

BOARD OF SELECTMEN MEETING
SEPTEMBER 6, 2016

PRESENT: Becky Doyle, Chairman, David Lage, Tim Johnson, Joanne Meshna

The meeting was called to order at 6:00 p.m. at the Town Office.

R&D Paving: A supplemental proposal from R&D Paving, Inc. for the additional roads to be paved was received. Selectman Lage stated Director Goewey has done the calculations for all the roads to be done. To keep within the budget, Academy, King, Manley, Joy and Old Country Roads will have a two inch binder and one inch top. Binding of all the roads will be done this week, the paving company will be gone for two weeks, and then come back to do the top coat. In the meantime Director Goewey will measure the actual quantity of what has been installed and based on the results may go back to a two inch top. Selectman Doyle stated she had received some complaints about the flagmen working with R&D Paving and the traffic flow and she will speak to Director Goewey.

Matt Oliveira: The Board received an email from Mr. Oliveira asking if they intend to include the solar tax warrant article exemption the Assessors recommended on this year's ballot and if they intend to endorse it. He also asked that the Board vote on this at their next meeting. The Board stated they need to study the issue and make an informed decision. The issue will be discussed at a later date.

Stearns Burton Committee: Mary Fortier sent a letter to the Board volunteering to serve on the Stearns Burton Committee.

Minutes: Selectman Johnson made a motion to approve the minutes of the August 16, 2016 meeting. Selectman Lage seconded the motion and it passed unanimously.

Primex: The Primex CAP agreement was discussed. Selectmen Lage and Johnson could not see any advantage in signing onto a maximum cap. Selectman Doyle noted it is a guarantee that the Town will not exceed their maximum percentage. The Board decided not to sign the CAP agreement

USA Properties, Inc.: According to road documents on Stowell Road, the road is a Class V road. Joanne will provide USA with copies of the documents and ask for documents they may have that state it is a Class VI road.

Fire Chief Hiring Committee: Selectman Lage made a motion to appoint Jason Rodenhiser and Tom Humphrey as public members, and Wendy Leger and Eric Maxwell as representatives from the Fire Department, to the Fire Chief Hiring Committee. Selectman Johnson stated he would prefer the representatives from the Fire Department to be Wendy Leger and Jim Feldhusen. Selectman Doyle seconded the motion and it passed with two in favor and one abstention. Selectmen Johnson agreed to be the Selectman liaison. The first item of business will be to approve a job description for the Fire Chief. The position will then be advertised, candidates will be interviewed, and a recommendation will then be made to the Selectmen.

Heritage Commission: Selectman Doyle made a motion to appoint Mark Hopkins, Jim Coffey, Stanford Long and Fran Atchison to the Heritage Commission. Selectman Johnson seconded the motion and it passed unanimously. Selectman Doyle will be the liaison to the Commission.

Selectmen/Budget Committee meetings: Joanne will send the Budget Committee an email inquiring if they would like to conduct the budget process as was done last year with both boards meeting together with Department Heads.

Reports: Selectman Johnson reported he had spoken to Chief Carpenter and he will be coming before the Board with a candidate for the police officer position this month. The old cruiser was sold for \$750.

The trash at 188 Greenville Road is still overflowing in the dumpster. Selectman Lage asked that the letter from the Health Officer that was not deliverable by mail be served by the Police Department.

Selectman Lage noted with the TAP application the minimum amount of the grant was \$400,000. He recalculated the figures and the application was submitted at \$407,000. The electrical lines may need to be relocated to meet 5' sidewalk width.

Selectmen goals: Selectman Doyle stated she would like to see the Old Town Hall renovated to the point where it could be used by the public for meetings, Girl Scouts, Boy Scouts, speakers, by the Parks and Recreation Department for signups, etc. Having the Heritage Commission will increase the chances of grant approvals. The building is on the Historic Register so someone with knowledge of what can be done to the building will need to be consulted. Selectman Doyle added a plan needs to be developed of what repairs need to be made. Selectman Johnson noted there are security issues with the building that need immediate attention.

Selectman Doyle further stated she would like to see a pavilion at the Parks and Recreation field for community events. Director Buxton is working on drawings. Funding could come from the revolving fund as well as fundraising.

