

SELECTMEN'S MINUTES  
AUGUST 14, 2017

The Selectmen's meeting for Monday, August 14, 2017 started at 6:30 p.m. Present were Selectman Ayer, Selectman Bailey, Selectman Hatch, Selectman Knapp, Chairman O'Brien, Administrator Scruton, Clerk McNeil and Clerk Goodell.

Chairman O'Brien welcomed everyone and led in the Pledge of Allegiance.

Chairman O'Brien opened the public hearing to accept \$220,000 in unanticipated Federal Funds for the purchase of a community mutual aid vehicle for recharging air containers/rehab unit for firefighters at 6:33 p.m. Chief Walker noted that there are 10 member towns in this mutual aid. This is a grant and Barrington is the host community for the grant. The grant match is through the mutual aid group. Barrington will register and insure the vehicle. The cost will be reimbursed. The vehicle will be housed in Somersworth. The back third of the vehicle will have the air packs the front would have space for firefighter rehab. There is an MOU with the community mutual aid towns/cities. It will have to be competitively bid. There were no public comments. Selectman Ayer moved to accept the unanticipated Federal funds for the purchase of a mutual aid vehicle, seconded by Selectman Bailey. It was unanimously voted in the affirmative. The public hearing closed at 6:40 p.m. There will be another public hearing on August 28<sup>th</sup> to expend the money.

#### APPOINTMENTS

Chief Williams introduced the newest police officer, Erik Baker. Officer Baker has two years of experience with Deerfield. He served in the Navy for five years, has an Associate Degree in Criminal Justice and is working on a Bachelor Degree. Chief Williams administered the Oath of Office to Erik Baker.

#### PUBLIC COMMENTS

There were no public comments.

REVIEW OF MINUTES – July 24, 2017 – Selectman Hatch moved to accept the minutes of July 24, 2017, seconded by Chairman O'Brien. It was unanimously voted in the affirmative. August 14, 2017 – Chairman O'Brien moved to accept

the minutes of the morning meeting of August 14, 2017, seconded by Selectman Knapp. It was unanimously voted in the affirmative.

#### STAFF REPORT

1. Administrator Scruton noted that Metrocast is selling the business. The new company will fully comply with the town's existing franchise agreement. Administrator Scruton recommended that the sale agreement be reviewed by the town's attorney. Selectman Knapp feels the attorney should review and see if there are any areas that can be tightened up. Metrocast currently has significant infrastructure in Barrington.
2. Chairman O'Brien opened the bids that were received for the Fire Department pick-up truck. The following five bids were received: Foss Motors 2018 Dodge Ram \$31,272, liner and side step \$826, Poulin 2018 Dodge Ram \$31,738, liner and side step included at \$860, Grappone 2017 Ford Super Duty \$28,997 if ordered before 8/31/2017, liner and side step \$940, Ron Currier, 2018 Chevrolet Silverado \$31,357, liner and side step \$1,265 and Quirk 2018 Chevrolet Silverado \$32,600, liner and side step \$1,030. Chief Walker would like to review the bids with Administrator Scruton to be sure they are fully responsive. The Board would need to consider the 2017 or one of the 2018s. Selectman Bailey supports one of the 2018s. Chairman O'Brien would lean towards the 2017. Chief Walker would prefer the Ford. Selectman Knapp felt that we should go with a 2018 as it would have the mandatory backup camera installed. Chairman O'Brien moved to go with the 2017 Ford Super Duty, seconded by Selectman Bailey. It was unanimously voted in the affirmative. The old truck will be sold through the sealed bid process.
3. will work Chief Williams contacted Administrator Scruton regarding enlarging the Police Department. Selectman Knapp felt that the Police Department needs an overhaul and we should immediately start a LEAN review to determine what the actual space needs are for the department. Upon completion of the LEAN review, a plan for increasing the square footage of the building should be made. Chief Williams stated that the Police Department does not have enough space. It was recommended an addition to the current space. Both Chiefs agree with the space needs for an addition. However, they wanted to get the Board's opinion. Chief Williams wants to start the discussion now. Selectman Knapp knows a LEAN manager who works at TURBOCAM and he will approach him if the Board

approves. The Board agreed to this proposal. Selectman Bailey feels that the issues need to be addressed on the Police side. Are both departments going to stay at that building??? Chairman O'Brien spoke about looking toward the future with the town getting larger both departments will need more space – maybe on another town owned lot for the Police Department and possibly a town office. Chief Walker stated that there are space issues in this town for town office, library and now police. What can be done in the short term for the Police Department? Both of the departments work well together and both supported Fire and Police in the same building. Selectman Hatch noted that building an addition wouldn't be wasted space in the future. Administrator Scruton stated that the footprint would have to be expanded. What is the minimum that is needed and what is the long term. Chief Williams, Chief Walker and Paul Sanders viewed the property and feel an addition could be put on the building on the Cate Road side. Selectman Hatch asked about adding a second floor but not finishing the space. Administrator Scruton with the Chiefs to meet current and future needs.

4. Last year the ABC asked for the Board to develop the salary parameters before the budget process starts. The national average change in wages is 2.5%. Chairman O'Brien felt adding 1% and a step increase of 1.75% should be built into the budget. Selectman Knapp moved to develop the budget with 1% COLA and 1.75% step as a place holder, seconded by Selectman Ayer. It was unanimously voted in the affirmative.
5. Administrator Scruton has reviewed the labor portion of the legal request for proposals and recommends Attorney Mark Broth. Selectman Knapp will also review the paperwork and work with Administrator Scruton on a recommendation.
6. There will be a public hearing on August 28<sup>th</sup> for the unanticipated highway funds of \$185,620 for highway maintenance. A letter was received today from NHDOT as to what items the money can be used for and that the work can be done in 2018.

Clerk McNeil

Clerk McNeil requested the following signatures: abatement #20, payroll manifests dated 08/06/2017 and 07/16/2017 was signed in the office, vendor manifest dated 08/09/2017 and 07/19/2017 was signed in the office.

## OLD BUSINESS

Ayers Lake “boat launch” – Selectman Knapp noted that he is still waiting to speak with Amy Smagula from DES. Chairman O’Brien spoke with a representative from Fish and Game and they noted that Ayers Lake was supposed to have a boat launch at the dam and the state never installed one as the area was always cluttered with litter and it was hard to monitor. Fish and Game want to see the lakes in New Hampshire used and encourage the use. The dam is owned by DES. Selectman Hatch noted that she was not ready to make a decision yet. James Higginbottom noted that the holdup may be a discussion with Amy Smagula. Ayers Lake has no documented public access and launching rights.

Transfer Station Hours – Selectman Knapp talked with people at the transfer station and he would like to see Tuesday have better hours. He feels that the transfer station should be open after 5:00 p.m. at least one day a week to accommodate people who work. Peter Cook noted that they are in the process of doing a traffic study at the transfer station along with review of contracts including Waste Management, and other studies. Peter Cook feels that these issues should all be discussed together. Mr. Cooks wants to hear comments about the transfer station from a five member board and not a two member board. Selectman Bailey would like to see the transfer station open on Thursday year round from 3:00 -7:00 p.m.

Rules and Procedures for the Board of Selectmen – Selectman Bailey asked that this be sent out to the Board. He reviewed several sections that he felt the Board should review. We need to put a different foot forward in the future.

Selectman Knapp asked Peter Cook about the installation of the transfer switch – waiting for the electrician. He also asked about the garage floor – the RFQ went out today. Selectman Knapp asked for an update on the water system at the public safety building – Administrator Scruton noted that they couldn’t get anyone to rebid the project. Administrator Scruton will check with Paul Sanders.

Selectman Bailey asked if the Goodwill trail had been cleaned up of glass and debris.

Due to an update, town's assessments will increase an average of 10% to stay within the recommended guidelines set by the Department of Revenue Administration.

Selectman Bailey asked about the PRIMEX Playground Report – has the work been completed. Most of the work has been completed; there are still some minor issues; however PRIMEX will defend accidents if there are any on the playground.

#### NEW BUSINESS

Selectman Knapp noted an article in Town and City and the storage of records with the computer. He will reach out to the town of Allenstown who has started this project.

Selectman Bailey noted a letter received from Any Inglis stating that she has a volunteer who will be building steps from the library down to the recreation field.

#### SELECTMEN'S REPORT

Selectman Ayer was unable to attend the last Conservation Commission Meeting.

Selectman Bailey will be attending the Library Trustees meeting on Tuesday.

Selectman Hatch stated that she is not getting updates of Recreation Commission meetings. There is a ZBA meeting this Wednesday.

Selectman Knapp reported that there was no school board meeting. He attended the Swains Lake Association meeting where they talked about conductivity in the water.

Chairman O'Brien noted that Ayers Lake also has a spike in conductivity. He also attended the recent Planning Board meeting.

#### PUBLIC COMMENT

Sam Boduch thanked the Fire Chief for noting space needs and including the library in that discussion.

Marcia Gasses said that the Planning Board is updating the Capital Improvement Plan. They will be requesting information from the department heads shortly. She

also stated that anything that is not routine maintenance on a road should be included in the CIP.

Chief Walker asked the Board if he could price the bed liner and the side steps for the new Fire Department pick-up truck locally as it could be cheaper. The Board supported that request. Selectman Hatch moved to take payment for the fire pick-up truck out of the Fire Truck Capital Reserve account and ask the trustees for the money, seconded by Selectman Bailey. It was unanimously voted in the affirmative.

Rick Walker stated the damaged cemetery trees have been removed but there is a problem with removing one big stump. Several stones still need to be repaired. The work should be done within the budget.

Chief Williams thanked Dave Holbeck for mentioning the air issues (CO2) in Ford Explorers. Sensors will be installed in all the cruiser.

Selectman Ayer moved to go into non-public session at 8:45 p.m. per RSA 91-A:3 II to discuss legal, reputation and personnel, seconded by Selectman Hatch.

Chairman O'Brien asked for a roll call, Ayer – aye, Bailey – aye, Hatch – aye, Knapp – aye, O'Brien – aye. The motion passes.

Chairman O'Brien moved to exit non-public session at 9:55 p.m., seconded by Selectman Knapp. Chairman O'Brien asked for a roll call, Ayer – aye, Bailey – aye, Hatch – aye, Knapp – aye, O'Brien – aye. The motion passes.

Selectman Ayer moved to seal the minutes for six months to avoid adversely affecting the reputation of a person not a member of the Board, seconded by Chairman O'Brien. Chairman O'Brien asked for a roll call, Ayer – aye, Bailey – aye, Hatch – aye, Knapp – aye, O'Brien – aye. The motion passes.

The meeting adjourned at 9:56 p.m.