

## TOWN OF BARNSTEAD

### TOWN HALL

### SELECTMEN'S MEETING

### MINUTES OF AUGUST 11, 2015

**Attendance:** Chairman Gordon Preston, Vice-Chairman Priscilla Tiede, Richard Duane, David Kerr, and Edward Tasker.

The meeting was called to order at 5:00 p.m. and opened with the Pledge of Allegiance.

**Signatures:** Payroll and Weekly Manifest, Minutes of 8/4/15, (1) Agreement, Morton Salt Contract, (1) Vacation Request, (1) Fireworks Permit, (1) Fireworks Agreement and Inter-Office Memos/Letters/Forms. P. Tiede made a motion to allow the Chairman to sign a contract agreement, the Morton Salt Contract, a vacation request, and the fireworks documents. The motion was seconded by D. Kerr and passed with a unanimous vote.

**Appointments:** The Board met with Lisa Carazzo at 5:00, who is interested in revitalizing the Old Home Day Committee. She stated that before she commits, she would like to see how many volunteers she can get. The Board supports her endeavors and thanked her for her volunteerism. The Old Home Day notebook will be provided for her to use as a guide.

At 5:05 p.m. Road Agent Jim Doucette updated the Board on the vehicle auction and the paving projects. D. Kerr mentioned that the Lakes Region Planning Commission Culvert Program has identified 395 culverts in Barnstead. Jim will go over the data with LRPC. P. Tiede questioned a fuel transfer case purchase and Jim explained that it was for the skid tank not one of the Highway trucks. Jim told the Board that the grader hydraulic cooler is all fixed and he believed it would be covered under the warranty, but they had to pay for travel time and labor. The Road Agent also informed the Board that when Fairfield took the plow frame off of truck #2 they found that the sub-frame was bent from a previous incident and it would have to be repaired as well. The insurance is only covering the painting of 2 sides on the truck, but the Highway Dept. will complete the rest.

The group had a brief discussion regarding the change in State Inspections from March to September, thus requiring towns to have to re-inspect all vehicles. Jim told the group that he may not be able to spray to get rid of the bamboo this year as he now had to go through the Department of Agriculture to get approval to use the herbicides. He added that it takes 200 (plus) days to get the approval. Jim left at 5:35 p.m.

Bill Haynes, State Co-Coordinator for the government surplus program congratulated the town on acquiring almost half a million dollar worth of equipment which included the Humvee, 2 truck tractors (one with a flat bed trailer), storage trailers, 2 generators, non-ballistic vests, cold weather hoods, and

various other items. Bill added that he there were several other requests that he did not approve, for acquisitions as they did not fit the criteria. He told the Board that he had spoken with Chief McDowell today and reminded him that all the stuff had to be in the possession of the police department and utilized by them for 1 year before it can be sold or transferred to another department (except for the Humvee). Bill stated that any monies from equipment/vehicles that is sold needs to go to a separate fund for the police department. Mr. Haynes next stated that the Chief has signed up for a Loader which is located at Ft. Bragg, in North Carolina and he was concerned with how the town would get the piece of equipment here. He explained that the vehicles & equipment can only be used (driven etc.) by police department personnel and where the town requires its drivers to have CDL's then the police officer would have to possess that license. He also cautioned them that the generators are 3 phase and if they were utilized, they would have to be installed by an industrial electrician. Haynes went on to say that a "training plan" which is a requirement of the program was missing and that he had told Chief McDowell at the start that the "plan" was needed.

Bill next told the group that as a Budget Committee member, he would be looking to see where the money came from to get the loader from North Carolina, as there wasn't money raised in the budget for this. R. Duane expressed his frustration, saying that this has been his problem with the program from the start, as the items that were being acquired, were not specific to the police. Bill explained that if the towns don't take it, it just gets cut up for scrap and the taxpayers have already bought this stuff once. He informed the Board that the Chief had also gotten a low-bed trailer & tractor today, but cautioned that the tactical tractors are not for long haul usage. Haynes stated that some of the items are disapproved by the feds, even if he approves them. The Board expressed concern that they would now have to pay to have police obtain CDL licenses just so the vehicles could be started and maintained; not to mention the costs of insurance and registration. D. Kerr commented that the Road Agent hasn't even been asked to approve the acquisitions before they are ordered.

