

## **Selectmen's Meeting – August 30, 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.

**Recycling Center.** Selectmen discussed feedback collected by Solid Waste Manager David Krisch regarding closure of the free exchange. A complaint received regarding the proposed closure and a possible petition related to it, and other recycling matters, was relayed to the board by Fox. Selectmen voted to close the free exchange as recommended.

**Carpenter Home.** Selectmen discussed several matters related to the home adopting a revised position description for Caregiver I (incorporating housekeeping duties), policies regarding employee breaks and smoking and a discipline form – Attachments #1, 2 and 3.

**DiLuzio Ambulance Service.** Selectmen met with Fire Chief Sly Karasinski and Rob DiLuzio discussing the town's current agreement with DiLuzio for ambulance and paramedic service, correspondence and a contract proposal received from the Keene Fire Chief in July related to paramedic intercept service and mutual aid. Past and current practice of support (mutual aid) provided for fire, ambulance and paramedic service was discussed. How frequently the need for "back up" paramedic service might arise and whether mass casualty criteria or mutual aid might apply in those instances was discussed. Selectmen requested input from Town Counsel deferring action on the Keene paramedic proposal. Continuation of the town's contractual arrangement for ambulance service was discussed. Mr. DiLuzio provided Selectmen with a proposal to continue service beyond the current contract period (which ends June 30, 2007).

**Base Hill Road.** DPW Director Lee Dunham reviewed with Selectmen bids received for reclamation of the road. Two bids were received, Pike at \$81,221.40 and L & B Paving at \$77,080. Dunham recommended Selectmen accept the bid submitted by L & B Paving. Selectmen voted to award the project to L & B Paving subject to compliance with the conditions in the bid specifications. Dunham advised that he estimated the full cost to reclaim the road, including top coat paving to be placed next year and road striping, at \$100,000+.

**Town Hall/Fire Station Heating Fuel Tanks.** Selectmen requested an additional quote to install the needed tanks be obtained from Cheshire Oil deferring action until 9/6.

**Talbot Hill Road – Class VI portion.** Selectmen met with John Randall and John Caveney of Cersosimo Lumber reviewing a proposal to improve a section of this class VI road to facilitate logging on Tax Map 44 Lot 10. Correspondence from Randall dated 8/23 and 5/26 was reviewed. Randall described the work plan as putting the center section of

road back in place and eliminating water running down its center. Existing drainage will not be changed. DPW Director Dunham advised he was comfortable with Cersosimo's plans. Selectmen voted to authorize the improvements to a portion of Talbot Hill Road (class VI road) as described in sketches and correspondence provided by Cersosimo Lumber. Insurance requirements for work within the town right of way and whether demonstration of insurance should be required as a condition of granting permission to work on a class VI road was discussed. It was agreed to seek advice of LGC and work toward development of a policy to be applied to work proposed on town roads and right of ways.

**Woodland Heights Development (WH Development).** Selectmen met with Eugene and Bonnie L'Etoile discussing the development project and work completed to date. Weight slips from paving of Phase IIa were provided to DPW Director Dunham. A one month extension of the current letter of credit, moving its expiration date to 10/23/2006, was provided to Selectmen. Selectmen voted to accept the one month extension. It was noted that Gar-Wal will be doing hydroseeding for the project. Phase II punch list items were discussed and L'Etoile's advise they expected work to begin on those items next week. Paving of the last section of C.L. Lane is being delayed by NHDOT (who must issue a permit to allow paving to connect to Flat Roof Mill Road). DOT officials advise that review of the plans for paving could take up to 60 days and developers requested Selectmen ask the state to expedite their review so that work may be completed before inclement weather hits. Selectmen requested DPW Director Dunham follow up with NHDOT expressing concern and asked a letter to NHDOT be prepared for the board's signature. Mrs. L'Etoile advised that all Phase IIa lots were either sold or under contract. Construction of the road required for Phase III may be deferred until some of the lots in Phase IIb have sold. The development agreement for the project will be reviewed to determine whether extension of any of the dates (to accommodate a slower development schedule) will be reviewed. Time frames for items such as placement of final top coat may require amendment to allow for a slower timetable for the development. Project developers requested DPW Director Dunham issue a letter of acceptance for the modified gravels used in the road base (versus crushed) and a letter approving modified plans developed for C.L. Lane improvements. Other issues pending with the project including depth of base course pavement were discussed and still require resolution. Variance between the plans approved by the Planning Board and the requirements of Selectmen were discussed. T.F. Moran has advised L'Etoile's that 2 1/2" of pavement meets NHDOT specifications for rural roads and they object to consideration of increasing that requirement to 2" of base course pavement. Selectmen requested documentation supporting that statement by T.F. Moran. A future meeting date to address pending issues prior to expiration of the Letter of Credit (10/23/2006) was discussed with L'Etoile's advising they were not available 9/20.

