

Draft Minutes  
Board of Selectmen  
**Thursday November 10, 2016**

Select Board members present:  
Randy Subject, Colin Stubbings, Teran Mertz

The meeting was called to order @ 7:02 pm by Chairman Subject. The meeting will be recorded for the purpose of accurate minutes.

Mr. Marvin led us in the Pledge of Allegiance.

**Department Head Update:**

**Road Agent-** Frank Rodimon reported the well project is complete. The project came in about \$90 under budget. The Town vehicles are ready for winter. Shouldering and ditching is done on the east side of town, with plans to do Fox Run next.

**Police Department-** Chief Hebert provided the Board with a copy of his Blotter & Stats, extra copies are on the table for anyone that wants them. He is still waiting to hear about the optics for the patrol rifle. There have been two more reports of loose cows on Route 25. We need to get a policy in place so there can be some enforcement by himself or Wayne Godfrey, Animal Control Officer.

**Town Grounds-** John Metcalf reported that everything is basically done with the exception of some additional leaf clean up. Rec Department- The athletic fields and the pool area are closed up for the winter. The closed landfill just needs flagging on the fence and test areas. Cemeteries will be closed on the 25<sup>th</sup>. A notice will be placed in the newspaper to let people know.

On November 8<sup>th</sup>, an issue with the sewer along Rt. 25 in front of Hogan's residence was observed. Mr. Metcalf has contacted Granite State Rural Water Association (GSRWA) and DES regarding the issue and possible causes and solutions. Mr. Metcalf will work on getting the proper permit. GSRWA used camera equipment to attempt to locate the problem. There is an old manhole at the end of Hogan's driveway that seems to have a tank or dry well of some kind in the ground. Jay's Septic has pumped it once and will pump it again if needed. DOT in Enfield has also been contacted to see if the roadwork on Rt. 25 may have impacted the sewer lines. A state engineer will be coming to look at it. While there is no immediate health concern, the Hogans have been advised to let Mr. Metcalf know of any possible issue inside the home. There was a brief discussion regarding possible causes and solutions. Mr. Metcalf will keep the Board up to date on the situation.

**EMD-**Bernie Marvin reported another Hazardous Mitigation Plan Meeting was held on November 7<sup>th</sup>. They are continuing the study of various hazards in the town. There was a lot of important information provided by department heads. The meetings will continue through June of 2018 or

before. These meetings are required for the grants Mr. Marvin has been working on. Mr. Marvin stated that he is working on budgets for Emergency Management and E-911.

Mr. Marvin provided an update on the Ambulance Study. Kingswood Camp and Camp Walt Whitman have both been asked if they will each pay half the cost of addition ambulance coverage. Mr. Marvin has not heard back from either of the camps yet. It was brought to Mr. Marvin's attention that at Town Meeting in 2015, there was a Warrant Article passed to allow the Board to investigate additional ambulance coverage for the Town. No report was done at that time. Selectwoman Mertz clarified that the two camps have agreed to each pay a third of the additional cost for the first year of coverage. Before any additional tax dollars can be spent it will need to go to the Town for approval. Chairman Subjeck referred to an email he received today. William Morris had concerns regarding which hospital a person would be transported to in the event of Warren-Wentworth Ambulance Service responding to a call. He was satisfied with the information he received stating that DHMC is an option regardless of which ambulance responds. There was a brief discussion between the Board and some others present at the meeting. There is an existing agreement with Upper Valley Ambulance that needs to be considered. As it stands now, Mr. Marvin is waiting to hear back from the two camps.

**Bookkeeper-** Susan Belyea was unable to enter expenditures into the A/P system due to the Supervisors of the Checklist using the office computers to complete the post-election paperwork. Beginning January 1<sup>st</sup>, any travel and training reimbursement will be added into regular pay checks rather than being done separately.

**Administrative Assistant-** Selectwoman Mertz wanted to know why the agenda for this evening's meeting did not reflect the changes she had requested in an email sent after 5 PM yesterday. Mrs. Rugar responded the Board had told her changes should not be made to the agenda the day of the meeting because the other members will not have time to be prepared. Mrs. Rugar further stated that she had taken Wednesday off and did not get the email until 7:30 this morning when she arrived at work. Mrs. Rugar also pointed out that she does not check work emails while not in the office on nights and weekends. With the exception of yesterday, she is in the office at 7:30 am 5 days a week and can be reached then.

Jen Rugar provided the Board with the MS-535 to review. It was reviewed and signed by the Board. The renewal for Northeast Resource Recovery Association was reviewed and signed.

Mrs. Rugar advised the Board that on November 22 a representative from NH DOT will be attending the BOS meeting with information regarding repairs to the bridge crossing the Connecticut River from Piermont to Bradford, VT.

**New Business-** An Intent to Excavate for Jared Shipman was reviewed and signed by the Board. The Equalization Form provided by Avitar, to be submitted to DRA, was reviewed and signed by the Board.

**Public Input-** There was a brief discussion regarding the three letters sent to the assessing companies of surrounding towns. There has been no response from any of the three companies yet.

There was a brief discussion regarding the Cemetery Maintenance Contract.

**Approve Minutes-** Minutes from the October 25, 2016 were reviewed. A correction was made. Chairman Subjectek made a motion to accept as amended. Selectwoman Mertz seconded the motion. Motion passed 3-0.

Minutes from November 3<sup>rd</sup> were reviewed. Chairman Subjectek made a motion to accept minutes. Selectman Stubbings seconded the motion. Motion passed 3-0.

**Non-Public Session** – none required

**Motion to Adjourn** – Chairman Subjectek made a motion to adjourn regular meeting. Selectwoman Mertz seconded the motion. Motion passed 3-0. Meeting adjourned at 9:18 PM.

Attendees (from sign-in sheet)- Gary Hebert, Frank Rodimon, Bernie Marvin, Joanne Hogan, Matt Hogan, Eileen Belyea, John Metcalf, Susan Belyea, Sam Rounds, Wendy Cahill, Evie Conroy, Tamin Shansab, Bill Morris, Suzanne Woodard, Helena Saarion, Greg Stelzner  
(present but not signed in--Rebecca Ladd)

Respectfully submitted,

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Jen Rugar

Board of Selectmen:

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Randy Subjectek, Chairman

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Colin Stubbings

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Terri Mertz

Approved: