

**Board of Selectmen
October 17, 2012**

Present: Kenneth S. Paul, Chairperson; Richard C. Edwards; Teresa A. Williams, Town Administrator; and Toni Bodah, Secretary. Peter M. Kasprzyk joined the session at 7:35 p.m.

Mr. Paul called the posted meeting to order at 6 p.m. The Board reviewed 2013 budget requests with various department heads as indicated below.

Building Inspection/Zoning Administration – Arthur Capello

Mr. Capello is proposing the addition of several new lines, including food for training sessions, a uniform allowance and gas (moved from mileage line). He advised that the staff car will need tires, which he hopes to accomplish with 2012 funds. The CEO salary line (01-4240-1-110) was corrected to \$50,183.

There remains a significant balance in the Tax Maps line (no account number listed), and the 2013 appropriation was reduced to \$2070. The proposed line for food for training sessions was removed. The BI Meeting Expenses line (01-4240-1-810) was increased to \$700. New total is \$96,442.

Highway Department and Maintenance – Fred Clough

Mr. Paul wondered whether it makes sense to fund paving projects via a capital reserve fund. Mr. Clough is considering the following roads for work in 2013: Canal Road (from Witchtrot Road to the bridge), Bonnyman (from Route 153 to the park), White Birch, Rines, and Witchtrot (from the Pub to the top of the hill). White Birch will likely need to be rebuilt in the future. Mr. Paul stated that we should wait to address roads under which water lines run until the Water Precinct replaces those lines. Bonnyman Road has issues with ditches; perhaps use of Cape Cod curbing would work. Mr. Edwards stated that it might be best to leave Bonnyman Road alone. This will be discussed further with a full Board.

Mr. Clough has received an estimate of \$30,000 - \$35,000 to pave the parking lot at the Public Safety Building. Mr. Paul stated this cost should be included in the Public Safety Building budget, rather than in the Highway Department budget.

The Uniform line (01-4312-2-290) has been increased to reflect the anticipated addition of 2 employees. Ms. Williams had previously sought other suppliers without success. The Telephone line (01-4312-2-341) shows an increase as a result of having internet at the garage.

The Heating Oil line (01-4312-2-411) reflects use of oil rather than wood. Mr. Clough estimated it would take about 16 cords of wood, should the Board decide to continue use of the wood boiler, and he has received a quote of \$200 per cord—cut, split and delivered. This line was changed to \$6100.

The Vehicle Maintenance line (01-4312-2-660) should be adjusted if the Board wants to include the cost to repair the frames of 2 Freightliners. The line was increased to \$43,000. Mr. Paul noted that next year delivered sand should be put out to bid. He reviewed the remaining balances in various lines. Discussion followed regarding the Outside Hire line (01-4312-1-840) being used to clean catch basins. The appropriation for Culverts (01-4312-1-683) may change depending upon which roads are chosen as 2013 road projects. We may be able to purchase some culverts prior to year-end.

Board of Selectmen

October 17, 2012

Page 2

Sewer – Michael Soucy

Mr. Soucy advised the Board of an on-going issue with grease/foam building up at the pump station. Arthur Capello will inspect the grease traps at several local businesses next week.

The 2012 expenditures from the Maintenance & Repair Services line (02-4326-2-430) relate to an issue with a pump. We now have a back-up in the event of a failure. The 2013 appropriation for Maintenance & Repairs Supplies (02-4326-2-630) includes the cost to purchase a grease cutter.

Mr. Soucy confirmed to Mr. Kasprzyk that there is a tractor, snow blower and flail mower located at the WWTF.

Two lagoons will require cleaning in 2013, the cost of which is included in the Maintenance/Services line (02-4326-3-430). Although there are no back-up pumps for the treatment site, we do have an emergency RIB.

The Capital Outlay line (02-4326-5-930) was increased to \$5000. The new total is \$75,203.

Ambulance – Chief Todd Nason

When asked, Chief Nason advised he approves of resurfacing the parking lot at the public safety building, but he is not sure an overlay will be sufficient for the Police Department. Care will need to be taken near the front doors.

The only increase in this budget relates to merit increases. The Professional Services line (01-4215-1-390) has been reduced to reflect the reduction in runs made.

General Fire – Chief Todd Nason

The increase in the Salaries line (01-4220-1-120) reflects the new policy to pay for attendance at monthly meetings and training sessions. The Board reduced the Telephone line (01-4220-1-341) to \$1260, removing the cost of 2 cell phones that will be bundled within the Public Safety Building Computers/Communications line.

Both Equipment Maintenance (01-4220-1-631) and Vehicle maintenance (01-4220-1-660) are over-expended for 2012. In 2013, the rescue truck will require about \$6600 in repairs. The new budget total is \$153,276.

Fire Protection – E Wakefield and Union – Chief Todd Nason

No significant increases are proposed. Chief Nason advised Mr. Kasprzyk that he has no immediate plans to paint the Union station.

Forest Fires – Chief Todd Nason

Now that we have a CRF for this purpose, only \$1 will be kept in each line, for a total of \$2.

**Board of Selectmen
October 17, 2012
Page 3**

Chief Nason anticipates proposing \$25,000 for the Ambulance CRF and \$75,000 for the Fire Truck CRF for 2013.

Mr. Paul referred to the possibility of submitting a warrant article to establish a CRF for paving projects. He advised Mr. Kasprzyk of the suggestions made by the Road Agent for 2013 highway projects. The Board was in agreement not to address either Witchtrot or Canal Roads. Mr. Kasprzyk believes that High Street should be addressed. We should consider how heavily a road is used when considering work. Mr. Edwards referred to Pickpocket Road being very busy and needing attention. Mr. Clough will come in again on October 29 to discuss this further. The Board anticipates he will have discussed the Sanbornville Water Precinct's schedule with Dean Giffin.

Ms. Williams briefly reviewed several items for the October 24 agenda with Mr. Paul.

Mr. Kasprzyk moved to approve the Payroll Warrant in the amount of \$56,223.39, as well as the AP Void Warrant in the amount of (\$1,097). Mr. Edwards seconded the motion, which passed 3-0.

There being no further business, the meeting adjourned at 8:55 p.m.

Respectfully submitted,
Toni Bodah, Secretary

Approval of Minutes:

Kenneth S. Paul, Chairperson

Peter M. Kasprzyk

Richard C. Edwards