**NH Route 32 Sidewalk/Shared Shoulder Project.** DPW Director Dunham requested authorization to remove several trees in the project area (north of R & R Communications) damaged during construction. Selectmen approved expending up to \$5,000 of the project budget for tree removal subject to NHDOT approval of including the change order within the initial project scope making the work eligible for 80% reimbursement.

**Cemetery Tree Removal.** Quotes for removal of hazardous trees at Mt. Caesar Cemetery and its entrance, one tree at Mountainview Cemetery and one tree at Oak Hill Cemetery were reviewed by Dunham. Phil's Tree Service provided a quote of \$11,975 (versus Timber Products quote of \$14,200) for the work identified. Dunham advised that Phil's Tree Service's quote could be reduced by \$3,300 if town personnel cleaned up the large tree parts and limbs. Cost for work in Mt. Caesar and Mountainview Cemeteries is estimated at \$8,200. Selectmen authorized proceeding with the tree work outlined voting to withdraw funds for the work required at Mt. Caesar and Mountainview Cemeteries from the Charles Carlton Mt. Caesar Cemetery Trust Fund.

**Reconstruction of former Madrigal garage for DPW vehicle storage.** DPW Director Dunham requested conceptual approval to reconstruct the garage acquired as part of the relocation of Wilson Pond Road along the east line of the DPW property. Selectmen granted conceptual approval requesting that specifics regarding the project's funding requirements be developed for their consideration.

**Kendall Lane.** Selectmen discussed cost information received and reviewed requirements of the subdivision regulations related to security for the proposed road. After consideration of the cost estimate provided by developers, receiving concurrence from Underwood Engineers with the cost estimate and review of the regulations, Selectmen determined that the letter of credit or bond provided should be in the amount of \$60,000 to include the estimated cost of construction, monumentation and cost of periodic inspections.

**Cheshire Fair Association.** Selectmen signed off on amendment, in accordance with the 2004 Settlement Agreement, to the CFA taxable/exempt assessment – Attachment #4.

**Digital Postage Meter.** Selectmen approved purchase of a new meter for the Town. Upgrade to digital is required by year end to conform to postal service regulations.

**MS-1.** Selectmen executed a request to DRA for a September 15<sup>th</sup> extension to the MS 1 deadline.

**Investment Policy.** Selectmen re-adopted policy governing investments by the Town Treasurer – Attachment #5.

**Town Meeting 2007.** Selectmen approved the schedule for Town Meeting/Budget 2007 – Attachment #6.

**Minutes of Previous Meeting - August 16, 2006.** Selectmen approved, as written, the minutes of their meeting of 8/16/2006.

**Cheshire County Jail Site Selection Process.** County Commissioner Roger Zerba met with Selectmen advising that another site in Swanzey, the Collier Property at 244 Old Homestead Highway, had been identified as a location for the new county jail. The county has not yet entered into negotiations with the property owner for its acquisition but

commissioners intend to request that authority from the delegation on September 11<sup>th</sup>. Selectmen expressed their dismay that the County would consider a site in the town's tax increment financing district expressing concern about both the impact the use would have on the TIF plans as well as its other impacts on the town. The town's investment to date in infrastructure in that area, aimed at attraction of commercial, industrial, economic and employment opportunities to improve the town's economic future was discussed as length by Selectmen. Selectmen requested that the County Commissioners defer proposing a jail site until after the November election when voters will have an opportunity to weight in on the issue. The concern that the County was focused on Swanzey as a location for its new jail because the town did not have sufficient political clout in the delegation to prevent putting the jail in Swanzey was expressed by Selectmen. Impacts of a jail facility on existing traffic problems, schools and emergency services were discussed. Selectmen expressed their hope that delegation members would give full consideration to all the issues involved in locating jail and not rush to accept this site.

**Non-public session – RSA 91-A:3IIb, Recycling Center.** Selectmen voted unanimously by roll call to go into non-public session to consider hiring of an assistant solid waste manager at 9:30 p.m. Selectmen came out of non-public session at 9:35 p.m. voting to seal the minutes of the session until the conditions of the offer of employment were satisfied.

**Correspondence, Permits and other matters.** Selectmen approved the following permit applications:

- Event Permit 2006-17, Eastern Draft Horse Show.
- Event Permit 2006-18, Endurance Multi-sport Foot Race.

Meeting adjourned at 9:45 p.m.

Submitted by,

Elizabeth A. Fox  
Town Administrator