

Selectmen's Meeting – September 6, 2006

Present were Selectmen Deborah J. Davis, Bruce L. Tatro and Nancy L. Carlson. Also present was Town Administrator Elizabeth A. Fox.

Chairman Davis called the meeting to order at 6:10 p.m.

Financial Matters. Selectmen reviewed and approved accounts payable and payroll manifests.

Cheshire County Jail Site Selection. Selectmen discussed feedback received from residents regarding the county proposal to consider a site within the town's industrial park for the county jail. Selectmen's continued opposition to the proposal and the need to encourage others to express their views to county officials was discussed. Plans to attend the county delegation meeting on Monday, September 11th were also discussed.

Heating Oil Tanks Town Hall. Selectmen were advised that a third quote for the work needed had been obtained from Cheshire Oil, \$3,350. Selectmen voted to award the work to Pinney Plumbing and Heating which had provided the lowest estimate for the tank installation required.

Land Use Change Tax Penalties – ATA Construction. Selectmen reviewed recent land sales discussing the market value of a 4 lots within the Woodland Heights Subdivision recently purchased by ATA Construction. Selectmen set a market value of \$ 52,000 per lot on each of the lots. Land use change tax was set at 10% of market value plus recording fees.

Keene Knights. Selectmen reviewed correspondence from Keene Knights football organization requesting permission to utilize the Brown Field baseball field and lights for practice later this fall. Email from DPW Director Dunham outlining work planned at the field this fall was also reviewed. Selectmen decided, given that maintenance work was planned, that the field could not be made available this fall.

Sale of Surplus Municipal Equipment – 1991 GMC. A sealed bid received was opened. After discussion, Selectmen voted to award the vehicle bid to Howard Smith who bid \$5,000 with transfer of ownership of the vehicle to occur at the convenience of the DPW Director who was authorized to execute on behalf of the town paperwork necessary for the sale of the vehicle.

Citizen Concerns. Selectman Carlson advised board members that a resident had contacted her expressing concern about a road race the previous weekend and runners on Swanzy Lake Road. The concern focused on the safety of runners and the impact of that activity on traffic.

MS -1. Selectmen executed the MS-1 Summary of Valuation for Tax Year 2006.

Fire Department. Selectmen met with Fire Chief Sly Karasinski and Captain David Page reviewing draft department rules and regulations related to organization. Within the working group established by Selectmen there was consensus regarding much of the draft proposal. Agreement could not be reached on whether establishment of deputy chief positions was necessary with captains feeling they could lend more assistance with department matters and Chief Karasinski and Town Administrator Fox for reasons that included supporting creation of those positions for reasons that included allowing distribution of responsibilities, clarify the chain of command within the department and assisting in meeting the administrative, training, planning and other needs created by growth within the town. The need to consistently manage a large base of volunteers and be able to ensure redundancy in the organization so that it can still operate effectively if a piece is missing was discussed. Details of possible duties and alternate command structure configurations were discussed. Department needs including conducting more department wide training, documenting training, providing incentives to personnel that encourage training and ISO requirements were discussed. Development of position descriptions was discussed. Use of command staff and assignment of command staff was also discussed. Data on fire departments statewide was reviewed. Selectmen requested data be compiled on similar sized communities that related to their organizational command structure and that an opportunity to meet with Paul Szoc be scheduled either on September 20th or October 4th.

Correspondence, Permits and Other Matters. Selectmen reviewed and executed the following correspondence:

- Letter to NHDOT regarding curb cut permit for C. L. Lane and Flat Roof Mill Road.
- Letter to CFA regarding 2006 apportionment of assessment.
- Letter regarding assessment of late fees and penalties for a Carpenter Home resident.

Consideration of Minutes of Previous Meeting – August 30th. Selectmen reviewed and approved as written the minutes of their meeting of 8/30/2006.

Meeting adjourned at 9:00 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator