

## **BOARD OF SELECTMEN**

### **Minutes of June 21, 2004**

**ROLL CALL:** Chairman Alan Carpenter called the meeting to order at 7:00. Those present included Selectmen Bruce Breton, Christopher Doyle and Roger Hohenberger. Selectman Galen Stearns was excused. Mr. Sullivan was also present.

**PUBLIC HEARING/GRANT ACCEPTANCE:** Mr. Wayne Morris, representing the Trails Committee, approached the Board to discuss their application to the Department of Resources and Economic Development (DRED) for grant funds for improvements to the Windham Trails. These funds, totaling \$15,520, would be used primarily to finish off the boardwalks and bridges at Foster's Pond Conservation area. In addition, other improvements will be constructed at the Bayberry Road Conservation area, Nashua Road Conservation land, and at Foster's Pond. The Town, through the Conservation Commission, would need to provide \$4,000 as our contribution.

After a brief discussion about future maintenance requirements of any structures built with these grant monies, Mr. Hohenberger moved and Mr. Breton seconded to accept grant funds in the amount of \$15,520 from the State of New Hampshire Department of Resources and Economic Development, and the authorize the Conservation Commission to expend said funds prior to reimbursement. Passed 4-0.

**ANNOUNCEMENTS:** Mr. Sullivan announced the arrival of Finance Director Dana Call's baby, Amanda Brooke. Amanda was born on Friday, June 18, weighing 8lbs. 3oz. Congratulations were extended to Mrs. Call and her husband, Bill.

**FLAT ROCK ROAD:** Mr. Turner presented plans submitted by a private developer to allow work on Flat Rock Road to facilitate construction of a new open-space subdivision. The proposed subdivision, as approved by the Planning Board, necessitates widening of the road. Mr. Turner then discussed the permit fees involved, and noted that the Planning staff would like to have a bond posted for the road work.

Mr. Max Hamor, an engineer representing developer James Jamison, explained the project further, indicating that the Department of Transportation did not want any improvements or work done to Route 28 as part of the project. At the Boards request, he then detailed the specific area of improvement.

Mr. Sullivan presented the Board with a request, which had been submitted to the Highway Safety Committee, to remove the ledge outcropping and to perform repairs to the culvert in the area of Flat Rock Road and Route 28.

Mr. Carpenter inquired of Mr. Turner as to whether he could discuss this request with the Department of Transportation, to which he responded he could.

Mr. Mike Salvo, owner of the Picnic Table Factory located at the corner of Route 28 and Flat Rock Road, approached the Board to explain drainage issues in the area, the open culvert and the ledge outcroppings. Mr. Salvo felt that the contour of the roadway needs repair to alleviate the drainage concerns. He also expressed a desire to have his driveway sawcut rather than overlaid and shown as part of the plan and bonded.

A discussion ensued regarding further details on the project, the appropriateness of the proposed 18' width, and the condition of the existing road. The Board requested that Highway Agent Jack McCartney attend the next meeting of the Board to discuss his views on the project, prior to any decision by the Board.

**WORKSHOP/TRANSFER STATION MANAGER:** Dave Poulson, Manger, opened the workshop by requesting that the Board officially declare the Santa Fe box trailer as surplus property for disposal in the most economically sound manner. Mr. Doyle moved and Mr. Hohenberger seconded accordingly. Passed 4-0.

The demolition/metal agreement between the Town and LL&S, Inc. of Salem was reviewed for possible extension, and Mr. Sullivan presented the Board with a cost analysis to do so. Currently, the Town provides our scrap metal to LL&S in exchange for a lower rate per ton on our demolition: \$15/ton for the first 800 tons, and \$55/ton thereafter. If approved, the extension would increase these rates to \$16/ton for the first 800 tons and \$57/ton thereafter.

