

## Selectmen's Meeting – November 5, 2011

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

Chairman Tatro called the meeting to order at 9:05 a.m. The board convened initially at the Carpenter Home.

**Carpenter Home.** Selectmen met with Carpenter Home Administrator Dawn Rice reviewing areas of proposed facility improvements including the porch/dining/sitting area which has a window replacement project proposed as well as an area in the former apartment proposed for renovation to provide an additional room. The vacant private room in the cape portion of the home was viewed. Selectmen set a rate for the small private room of \$2,700/month.

The board recessed the meeting at the Carpenter Home and reconvened at Town Hall.

**Budget 2012.** Selectmen met with departments reviewing budget submissions:

- **Recycling Center.** Selectmen met with Solid Waste Manager David Krisch reviewing the proposed 2012 Recycling Center budget. Krisch reported an increase in overall tonnage processed at the Center in 2011. He advised overall tonnage was up 102 tons (or 4.6%). The majority of the increase is attributable to recyclables which are up 87 tons or 8%. Cardboard volume is increasing. Construction and demolition materials disposed are up sharply prompting speculation that contractors may be busier than one might expect given the current economy. Krisch advised members he anticipated retiring mid-year 2012 anticipating operations focus in the upcoming year to be on the department's supervisory transition. Specific line items proposed (Attachment #1) were reviewed. The most significant increase is in the area of C & D disposal. Electronics disposal costs, budgeted at 12 cents a pound, was discussed. Transportation increases, attributable to a change in vendors, resulting in increased income were reviewed. Investigation of options for addition of a security system with cameras is underway.
- **Non-public session – RSA 91-A:3IIa.** Selectmen voted unanimously by roll call pursuant to RSA 91-A:3IIa to go into non-public session at 10:20 a.m. Present were Selectmen, Krisch and Fox. Selectmen came out of non-public session at 10:32 a.m. voting by roll call unanimously to seal the minutes of the session.
- **Emergency Management.** Selectmen met with EMD Bruce Bohannon reviewing the EM 2012 Budget submission (Attachment #2). Bohannon indicated the budget did not include any significant changes and since 2012 was not a VY drill year, some expenses are anticipated to be lower. A new initiative in 2012 (resulting from discussions at the EOC when activated due to Hurricane Irene) is addition to the operation's mapping capabilities to provide for elevation modeling. Other changes include assumption of maintenance for the generator at Town Hall. Bohannon reported that the EOC had been activated for 4 hours during the recent snowstorm. In meetings with FEMA earlier in the day, little damage was reported resulting from this weather event. Costs incurred related primarily to snow removal. Response to the recent CODERED verification of data base call and the planned nationwide test of the Emergency Broadcast System were discussed. Funding requested and establishment of a mechanism for withdrawals by various departments from the emergency communications expendable trust were reviewed. Bohannon will submit the form he developed. Development by department leaders involved in emergency communications of a plan detailing comprehensive communications needs proposed for funding through the expendable trust was discussed. Southwest Fire Mutual Aid's plan to seek funding directly from Cheshire County towns

was also discussed. Bohannon relayed to Selectmen reception difficulties experienced by several town departments. Addition to the Vermont Yankee Plan of a continuity of operations plan was discussed with members deferring full consideration regarding approach to the matter for a future meeting.

- **Department of Public Works.** Selectmen met with DPW Director Lee Dunham reviewing department funding requests for 2012 (Attachment #3). Dunham reported Truck #3 was back in service advising he had not yet received an invoice for the extensive motor repair. Dunham advised when preparing his budget, he first backed out the \$30,000 additional appropriation added at the deliberative session attributable to January winter expenses. Line item funding requests were reviewed. Need for an updated pavement plan was reviewed. Dunham reviewed some of the results from the condition assessment software utilized by the department advising he would provide an updated plan for members prior to 11/11. Next year's plan should include work on Whitcomb Road and top coat of Railroad Street and Eaton Road (estimated cost \$30,000). Concerns expressed about other town roads including Homestead Ave and the roads within the Marcy Hill development were reviewed. Concerns received regarding culverts resulting in bumps on the portion of Old Richmond Road which has not been reclaimed were relayed by Selectmen to Dunham. Consideration, as a result of declines in state funding in support of transportation, is being given to proposing to voters establishment of a Municipal Transportation Improvement Fund (pursuant to RSA 261:153) funded through a \$5 additional motor vehicle fee. The estimated revenue of \$50,000 it would raise annually was discussed. Dunham reported that he had flagged trees scheduled for removal on Ash Hill Road and was waiting to hear back from Yale University. Coordinating Upper and Lower Wilson Dam projects (in response to NHDES's LOD) and the unknown cost of work needed was discussed with Selectmen proposing to add \$50,000 in funding to the Dam capital reserve in 2012. Cemetery, Parks and Facility Maintenance funding requests were reviewed with mower replacement and whether it should be included as part of the operating budget or as a capital budget item was discussed. Dunham advised that one of the Ex-marts was 7 years old and the other was 6. Replacement of the older unit – with a 60' deck model – at an estimated cost of \$11,000 was recommended. The vendor was not particularly interested in trading so the old unit would likely go out to bid. Trash disposal at Richardson Park and whether it was prudent to delete funding for the dumpster assigning town personnel this location for trash pick up was discussed. Storage of trash (below the pavilion) and whether cost savings might be attained by moving to a smaller dumpster was discussed. Selectmen added funding for the dumpster (\$700) based on that expended in 2011.

**Other matters.** Selectman Carlson advised she had received a report of a box truck crossing the Cresson Bridge – thankfully not causing any overhead damage. Selectmen requested an update from the police department regarding enforcement actions pursuant to the town's ordinance. Selectmen, due to the primary set for January 10, set a new date for the budget/bond and other hearings required in advance of signing of the Town Meeting 2012 Warrant of January 12, 2012.

Meeting adjourned at 12:10 p.m.

Submitted by,

Elizabeth A. Fox  
Town Administrator