

Gerald Hastings, Selectman

Susan Newell, Selectman

Sherman Tedford, Selectman

Theodore Whippie, Selectman

R. Fraser 01/22/07