Haynes told the Board that if he were in their shoes, he would have a conversation with the Chief about what he can order and that he has to have the Board's approval. P. Tiede asked if the equipment had to be stored at the police station and Bill told her it did not, but cautioned that the feds do inspections of sites and would check all the stuff. Bill again stated that a training plan has to be in place and R. Duane asked if Bill could stop the Chief from any further acquisitions until a plan is completed. Bill told the Board that he already has and communicated that by e-mail to the Chief today. R. Duane asked if manuals and/or operating guides came with the vehicles/equipment and Bill stated that they are on-line, but it is still up to the town to make sure people are trained properly as these pieces of equipment specialized for the desert temps and terrain. He added that if the equipment goes to the Highway Dept. after a year, they too would have to be trained.

D. Kerr mentioned that they were down a fulltime officer and a part-time officer and wondered how they were going to be able to train police when the patrols have been cut back. E. Tasker felt that the first thing to do is to develop a training program and Haynes explained that the Chief has to do this; that it's his responsibility and that he's known that from the start. E. Tasker asked if the highway crew

could start the vehicles and operate them and Bill stated again that they could not – that it's only the police that can do that for the first year. He also cautioned that if the equipment is not maintained, it would cause even more damage. D. Kerr mentioned that the Chief had told them he had put in for a troop carrier cargo truck and wondered what the status was on that. Bill told the group that he had disapproved that acquisition because it didn't have a direct need that would pertain to the department. D. Kerr asked if a warming tent had been acquired and Bill said that it had, but it wasn't here yet. Bill stated that he felt the Chief was trying to do right by the town in getting these things, but maybe was a little overzealous with ordering stuff. G. Preston mentioned that the town could use traffic counters and radar/speed detector signs. Bill told the Board that just about anything you can think of, it's there. P. Tiede asked if there was a list of the items the Chief had already acquired and Bill handed them a printout.

**Public Input:** 6:09 p.m. Bruce Grey suggested that the Emergency Management Director, Wayne Santos, who is also a Lt. Colonel, be contacted to do the CDL training and that possibly the National Guard site in Strafford might be available. In another matter, Bruce informed the Board that he had purchased a bow from a store for the Archery Program and when he went to pick it up, he found out that a person who had been in the store when he explained why he needed a bow, along with the store owner had gone in together and donated a second bow with 3 arm guards etc. (a value of \$300). D. Kerr asked for the name(s) so the Town could send a thank you and Bruce said it had already been taken care of. Kerr commented that the Town should still send a personal thank you and Bruce stated that this was not Town equipment, but rather it belonged to the 4-H.

Bill Haynes asked if the Town had a Drug & Alcohol Program in place and if so, were employees required to be tested when they were in any accident with a town vehicle. Karen stated that they had a program and testing was the requirement. Acting Fire Chief Shawn Mulcahy asked if it was required of all vehicle accidents or just CDL drivers and Karen stated that it was anyone driving a town vehicle. Closed: 6:18 p.m.

**New Business:** The Board reviewed the monthly Fire Rescue reports and schedule, the results of the Gov Deals auction, and the Building Inspector's reply on the police department steps. Acting Fire Chief Shawn Mulcahy informed the group that as far as the government surplus items were concerned, if it was something they absolutely could use, he would be okay with that but otherwise he was not getting into this program. Shawn next stated that Eversource will cut the hazardous limb off the tree at the Parade Station but it would be up to the Town to remove the rest of the tree. D. Kerr stated that he had looked at the tree and felt the Highway Dept. could take it down. Shawn inquired about the State Fireman's Association invoice and explained that it was an insurance policy for firefighters to assist families after a line-of-duty death. He told the Board he understands that this is a disability policy that the other employees don't get, but added that it does enable him to get a discount when he sends his people for training. The Board determined they would discuss it later in the evening.

The Acting Chief next reported that a part for the new ambulance is backordered and they may not get delivery of the ambulance until January. He told the group that a typical ambulance replacement is 10 years, but the boxes are holding up really well, and the company that built the ambulance will lift the box off and put it on a new chassis (saving the Town a lot of money). He also felt that with the savings, they could replace the ambulance in 7 years (as the last 3 years of a 10 replacement plan is when you typically see the most maintenance costs). Shawn reported that the current ambulance was back in service and that it was not the pump but rather that it was a lot of sensors that had to be replaced. He next spoke about the radios and commented that there was \$15,000 in his budget line for radio equipment, air packs and turn-out gear. He would like to leave \$15,000 in that line for next year and replace a certain number of radios each year. E. Tasker told Shawn that the Board had talked about this and they would like to see an Expendable Fund created so if some equipment had to be replaced throughout the year, they would be able to do so.

