

**BOARD OF SELECTMEN
TOWN OF MADISON
December 23, 2024
MINUTES**

Selectmen Present – John Arruda; Adam Price; Joy Gray

Others Present –Town Administrator Linda Shackford; Police Chief Jim Hayford; 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 December 10, 2024 meeting with changes. The motion passed **3-0**.

APPROVAL OF MANIFEST:

Motion by Arruda, seconded by Gray to approve the Manifest of December 23-30, 2024 in the amount of \$704,981.91. The manifest breakdown is as follows: \$51,893.79 for accounts payable; \$43,793.36 for payroll; \$14,207.24 for payroll liabilities; \$379,329.00 for VDOE 2024 P02; \$15,758.52 for NHRS; and \$200,000 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 has compiled a list of wells on the property and is still working on the status.

Bill Dempster asked if the Board has any comment of the court's STR ruling. Price stated the Board has not consulted with legal counsel as of yet.

DISCUSSION ITEMS/NEW BUSINESS:

Member of VSC Regarding Veteran's Credit Warrant Article – There was no one present to speak to this agenda item. L. Shackford was asked to reschedule this for the January 7th meeting.

Bill Dempster Regarding 2024 Amendments to RSA 32:5 – Dempster has been looking at how to increase revenue for the Town, but has instead turned to looking into curbing expenses. Senate Bill 383 was effective October of 2024 as RSA 32:5-e which allows for Town Meeting to adopt a local tax cap by a 3/5 majority vote. Dempster explained how this is calculated and the impact it could have on the Town and school budgets.

Gray would like to see samples of how it could impact Madison's numbers. The Board was in favor of looking into the idea with Dempster and Gray both offering to do some further research on the subject.

DRAFT 2025 Budget and Warrant - L. Shackford noted some adjustments made which included:

- A reduction in the hazardous waste line of \$500 to coincide with the amount committed to Conway at the December 10th meeting;
- A requested reduction by MadTV of the equipment line of \$2,000; and
- A reduction in the General Government Equipment line of \$2,000 because one of the desktops to be replaced next year had to be done due to failure just recently.

During review and discussion, the following changes were made by the Board:

- Conservation Commission: Price suggested a reduction by \$665 which would eliminate the digitizing of property information and require the increase in water testing to be absorbed in the regular budget. Price and Arruda agreed with Gray recommending consulting with Kate Young before removing the \$500 budget line for Digitizing of MCC Properties, and consulting with MCC or any department before making cuts.
- General Government Buildings: A decrease of \$10,000 to the fuel line and a \$5,000 decrease in the town project line was agreed upon;
- Town Counsel: The Board agreed to reduce the line by \$2,000.
- Library: Price suggested reducing the PSNH line by \$1,500. It was agreed that the library would be asked to reduce their budget by \$1,500 in whichever line they see fit.

Arruda and Price feel that most of the expenses are in the warrant articles, not so much the operating budget.

Funding the Silver Lake Dam ETF: Price questioned if the study of the dam has to be this year with Arruda seeing a lack of urgency, not to say it doesn't need to be done but there may be some time. Gray wondered if part of the project couldn't be rolled into the \$100,000 watershed work proposed in another article. Price suggested adding \$66,000 to the ETF this year with the balance added in 2026. Arruda was in agreement noting it would be a good opportunity to open the conversation at Town Meeting. The Board agreed to change the Silver Lake Dam ETF article to be \$66,000 in 2025.

Funding the Transfer Station Capital Projects ETF: It was agreed to lower the amount of the article to \$10,000 for 2025.

2024 Encumbrances – Three expenses were brought up to be encumbered; re-tile of Town Hall first floor \$8,796.00, defibrillator for the fire department \$42,607.95 and the replacement of the pump on Tank 1 \$25,000.00.

There was discussion at the last meeting of committing the remainder of ARPA funds, \$16,499.33, towards the Tank 1 pump replacement. Chief Brooks is asking that \$25,000 be encumbered for the balance. It was also explained that the estimate for the work on Tank 1, \$48,225.00, is higher than expected because the estimate was given prior to the company seeing the truck.

Gray calculates that between the defibrillator and the pump it would overspend the fire department's line. Gray is fine with the encumbering the floor and defibrillator but does not

want to steal from the bottom line. Arruda explained that we over spend lines on a regular basis with this Board being responsible for the bottom line of the budget. Gray would rather see the ARPA commitment go towards the defibrillator which we have a hard estimate number on.

Motion by Price, seconded by Gray to use the balance of the ARPA funds, \$16,499.33, towards the defibrillator. The motion passed **3-0**.