Based on the analysis of 1,200 tons, Mr. Poulson recommended that the Town continue the agreement for one year, given the uncertainty of the metal market. Mr. Poulson noted in his analysis that assuming that all things remain constant from last year, including the amount of tonnage disposed as well as the price of metal, that the overall net cost to the town would be approximately \$17,000 more with an agreement than without. However he emphasized that this could be less should the metal market change. A discussion then ensued regarding the merits of extending the agreement versus playing the market to recycle our metals. It was noted that by extending the agreement, the Town protects itself against fluctuations in the market, but does take the chance of paying additional costs.

Mr. Doyle moved and Mr. Breton seconded to enter into the extended agreement with LL&S for a one year period. Passed 3-1, with Mr. Hohenberger opposed.

Several key points regarding the Transfer Station operations were then broached by Mr. Poulson including: the demand mandatory recycling places on the Station; the Station's scope of operations; lack of funds for extra items; hours of operation; equipment needs and replacement of same; and space issues at the existing facility. Mr. Poulson feels that the keys to the Station's success include: stabilization of the markets with long-term contracts; moving of waste quickly, with proper equipment, to the right locations; community outreach programs; and, exploring the scope of operations, perhaps privatizing the facility, providing curbside pickup or developing a cooperative effort with area communities.

The operating hours of the station were discussed in detail. Mr. Poulson advised that the average cost to operate the facility with three staff members is \$222/hour, including utilities and equipment. He also noted that the estimated traffic counts over a week, averaged out as follows: 1,450+/- per week, 850+/- of which are on Saturdays. Tuesday evening traffic, during the hours of 4PM to 7PM, is roughly 40 vehicles.

Mr. Poulson again requested consistent, year-round hours at the Station, which he believes would be most beneficial to all residents, of 7:30A to 5:30 PM, Tuesday through Saturday.

After further discussion, the Board was unable to reach a consensus of opinion, as some members believed there remained a genuine need to offer at least one evening. The Board will continue to explore this matter and ask Mr. Poulson for a formal proposal.

Mr. Poulson also advised the Board of the following issues at the Station: contractor trucks, driven by residents rather than contractors, are arriving at the Station to dispose of demolition; disposal of animal carcasses, which is not allowed at the Station; and child safety.

Mr. Poulson was asked by the Board to draft a policy for the Board's review regarding the issue of demolition disposal.

Mr. Poulson noted that, in the interest of safety, small children should not be allowed to wander around while their parents empty their vehicles. The Board concurred with Mr. Poulson's suggestion that children 6 and under must remain in the vehicle.

**NON-PUBLIC SESSION:** Mr. Hohenberger moved and Mr. Breton seconded to enter in a non-public session in accordance with RSA 93-A:3d, c and a. Roll call vote – all members “yes”. The Board and Mr. Sullivan were in attendance.

*Reputations:* The Board began to discuss appointments to the various Boards and Committees, however made no decisions, as they felt the full Board should be present.

*Land Acquisition:* The Board reviewed proposed language changes to the deed verbage relative to the sale of Town property as approved at Town meeting. The Board agreed with the language suggested by Town Counsel that only a septic system could be built on the property.

On a second issue, the Board agreed that the matter was not necessarily within their purview to discuss and made no decisions.

*Personnel:* Mr. Sullivan updated the Board on a personnel matter, however no decision was made.

Mr. Sullivan requested the Board consider approving the hiring of a temporary part-time employee or intern to assist in the Administrative Offices / Tax Offices during the Finance Director's absence. Funds are available, as the Director's salary need not all be paid during her absence, as she is covered by disability. Motion by Mr. Hohenberger and second by Mr. Breton to authorize the use of the surplus Finance Director salary to hire a temporary part-time employee or intern as requested and to leave the specifics to the Administrator. Passed 4-0.

Motion by Mr. Doyle and second by Mr. Breton to adjourn. Passed 4-0.

The meeting was adjourned at 10:00 PM.

Respectfully submitted,

David Sullivan, Town Administrator

*Note: These minutes are in draft form and have not been submitted to the Board for approval.*