E. Tasker asked the Acting Chief how he would feel about sharing the cost of a tower truck with Pittsfield and Shawn stated that he has always been an advocate of regionalization and was all for it. Shawn told the group that Engine #1 had an electronic issue that he fixed but it was over \$500. D. Kerr asked if he inspected it at the same time and Shawn stated that he did. Shawn felt that the fire vehicles should not be inspected locally, especially where they wouldn't be required to be done again until next September (2016).

D. Kerr made a motion that the Town accept the three properties that were deeded to the Town and E. Tasker seconded the motion. Tasker mentioned that the properties have to be inventoried (where 1 is a house), the locks changed and "No Trespassing" signs be posted. P. Tiede asked who normally does this and D. Kerr stated that it is usually him, but the Highway Dept. inventoried and emptied the last house they deeded (after the 3 year period). The Chairman asked for a vote on the motion and it passed with a unanimous vote.

**Correspondence:** The Board reviewed the Legislative Bulletin, a letter from the Town of Pittsfield, inquiring about sharing a position for a Deputy Building Inspector and miscellaneous correspondence.

**Old Business:** The group discussed CIP projects and Karen asked that they consider submitting one for a new Town Hall just to have on the list where the original committee that studied all the town buildings determined that the Town Hall had the most critical needs, with the police department being second.

At 7:03 p.m. P. Tiede reminded the Board of Bill Haynes' comments regarding a training plan and suggested that they direct the Chief to create/obtain one. E. Tasker suggested that they instruct the Emergency Management Director (EMD) to do it and R. Duane felt that it would be letting the Chief off the hook, as it is only the Chief that can order from the government site and he knew he had to have a plan from the beginning. P. Tiede mentioned that Kingston has a plan in place already and they should be contacted. D. Kerr told the group that there was a fulltime highway employee that trains people on

tractor trailers. E. Tasker asked if there could be a compromise and have both the EMD and the Chief work together on it. D. Kerr mentioned that the Town did not need a warming shed that would have to be assembled, then have a generator hooked up etc. when they had a shelter here at the Town Hall (that has a generator, bathroom facilities and a kitchen). P. Tiede made motion to direct the Chief to get a training plan done and a program started and to talk with the EMD for assistance. D. Kerr seconded the motion and it passed with a unanimous vote.

R. Duane said that he felt the Loader was a good deal as our current one might not make it through the winter. D. Kerr commented that he was not aware of our Loader being that bad and that they were told it would be the next item to be replaced. The group talked about the low bed trailer being used to transport the grader noting the work involved not only in loading and unloading but also in storing the stuff. D. Kerr pointed out that there were several projects that have never been completed from last year such as the SOP's for the police department, the physicals for the fire rescue and the fact that the police is not fully staffed but yet a lot of time is spent on this government site. Both P. Tiede and R. Duane agreed and P. Tiede added that the Chief had a certified part-timer from Alton that wanted to come on but nothing had been done. R. Duane commented that the fulltime vacancy had not been advertised either.

P. Tiede mentioned that the police department has a facebook page (that was not approved by the Select Board) and it advertised that the Police Chief will be having coffee and tea socials on the second Tuesday of every month. Her concern was that the Chief was announcing the names of two "facilitators" to the Community Watch and didn't know if that carried any liability for the town. It was mentioned that the Board had not been informed of the creation of a Community Watch program and D. Kerr stated that the Crime-Line is a State program that is free.

**On a motion** to go into non-public at 7:21 p.m. per RSA: 91-A 3II (c) made by D. Kerr and seconded by P. Tiede; the Board voted: G. Preston, yes; P. Tiede, (not present for the vote); R. Duane, yes; D. Kerr, yes; and E. Tasker, yes. The Board came out of the non-public session at 7:35 p.m. and **on a motion** by P. Tiede and seconded by E. Tasker; the Board voted unanimously to seal the minutes.

Karen asked the Board about registering or insuring the government surplus vehicles and they determined that it would not be done yet. The Board reviewed the budget expenses to date and E. Tasker noted that Shawn's time was not coming out of the Chief's line. It was also requested that the words "Fulltime" on the Fire Chief line be removed. R. Duane asked if there was an update on the New Road Mitigation Project and Karen reported that the engineer had requested the maps needed for part of the required documentation. Karen also stated that a check in the amount of \$4,000 will be cut for the engineer as the retainer amount.

**Adjournment:** The meeting adjourned at 7:46 p.m. on **a motion** made by P. Tiede, seconded by D. Kerr; and passing with a unanimous vote.

Respectfully submitted,

Karen Montgomery, Selectmen's Administrative Assistant & Office Manager

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Gordon Preston, Chairman

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Priscilla Tiede, Vice-Chair

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Richard Duane

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David Kerr

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Edward Tasker