

**TOWN OF BARNSTEAD**  
**TOWN HALL**  
**SELECTMEN'S MEETING**  
**MINUTES OF SEPTEMBER 8, 2015**

**Attendance:** Chairman Gordon Preston, Vice-Chairman Priscilla Tiede, Edward Tasker, Richard Duane, David Kerr, and Francesca Latawiec, Recording Secretary. Bruce Grey, an alternate member of the Planning Board and the Space Committee, James Doucette, the Road Agent, and Shawn Mulcahy, Acting Fire Chief were also in attendance.

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

**1. Signatures:** A. There was a brief discussion regarding the Payroll and Weekly Manifest items. P. Tiede made a motion to direct Gordon Preston to sign the paper work, including the MS 60 Audit, and vacation slips. The motion was seconded by D. Kerr. It passed unanimously.

B. Minutes of 9/01/2015. The Board reviewed and unanimously approved the minutes.

C. Inter-Office Memos/Letters/Forms. There were no memos, letters or forms discussed.

**2. Appointments:** 5:00 pm. Discussion with James Doucette, Road Agent about the potential Road Bond. G. Preston explained that the Board has received some bond information for consideration. The Board discussed the potential costs between options for a 10, 15, or 20 year bond. G. Preston reminded the Board that any proposal would have to go before town meeting.

**Highway Department Discussion:** J. Doucette, Road Agent, explained that current cost estimates for road maintenance and upgrade is based upon the relatively low cost of petroleum. There is a direct correlation between the cost of petroleum and that of asphalt. Future costs may be different. He has a five man crew, and it would take them 2 – 3 years to complete the culvert work, ditching and tree work. There is a need to improve the road base as well. R. Duane stated that the Highway Department should not be in the road building business. He feels that their focus should be on maintenance, mowing, ditching, gravel, cutting tree canopy, drainage and culverts. The town now has good equipment and should make good use of it with the crew that it has. G. Preston inquired about the number of culverts that were required on Pitman Road and J. Doucette replied that there were seven. He explained that a lot of this maintenance has not been done in a long time, and the need to do this work is great. P. Tiede observed that road

work in her area had been done on a cycle that is not occurring regularly now. J. Doucette explained that he is trying to get back on that cycle. The Board agreed that the roads have been neglected, due to underfunding. There was discussion of the necessary canopy work. J. Doucette stated that this is the first year in his 15 years with the Department that they have done any canopy work, excepting some work on John Tasker Road a couple of years ago.

E. Tasker arrived at 5:12 pm.

P. Tiede asked how the canopy work could be safely done. J. Doucette replied that you would either need someone up in a bucket truck, which is labor intensive, or to utilize an attachment for the excavator. He explained that hiring a local contractor with a bucket would cost \$125 per hour. J. Doucette is proposing that the town purchase the attachment for the excavator (approximately \$20,000) which would have a reach of about 30 feet and consist of huge clippers that can cut a 16" diameter tree. It can also cut trees on the ground efficiently. There is \$15,000 in the tree cutting budget for this year. The work could be done in the winter and chipped when other road work cannot be done. He will have a much better idea of what work needs to be done when he gets the culvert report in. To hire out the work to someone with a bucket would only get about 15 days of service. The attachment would be an investment for years to come.

There was discussion of possibly working with Asplundh to do canopy work for the town simultaneously when they are working on the easements for PSNH. J. Doucette has a good working relationship with Asplundh, however working with the town may not fit in with the timing of their contract arrangements with PSNH.

Shawn Mulcahy of the Acting Chief of the Fire Department arrived at 5:20 pm.

There was further discussion of the bond. J. Doucette referred to a 6 year plan that he had submitted to the Planning Board. The plan was done with today's prices. These could not be guaranteed 6 years down the road. D. Kerr observed that the plan would require about \$350,000 a year for the next 6 years; adding that Parade Road and Gray Road work could take up a lot of the budget.

E. Tasker asked how the addition of another full time employee would affect the working of the Highway Department. J. Doucette replied that he has 3 major pieces of equipment the grader, the backhoe, and the excavator. The person on the grader needs a second person to work with him, picking rocks and helping with the culverts. Both the backhoe and excavator operators need a truck driver. There is a need to also have someone

available to operate the new mower. An additional person would help to optimize use of the equipment that the Department has.

E. Tasker attended a meeting for the school and they are going ahead with an expansion for the elementary school. He was concerned that there could be two bond issues before the town at the same time. J. Doucette's concern about the bond would be having adequate time to do the prep work in advance, such as having adequate erosion controls in place prior to doing the work. He wants to make sure that things are done right. He thinks that the idea of a bond would be great if he could guarantee that the Department could do ten miles of roads in two years, but he cannot do that at this time. He will be in a much better position to make an informed decision once he receives the results of the culvert inventory report. He could also get a quote from EARTH on doing the road work. The town generally does the culverts, ditching and tree work. D. Kerr mentioned that Pittsfield has a lot of numbered state highways that are taken care of by the state. Barnstead has accepted a number of roads that they are responsible for. Pittsfield only has around 28 miles of gravel roads to maintain, where Barnstead has close to 60.