Selectman Johnson stated he would like to see completion of the three phase changed to single phase at the Fire Department. Cost has not yet been determined. Selectman Doyle inquired about the savings with the conversion.

7:05: ten minute break

Goals (continued): Selectman Johnson stated he would like to see a dog park at Memorial Field. He also would like to have the 1927 Wachusett fire truck restored. Selectman Johnson stated he would like to improve Memorial Day by having festivities and fireworks.

Selectman Lage stated he would like to see community engaging events in Town. Also, he would like to see a plan for maintenance of Town facilities. Further he stated he would like to continue with the road improvement plan. Also, working with the Planning Board, he would like to see what could be done to attract businesses to Town.

Fire Chief Meredith Lund: The Board met with Chief Lund to discuss the process for determining the stipend amounts paid to firefighters. She submitted a list of stipend rates and the percentage determination for the stipends.

Chief Lund explained how the stipends were determined based on amount of calls, trainings, meetings and special details. If someone attends 60% of the meetings, 70% of the trainings and goes on 35% of the calls, they would receive 100% of their stipend. Selectman Doyle referred to a firefighter who received 100% of their stipend for going on 23% of the calls, and attending 83% of the business meetings and 88% of the trainings. Chief Lund explained the percentage determinations are guidelines. If someone does more meetings and trainings but does not go on as many calls, they balance it out so they receive 100% of their stipend.

Selectman Lage noted on the percentage determination special details is listed while on the stipend sheet itself, it is not listed. Chief Lund replied special details are extra things individuals might have done above and beyond what is required. These things are always documented and noted on the stipend sheets. Selectman Doyle suggested calculating the stipends on a weighted average. Chief Lund stated they could take a look at the process to make sure it is done as fairly as possible and if there is an easier way. Selectman Johnson noted he would like to see everyone get compensated and Chief Lund stated she was willing to look at that.

It was noted EMTs are not included on the rate schedule and Chief Lund will look into that.

Selectman Lage noted the Selectmen will be reviewing all stipends and when they are paid with the idea of all stipends being paid at the same time. The Fire Department receives their stipends twice a year on June 1 and December 1.

Chief Lund distributed copies of job descriptions for Fire Chief and Fire Inspector.

Chief Lund stated she had spoken to the Department and anything that needs to go to the Selectmen or other Department Heads will go through her. Selectman Lage will speak with Director Goewey on changing the electrical panel.

Ron Stanley: Ron and Jim Davis from Jaffrey Computer met with the Board to discuss the video equipment and suggestions for upgrading. Mr. Davis stated the cameras should be replaced to provide a better video. The switcher needs to be upgraded. Mr. Davis suggested replacement of all the fluorescent bulbs in the room. He recommended four microphones pointed directly at each person at the table and one guest microphone perhaps on a podium. Wireless microphones are another option. Mr. Davis stated the video mixer has to be able to receive HD and he will check on what video card we have now. Mr. Davis will provide a cost breakdown once he has researched the video card. His estimate at this time was \$7,000 to \$10,000. A portable camera would cost approximately \$2,000.

CIP: Selectman Doyle reported she, Bert Hamill and Deidre Daly had met with the Fire Chief to identify their basic needs and maintenance needs. The Fire Department's biggest issue is the exhaust system which will cost about \$60,000 and they are looking at a grant. The CIP subcommittee is looking at

maintenance tracking and planning. Bert and Deidre are working on a proposal for the Planning Board to consider the CIP plan a separate committee which includes Planning Board members and various other groups. Selectman Doyle further stated the warrant article for capital reserve need to be adjusted to reflect the CIP. Not enough money is being put into the capital reserve accounts. Warrant articles may need to be reviewed to see if the wording needs changing or expanding.

Goal continued: Selectman Johnson stated he would like to see corners in Town dedicated to deceased Town veterans. Selectman Doyle suggested a warrant article for a memorial may be another way to go.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,
Joanne Meshna, Town Administrator

September 6, 2016 Board of Selectmen minutes approved by:

Rebecca M. Doyle, Chairman

David S. Lage

Timothy Johnson II