

**BOARD OF SELECTMEN  
TOWN OF MADISON  
December 10, 2024  
MINUTES**

**Selectmen Present** – John Arruda; Adam Price, Joy Gray

**Others Present** –Town Administrator Linda Shackford; Town Clerk/Tax Collector/EMD/Fire Chief Michael Brooks; DPW Director Josh Shackford; Code Officer Bob Boyd; Videographer Aysia Wellinghurst; 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.

**Motion** by Gray, seconded by Arruda to approve the minutes of the November 26, 2024 meeting as written. The motion passed **3-0**.

**Motion** by Gray, seconded by Arruda to approve the minutes of the November 26, 2024 non-public session as written. The motion passed **3-0**.

**Motion** by Gray, seconded by Arruda to approve the minutes of the November 26, 2024 non-public session as written. The motion passed **3-0**.

**APPROVAL OF MANIFEST:**

**Motion** by Arruda, seconded by Gray to approve the Manifest of December 9-16, 2024 in the amount of \$1,299,795.86. The manifest breakdown is as follows: \$918,940.77 for accounts payable; \$42,413.45 for payroll; \$13,441.64 for payroll liabilities; and \$325,000 for Madison Schools. The motion passed **3-0**.

**PUBLIC COMMENTS:**

Donna Veilleux asked if any information about the Town Hall well regarding it being a public water supply or private had been obtained. Gray stated that the well is on the cusp; she will be reaching out to a contact at DES.

**DISCUSSION ITEMS/NEW BUSINESS:**

**Discussion of 2025 Draft Budget/Warrant** – Arruda began by noting that the bulk of the 2025 costs are in the warrant articles; there is little in the operating budget short of laying off personnel.

Gray brought to the Board discussion from the Conservation Commission regarding the budget and warrant articles. The commission would like to:

- remove the scholarship line from their operating budget and put it as a warrant article;

- remove the \$3,000 from the operating budget for legal review of the Crowe property easement. Arruda suggested using the Legal: Town Counsel line and use the Town Attorney;
- remove the request for a \$5,000 addition to the Conservation CRF.

Gray brought to the Board discussion from the Advisory Budget Committee. The ABC would like to:

- have a written explanation of how the Fire Department's point system works;
- have an explanation of the changes to the Police Department budget. Shackford stated that Chief Hayford wrote up a long explanation that is in the Selectmen's correspondence;
- make a recommendation to consider employee reviews being done in December and January with raises going into effect April 1<sup>st</sup>;
- have the Selectmen commit to a flat line budget, cuts need to be made somewhere. Price asked if the ABC recommended cuts in personnel with Gray responding no.

*Master Plan Warrant Article* - The warrant article requested of the Planning Board for \$100,000 for updating of the Master Plan was discussed. Arruda remembered it was done in house ten years ago. Price stated it was the consensus of the Planning Board that they do not have the time to complete such a task and therefore they wanted to see if Town Meeting thought it should be done. Gray would rather see about some grant options before putting it on the warrant. It was agreed by the Board to remove the Master Plan article from the 2025 warrant.

*Road Maintenance Warrant Article* - DPW Director Shackford was present for discussion of the road improvement article. J. Shackford estimates that if we did all the improvements slated for red-lined roads this coming year, including the topcoat on Mooney Hill Rd, it would be about \$486,000. Town Line, Forest Pines and Jones Hill Roads are really bad in Joe Dame's opinion because road work had been deferred for years.

Arruda brought up an idea of catching up all the red and yellow roads with a 10-year bond. Shackford noted that there would still be money needed in the annual budget for the continued maintenance listing Deer Drive, Carved in Bark and portions of East Madison Rd as needing attention too.

Gray would like to see the road list updated; and asked if there is a similar list for gravel roads. Shackford responded no because those improvements are done by DPW in regular maintenance.

Arruda suggested sliding the topcoat on Mooney Hill Road to 2026 and bringing the road maintenance warrant article down to \$400,000 from \$500,000. The Board was in agreement with that change.

*Silver Lake Dam Warrant Article* – The future repairs estimated to be millions of dollars was discussed. Shackford had met with the State's dam inspector and the inspector has seen worse. Gray would like to see Shawn Bergeron and SLAM work together as not to duplicate funding efforts.

**Wilcox & Barton Invoice Payment** – An invoice for \$9,931.50 related to well testing for PFAS has been received. It was decided to use ARPA funds to pay for it and another invoice anticipated to be about \$5,000.

**Motion** by Price, seconded by Arruda to pay the Wilcox & Barton invoice in the amount of \$9,931.50 with ARPA funds. The motion passed **3-0**.

**ARPA Fund Obligation/Dame with ARPA Fund Use Request** – The ARPA grant funds have a deadline of use or obligation by the end of 2024. Dame approached the Board with a request for ARPA grant funds to assist in the completion of the Madison Food Pantry. Dame gave statistics on the increase in numbers of patrons and the fact that the non-ADA compliant pantry has outgrown the space at the church. Dame made a request for \$5,000. Price and Arruda were in favor so long as that is an approved use for the funds.