Motion by Price, seconded by Arruda to encumber \$83,128.67:

- \$8,796.00 for Town Hall Flooring
- \$26,107.67 for Fire Department Defibrillator
- \$48,225.00 for Replacing the Pump on Tank 1

Gray stated she would rather see the Fire Department only use funds they have holding them accountable to their numbers; Gray does not like not like the idea of using the bottom idea.

The motion passed **2-1** with Gray against.

Rail Trail TAP Funds HB-1648-FNA – L. Shackford gave an overview of the meetings attended and the opportunity to afforded to Ossipee and Madison to apply for TAP grant funds. L. Shackford submitted a letter of interest on 12/20/24 which was the extended deadline date for the two towns. There is no commitment or obligation in submitting the letter of interest it simply keeps the opportunity open for now. A report is being written that will be submitted to the State as per HB 1648 to meet the January 2nd deadline.

CIP – Gray stated the only feedback received to date was from the Police Department regarding any department head suggestions for the draft CIP. A second request for feedback will be sent out.

OLD BUSINESS:

Personnel Policy Update: Dental Insurance Employee Contribution – The Board reviewed the personnel policy change and will sign the document with the signature items.

ARPA Funds: Wilcox & Barton Invoice \$5,934.70 – **Motion** by Price, seconded by Gray to pay Wilcox & Barton \$5,934.70 for invoice #15862 with ARPA funds. The motion passed **3-0**.

Selectman Gray's List – Gray requested to be supplied a laptop, with Microsoft Suite, to perform Town work that included spreadsheet creation for the CIP. The Board was in favor of the purchase. Gray also spoke to:

- A generic letter she drafted to be sent to the three homeowners who have not had their wells tested by Wilcox & Barton. Price asked to see a copy of the letter which Gray will send to L. Shackford for forwarding.

Selectman Arruda's List – The Transfer Station revenues are trending towards exceeding 2023 numbers.

Selectman Price's List – Price and Gray were able to attend a joint meeting with the School Board on December 16th. Some of the items left open for consideration included:

- Paving the school's back parking lot;
- Possible placement of a new school generator within building setbacks;

- Snow removal point of contacts;
- Thoughts of having the DPW haul the school trash.

Discussion ended with Arruda connecting with DPW about the paving, L. Shackford will look into an alternative to the hired dumpster for Town Hall and J. Shackford will be asked to obtain an estimate on paving the Transfer Station.

Administrator’s List – Shackford confirmed a question from the last ABC meeting regarding electronic participation for a meeting; there needs to be a quorum physically present throughout the meeting to have a member participating electronically. Shackford also spoke to:

- Will the Town be receiving a refund check from Butler Bus Co for the \$975.00 overpayment that Gray negotiated. Gray stated that the company will not refund us because of an outstanding \$500 due to them. Shackford stated all bill received in our office have been paid. Gray will do another reconciliation on the issue;
- The need to receive detailed information regarding Rec Dept revenues was again requested. Shackford explained the reason for the detail which is reviewed by the auditors. The detail would include the name of the payee and what they paid for. Price asked that this be sorted out by the end of the year.

Department Heads’ List:

Chief Hayford – All is going well and there is nothing to report. Gray said it is good to see patrols at Madison Corner and Price thanked Chief Hayford to having Officer Llewellyn’s present at the Elementary School.

SIGNATURE ITEMS:

Motion by Price, seconded by Arruda to sign the updated 2024 encumbrance sheet out of session. The motion passed with Price and Arruda voting in the affirm; Gray did not vote.

Manifest

Payroll & Accounts Payable Checks

Yield Tax: Coleman 202-008 \$3,994.81

Appointment of Rec Volunteer: John Flanigan

Request for Payment: VDOE - 2024 P02 \$379,329.00

Purchase Requisition: 2024-GGB-003 J&J Flooring \$8,976.00
2024-FIRE-001 Zoll Medical Corp \$42,607.95

Veteran Credit: Eldridge 121-007

Oath of Office: Ron Force, ABC Alternate

Price did not sign the Oath for Force citing that he felt Force undermined the ABC a couple of years ago.

6:29 pm Motion by Price, seconded by Gray to enter **Non-Public Session per RSA 91-A:3II**

(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

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

6:48 PM Motion by Gray, seconded by Price to return to public session and make public the minutes of **Non-Public Session per RSA 91-A:3II (a)** The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation

of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted..

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

NEXT SELECTMEN'S MEETING – The next Selectmen's Meeting is scheduled for January 7, 2025 commencing at 4:30 pm at Town Hall.

Respectfully Submitted,

Linda Shackford,
Town Administrator