

**BOARD OF SELECTMEN
TOWN OF MADISON
November 26, 2024
MINUTES**

Selectmen Present – John Arruda; Adam Price, Joy Gray

Selectmen Excused – John Arruda

Others Present –Town Administrator Linda Shackford; Chief Jim Hayford; Officer Tessa Llewellyn; Town Clerk/Tax Collector/EMD/Fire Chief Michael Brooks; Librarian Sloane Jarell; Videographer Kasia Scontsas; members of the public

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on December 27, 2023.

Meeting Called to Order – By Price at 4:30 pm.

Pledge of Allegiance: Price led those in attendance in reciting the Pledge.

APPROVAL OF MINUTES:

Gray asked for the approval of the November 12, 2024 to be postponed to the next meeting. Gray would like to add things to the minutes. The Board agreed to postpone.

APPROVAL OF MANIFEST:

Motion by Arruda, seconded by Gray to approve the Manifest of November 25-29, 2024 in the amount of \$400,704.90. The manifest breakdown is as follows: \$31,813.75 for accounts payable; \$33,208.59 for payroll; \$10,682.56 for payroll liabilities; and \$325,000 for Madison Schools. The motion passed **3-0**.

PUBLIC COMMENTS:

Sharon Schilling of 537 Bickford Rd asked for the Board’s permission to purchase 40’ of metal chain for the Veterans Monument at a cost of \$154.00. It would be installed in the spring and be expended from the veteran’s monument line of the budget. Schilling stated she purchased a wreath for the veteran’s monument that she would like to turn over to the DPW or Town Hall for installation. There was no objection from the Board on either topic.

Schilling submitted a DD-214 for a new name to add to the monument. Shackford accepted the paperwork.

Donna Veilleux asked why NH DES has not deemed the Town Hall water supply a public water supply. Gray will look into that.

DISCUSSION ITEMS/NEW BUSINESS:

Swearing in of Officer Tessa Llewellyn – Chief Hayford introduced Officer Llewellyn remarking on her specialties, the high praise she received throughout the county and that she will be a compliment to the department.

Town Clerk Brooks swore Officer Llewellyn in as a full-time officer with her daughter pinning her badge to her uniform. Those in attendance offered a round of applause.

Silver Lake Watershed Management Plan Opportunity-Scarborough, Lord and Kramer – SLAM members Dave Scarborough, Bill Lord and Ted Kramer were before the Board. Scarborough explained that they have received support of both the Conservation Commission and Advisory Budget Committee on this proposal for a management plan.

There has been an approval for a NH DES \$100,000 loan to have a Watershed Management Plan created with a vote of Town Meeting needed in the form of a warrant article. This project would enlist a steering committee and is expected to take place the summer of 2025. Once the plan is presented to DES the loan principal will be forgiven with only the 1% interest charged. SLAM has committed to pay the interest charge and offers the creation of an escrow account with funds to pay the interest; there will be no cost to the Town.

Arruda asked if there will be any money fronted by the Town. Scarborough assured the Board that a net 60 on invoices will ensure that the Town receives the money before having to pay out.

The Board was in agreement to offer their support of the project.

The steering committee make-up was discussed with Price envisioning members of the Selectboard, DPW, MCC and Planning Board on the committee, but it not be a committee appointed by the Selectboard. This would be created after Town Meeting.

Motion by Price, seconded by Gray to add the Silver Lake Watershed Management Plan funding opportunity to the warrant with wording to be reviewed by DRA. The motion passed **3-0**.

DOT Route 16 Rumble Strip Project – Correspondence was received asking if the Town is interested in being involved in the rumble strip project on Route 16. The Board would consider being involved with Price asking Shackford to reach out and see if any meetings have been scheduled yet.

Review of Draft 2025 Warrant – The Board reviewed the draft warrant with comments listed below:

- Road Improvement Article: Consideration of raising the appropriation to \$500,000 in an effort to work on roads that are considered in bad condition. The Board asked that DPW Director Shackford attend the next meeting to discuss.
- Police Cruiser: Chief Hayford offered a number of \$63,000 for the cruiser and outfitting; Arruda stated he personally would like to see the cruiser be white.
- Library ADA Entrance: Librarian Jarell estimates the project to be in the realm of \$17,000.
- Trustee Bookkeeper stipend: The Board decided to enter \$2,500 as an annual stipend amount.
- Highway Heavy Equipment ETF: The Board decided to enter \$20,000.
- Transfer Station Capital Projects ETF: The Board decided to enter \$15,000.
- Assessing Expendable ETF: The Board decided to enter \$25,000 in anticipation of the 2030 revaluation.
- Historical Society Building Improvement ETF: The Board decided to enter \$10,000.

- Silver Lake Dam Improvement ETF: Based upon estimates for moving forward with improvements to the dam, the Board decided to enter \$166,000. Gray expects that there will be grant funding available.
- Ground Water Remediation ETF: Based upon the recent results of well testing for PFAS, the Board decided to enter \$100,000.
- Conservation CRF: The annual amount requested by the Conservation Commission of \$5,000 was supported by the Board.
- Forest Maintenance Account: The Conservation Commission will have a number after their meeting this Thursday.
- The watershed plan warrant article will be added as per discussion earlier in the meeting.

Review of Draft 2025 Draft Budget – A cursory review was made by the Board. Price does not see a lot of fat to cut as much as he would like to.

- Shackford asked for clarification of when the librarian would begin full-time status for budgeting of the personnel administration line. The Board agreed it would begin as of the first of the year;
- Gray noted a doubling in the building inspector line for maintenance of the code car and questioned if we should be looking into a replacement;
- The executive line for selectboard stipends was increased taking into consideration \$7,000 stipends for five selectmen next year;
- Shackford explained that she moved the office assistant line from Executive to General Government with the reasoning that Gray's idea of a floater to help in Town Hall would be for several departments, not just Executive;
- ZBA's budget went down from last year, noted Schilling, because outside of STRs there shouldn't be any legal expenses.

This budget in an overall increase of 3.3% from 2024 in the amount of \$112,103. The review at the next meeting will include the summary page.

Advisory Budget Committee Recommendations – Sharon Schilling presented to the Board recommendation on three topics:

- Watershed Plan: The ABC recommends an article be put on the warrant;
- 2025 Budget: The ABC wants to see an effort by the Selectmen and department heads to level fund the budget if a 2-3% decrease cannot be made;
- Employee Contribution to Health Insurance: Schilling cited reasons the ABC recommends that the employees' premium contribution should increase from 5% to 10% next year. Schilling noted that the recommendation was made by the two voting members at the meeting, and by speaking with member Dame after the meeting who agreed with the increase. Price asked for that information to be sent to him, as he does not want to make that decision tonight.

Draft CIP Review – Gray gave a brief overview of the draft CIP documents beginning with the detailed sheet. It was decided to distribute the draft to the department heads asking them to add, update or delete items. This will be back on the agenda for December 23rd.

OLD BUSINESS:

Health Insurance Agreement – The agreement has not yet been received, Shackford asked if the Board would be willing to sign it out of session to meet the deadline.

Motion by Price, seconded by Gray to sign the new Health Insurance Rate Agreement out of session. The motion passed **3-0**.

2025 Avitar Assessing Revaluation Contract – Avitar reviewed the proposed adjustments made by Town Counsel and incorporated them all into the revision. The question of requiring a bond was posed to Town Counsel and the advice was that Avitar Associates are a well-established company and it shouldn't be a concern.

Motion by Price, seconded by Gray to sign the 2025 Revaluation contract with Avitar Associates. The motion passed **3-0**.

Forest Maintenance Account Funds – The invoice for trees removed on the Town Forest from during the summer was brought up for discussion. It was a thought that if the Conservation Commission did not spend all of their \$10,000 put aside for forest maintenance that they may be willing to take care of the bill. The question will be posed to the Conservation Commission by Gray at their meeting on Thursday.

Selectman Gray's List – No items

Selectman Arruda's List – No items

Selectman Price's List – For Rec Director O'Donnell – basketball is starting in December with games beginning in January. There are new things coming around and bringing back the trivia and dance nights. Gray added that the festival of light event is being done again this year.

Administrator's List – No items

Department Heads' Lists:

Tax Collector/Town Clerk/ Fire Chief Brooks – Engine 1 needs transmission work that is estimated at \$8,400. And,

- The tanker has a crack in the pump manifold. To replace the pump in kind would be about \$9,500 versus doing a future planned project now that would upgrade the pump for \$25,000. Brooks is getting more information and will share soon; Gray added that Joe Dame has found grant money for new fire trucks;
- The fire department personnel would like to have the ability to assist with a cardiac monitor which is not feasible since the sale of the ambulance. The cost would be \$40,000 which could possibly come from the operating budget or a warrant article;
- The Fire Department is over last year's number by 24 calls;
- The 2024 P02 tax collection is at 16.33% while the 2024 overall is at 60.38%.

NH Department of Environmental Grant Agreement – Michael Brooks explained that grant funds are available from NH DES to assist in the funding of the PFAS water contamination. There are \$66,752.00 left in the fund for 2024. Brooks suggested that the funds could be used to cover the POU filtration systems that are required to be installed. There are state recommended vendors that are contracted at a less expensive rate than going out with an RFP.

Motion by Arruda, seconded by Gray to accept and have Chairman Price sign the NH Department of Environmental Services Grant Agreement Account #03-44-44-444010-8873-073 for the amount of \$66,752.00 for use in PFAS remediation. The motion passed **3-0**.

Chief Hayford – The grant for over-time holiday patrols was approved by the State.

Gray for the Budget Committee – Asked that a plan, similar to the paved road list reviewed by the ABC, be created that includes gravel roads and that both plans be submitted to the Selectboard.

SIGNATURE ITEMS:

Manifest

Payroll & Accounts Payable Checks

Abatement: Gillis \$500

Grant \$102.17

Intent to Cut: Allen 234-018

Ferreira/Carlson 246-010 & 251-015

Notices of Lien Release: 228-061 09/06/1995, 07/16/1996 and 07/14/1997 \$14,357.47

2024 Municipal Assessment Date Certificate

Motion by Price, seconded by Arruda to enter **Non-Public Session per RSA 91-A:3II (I)**

Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present and

Non-Public Session per RSA 91-A:3II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

Roll Call Vote: Gray – aye; Arruda – aye; Price – aye

7:50 PM Motion by Arruda, seconded by Gray to return to public session and:

Not seal **Non-Public Session per RSA 91-A:3II (I)** Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present;

Seal **Non-Public Session per RSA 91-A:3II (c)** Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant; and

Not seal **Non-Public Session per RSA 91-A:3II (c)** Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

NEXT SELECTMEN’S MEETING – The next Selectmen’s Meeting is scheduled for December 10, 2024 commencing at 4:30 pm at Town Hall.

Respectfully Submitted,

Linda Shackford,
Town Administrator