

Minutes  
Board of Selectmen Meeting  
Tuesday October 10, 2017

Members of Selectboard present: Chairman Colin Stubbings, Selectmen Randy Subjeck and Donald Mitchell

Chairman Stubbings called the meeting to order at 7:05 PM and apologized for the late start. He announced the meeting would be recorded for the sole purpose of accurate minutes and further stated that others in the room may be recording, but not declared that fact.

Tim Cole led us in the Pledge of Allegiance.

**Departments' Input:**

**EMD-** Bernie Marvin stated that he is has the completed final reimbursement request ready to submit for the Hazard Mitigation Grant. Mr. Marvin is continuing to work on the "Until Help Arrives" program, which covers several areas of training and it has become a national campaign.

**Police Department-** Chief Hebert stated the blotter was available on the table. The work done on the cruiser should fall under the extended warranty, but there is an issue regarding the paperwork due to the timing of the work and the lease ending. We have the title to the vehicle showing the release of lien so Chief Hebert is working with Oliverian Automotive to straighten it out. We have received the follow-up letter from Department of Labor regarding the inspection that was done on September 19<sup>th</sup>. Several items on the list have been addressed by the department heads already. There was a discussion regarding the need for several eye wash stations in town buildings.

**Highway Department-** Frank Rodimon went to Concord and picked up the road signs he had ordered. In response to a discussion at the previous meeting, Mr. Rodimon had calculations to show the flow of water does not differ significantly using the various culvert sizes/shapes he spoke of. Mr. Rodimon stated that he decided not to approach Liberty Trucks to take the truck back because if they agreed to do it, it would most likely happen right away and we would be left without any truck. Mr. Rodimon is checking to see if there is a pre-payment penalty on the lease so he can look into other options.

**Fire Department-** Tim Cole reported the JAWS equipment is now on Rescue One and the department is getting comfortable using it. The Piermont Fire Department held another successful Chicken BBQ on Saturday October 7<sup>th</sup>. There is going to be traffic control training by Primex coming up soon. The FD is working on Dept. of Labor inspection requirements. They had four firefighters assist with the forest fire on Rt.112. Frank Rodimon will be replacing the brakes on the tanker.

**Town Grounds-** Abby Metcalf reported in John Metcalf's absence. The sewer system was pumped, and the collection system was flushed. The manholes will be inspected on Thursday. Mr. Metcalf worked on weed removal from the ballfield, the recent rain helped loosen the soil.

**Trustees of Trust Funds-** Abby Metcalf stated they will be having their annual meeting with Jim Kinder, Stifel Nichols on October 24th.

**Treasurer-** Heather Subjeck stated the monthly reconciliation is complete and the report was available on the table.

**Library Trustees-** Helga Mueller thanked the Board for their prompt action regarding the entrance ramp to the library. Terry Robie came and made some repairs so it is safe to use, but he does recommend replacing it.

**Bookkeeper/Assessing Clerk-** Susan Belyea submitted a letter to the Board for their review and signatures to notify Fred Shipman of the Board's approval to reduce sewer user fees.

**Administrative Assistant-** Jen Rugar stated she has been compiling a spreadsheet of all RSA 91:A requests, as suggested at the last work session. Mrs. Rugar also stated that she was able to locate some of the requested information for the auditors and sent it earlier that afternoon.

**Manifest-** The Board reviewed and signed the manifest.

**Barton Road Bridge Project-** Chairman Stubbings submitted the letter for final reimbursement for the Board to review. We are still missing one invoice that needs to be submitted, so the final figure may need to be adjusted. Selectman Subject made a motion to approve the letter. Selectman Mitchell seconded the motion. All in favor, motion passed 3-0.

**Additional Items-** Chairman Stubbings added the following:

**Audit-** Chairman Stubbings reviewed a list of outstanding items the auditors have requested. There was a brief discussion with Heather Subject, Treasurer and Susan Belyea, Bookkeeper/Assessing Clerk regarding which documents are still needed.

**CPR Course-** Jen Rugar stated she will have a list of employees and elected officials that are interested in participating in the CPR/First Aid course by the end of the week.

Budget meetings will begin on Saturday October 21<sup>st</sup> at 9 AM. Chairman Stubbings asked Susan Belyea, Bookkeeper/Assessing Clerk if department heads have been given current reports. Ms. Belyea responded that she has not yet, but she is working on them. Chairman Stubbings reminded they will be needed prior to budget meetings.

**Public Input-** Abby Metcalf mentioned the logging operation on North-South Rd has started back up. Mrs. Metcalf asked if there has been a report of working septic at property on Rt. 25C that had been granted a variance by the ZBA with the condition that no work be done until there is a functioning septic on the property. Chairman Stubbings reported that due to a concern, the Health Officer made a visit to the property. The follow-up letter states the septic has been disconnected. Terry Robie, Zoning Administrator will need to see if work is being done on the property. Chairman Stubbings stated he has been in contact with the town's attorney regarding how to proceed.

**Approve Minutes October 5, 2017-** The minutes were reviewed. Corrections were made.

Selectman Subject made a motion to accept as amended.

Selectman Mitchell seconded the motion.

All in favor, motion passed 3-0.

Motion to adjourn: Selectman Subject

Seconded: Selectman Mitchell

Motion passed 3-0

Adjourned at 8:49 PM

Others present for the meeting (from sign-in sheet) - Tim Cole, Susan Belyea, Abby Metcalf, Helga Mueller, Gary Hebert, Bernie Marvin, Heather Subjeck

Respectfully submitted,

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Jen Rugar,  
Administrative Assistant

Board of Selectmen:

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Colin Stubbings, Chair

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Randy Subjeck

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Donald Mitchell

Approved: 10/19/17