Price noted that a need for a new pump on a fire truck is an eligible expenditure with Brooks stating a verbal estimate of \$25,000 has been received.

**Motion** by Price, seconded by Arruda to spend \$5,000 of remaining ARPA funds on the new Madison Food Pantry as long as that is a legal use of the funds. The motion passed **3-0**.

Price asked that Brooks obtain a written quote for the improvements to the fire truck pump so the remaining ARPA funds can be committed before the end of 2024.

**2025 Household Hazardous Waste Collection Commitment** – The Board agreed to commit \$2,500 for the 2025 Hazardous Waste Day.

**Motion** by Gray, seconded by Arruda to commit \$2,500 to the Conway Hazardous Waste Day in September of 2025 with Price signing the letter of commitment. The motion passed **3-0**.

**Elementary School Playground Reimbursement Request** – The Board was in agreement to send SAU #13 a letter summarizing the amounts of materials and labor the DPW spent on the construction of the preschool playground approximately equaling \$5,300.

**Request for Relief of Late Tax Payment Interest** – The property owner of Map 134 Lot 022 wrote to the Board with a request for relief of \$19.58 in interest due to a late July payment because the payment was returned to the bank by the US postal service. The Board discussed the request finding that the late payment was not caused by anything that the Town had control over and that the Board has acted consistently over the years with these requests.

**Motion** by Price, seconded by Arruda to deny the request for relief of interest charges. The motion passed **3-0**.

**OLD BUSINESS:**

**Lead Mine Road Tree Removal Invoice** – Gray responded on behalf of the Conservation Commission saying that the commission is willing to assist with any remaining funds that could be available after obligated payments to Tim Nolin have been satisfied.

**Employee Contribution to Health Insurance** – An increase to the contribution that employees make to their health insurance and dental insurance was discussed. The ABC suggested that an increase from 5% to 10% be made. Arruda suggested an increase to 7% for 2025 with consideration of a 10% increase for 2026 on health insurance.

**Motion** by Arruda, seconded by Price to increase the employee’s contribution to health premiums to 7% beginning in 2025. The motion passed **3-0**.

Dental insurance is now covered for the employees at 100% with a similar recommendation from the ABC being made.

**Motion** by Gray, seconded by Arruda to increase the employee’s contribution to dental premiums to 7% beginning in 2025. The motion passed **3-0**.

L. Shackford will prepare the change to the Personnel Policy for signatures at the next meeting.

**Selectman Gray’s List** – Gray spoke to her conversation with Wilcox & Barton that water treatment systems for abutter wells that tested positive for PFAS can begin. There are five wells requiring systems so far. A DES ground water management permit will be needed and compliance with that permit will cost between \$50,000 and \$70,000 annually.

The Board discussed the process for getting the water treatment systems going feeling that the Purchasing Policy would slow the process and that this Board can override it. While awaiting funds from the DES grant and Town Meeting approvals, Gray suggested getting the two worst contaminated wells in progress. Price asked for a written estimate which Gray will have for the next meeting.

**Selectman Arruda’s List** – Arruda noted that the Transfer Station was fairly slow with revenues a little over last year at this time overall.

**Selectman Price’s List** – On behalf of Rec Director O’Donnell, Price said that basketball has begun with several students signed up. Gray added that the Festival of Lights is still open for registration.

**Administrator’s List** – Shackford mentioned that joint meeting of the School Board and Selectmen on December 16<sup>th</sup> at 5:30 and the Route 16 Rumble strip meeting on the 18<sup>th</sup>.

**Department Heads’ List:**

*Town Clerk/Tax Collector/Fire Chief Brooks* – Tax collection for 2024 P02 is looking good with the due date being December 19<sup>th</sup>. Brooks mentioned that a former Selectman, Sonny Graves, passed away over the weekend; Sonny did a lot for the Town over the years.

*Code Enforcement Officer Boyd* – Boyd is coming up on the issuance of 400 permits in 2024 while still dealing with several zoning complaints.

**SIGNATURE ITEMS**

Manifest

Payroll & Accounts Payable Checks

Abatements: Refund for overpayments: 112-010 \$9.00  
129-030 \$53.00  
000-00C \$1,807.00  
251-008 \$240.00  
116-067 \$106.00

HealthTrust 2025 Rate Plan

HealthTrust HRA Plan for 2025

HealthTrust HRA Plan for COBRA 2025  
Eastern Propane Certificate of State Use for Diesel  
COA to Obtain Accident Report

**6:02 pm Motion** by Price, seconded by Arruda to enter **Non-Public Session per RSA 91-A:3II (e)** Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.

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

**6:14pm PM Motion** by Gray, seconded by Price to return to public session and seal the minutes of **Non-Public Session per RSA 91-A:3II (e)** Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph, until the matter is rectified.

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

**NEXT SELECTMEN’S MEETING** – The next Selectmen’s Meeting is scheduled for Monday, December 23, 2024 commencing at 4:30 pm at Town Hall.

Respectfully Submitted,

Linda Shackford,  
Town Administrator