J. Doucette emphasized that chip sealing, sand sealing, and crack sealing desperately needs to be done. Traffic counters were put out today on Beauty Hill Road, Parade Road, Shackford Corner Road, and Garland Road. E. Tasker stated that it is important to focus efforts on the most highly traveled roads. The Select Board discussed that they were moving away from the idea of the bond at this stage as they want to avoid spikes in the tax rate.

There was discussion about the various questionnaires that have been sent out by the town. The Board discussed consideration of potential use of the land behind the town hall or the land on Hannah Nutter Road for either school or municipal office purposes.

There was discussion about the culverts on Varney Road. J. Doucette will arrange a meeting with DES about the vegetated filtration requirements for culverts before runoff reaches a surface water body. He believes that it is around 250'. The problem is that private individuals have put extensions on some of these culverts to the water bodies in some instances and the town does not have any easements or right of ways over these areas. It was suggested that J. Doucette contact DES, and perhaps involve town counsel in the issue for advice.

J. Doucette was not able to obtain a knotweed permit from the Department of Agriculture (DOA) for this year. In order to issue a permit, a representative from the Department must come out and document locations of occurrence of the knotweed in town. In order to expedite this process, J. Doucette put together a report with maps, photos, GPS

coordinates, tax map and lot number etc. documenting the knotweed locations in town. He submitted this report to DOA today and there is a company in Epsom that is helping with the town's application. It is an annual application for the eradication of knotweed, which spreads by rhizomes. The spraying cannot be done until after the plant goes to seed, in order to protect the honey bees. The spray will not kill the bees, but will ruin the honey. It is a proactive approach that can take up to three years. The knotweed really took hold after the disturbance from the tornado, a few years back. He proposes a technique called "smothering" that cuts the plant down and covers it with black plastic.

E. Tasker asked about employee evaluations; suggesting that they should be done one per week, or every two weeks and be complete by the end of the year.

**3. Public Input:** 6:15 p.m. B. Gray reported from the Space Needs Committee. They are preparing a report for Town Meeting. Needs and options for the Town Offices and the school will be discussed. He stated that the rental on the modular classrooms that were not bought by the Town comes to \$50,000 per year. The issue with purchase was removal and disposal. The units could have been utilized for Highway Department office space or storage. He took responsibility for the discussion of the possibility of locating the Town Offices and the school in the same building. The issue of having to fund the new roof for the school is a reality, and will cost around \$400,000.

**Fire Department Discussion:** Shawn Mulcahy, Acting Fire Chief presented that he has the budget done and was targeting for a zero increase, however, there are presently huge needs and deficiencies. He is using creative funding planning to keep financial costs to a minimum. Replacements on turn out gear, personal equipment are required every ten years and the current turn out gear was purchased in 2008, under a grant. This is due for replacement in 2018 at a cost of \$2,850 per set. This line item in the budget allows some money for routine repairs. The gear is thoroughly cleaned after each fire, and tested annually. The cleaning allows the gear to be able to pass the annual test. The cleaning of the gear is extensive, and takes about a day.

Some turn out gear sets will be replaced this year, maybe eight sets next year. The rest of the sets, which are required, will be done in 2017 – 2018. All active interior firefighters have two sets. The less active fire fighters do not have 2 sets. The equipment must be sized to the individual, so there are no spares. Since all of the existing equipment was purchased through grants, it is S. Mulcahy's intent to phase replacement of the gear over a number of years as a line item. This will help to avoid having all of the gear being required to be replaced in 2018, at a considerable cost. Shawn noted that the budget has gone down on some items.

Communication equipment was also purchased with grant monies, and is now obsolete. Some communication equipment will be included in the purchase of the new ambulance, and is included in that line item. The plan is to purchase two dual head, two single head and five portable units each year. The shortage of equipment will require some creative management of where the equipment is located. Some may need to be available for spare parts, because parts are not available from the manufacturer.

The air packs that the Department has are 14 years old, and were also purchased through a grant. They are obsolete, and of different generations. It is imperative that this equipment be consistent generations, current and fully operational to insure safety and efficiency. There is a need for 35 air packs to accommodate all positions. The air packs are rechargeable, and last a fire fighter less than an hour. There was discussion of eliminating the two air packs available on each ambulance. That is possible, however, the air packs have proved to be very useful on many emergency response calls.

At a future date S. Mulcahy would like to talk with the Select Board about the following future warrant articles: Increasing the apparatus purchases from 40 – 70%; replacing Engine 1 on schedule; and 15 year lease prices on new air packs. D. Kerr asked about future possibilities for fire fighter grants and S. Mulcahy plans to enroll Stacey in a grant writing class in order to have the capability to pursue potential options. There are air pack grants available, but the competition is stiff, and Barnstead has already received one.

E. Tasker asked about the proposed increase in the Fire Department budget. The response was 6%, if that. The target was 0%, but the needs are great. S. Mulcahy is proposing improved use of portable radios. He has 12 batteries that are less than 80% capacity, and are not even holding a charge for an hour during a fire. Replacement of these batteries are under the line item of equipment maintenance/repair in his budget and the cost of purchase would be \$1,180 for all 12; increasing the communication capability of the Department. As the annual replacement of the old radios progresses, the Fire Department will be able to give the old ones to the Highway Department for their use. D. Kerr made a motion to authorize the purchase of twelve batteries for the portable radios for \$1,180 under 6-430 (equipment maintenance and repair line item) of the Fire Department's budget. The motion was seconded by G. Preston and unanimously approved by the Select Board.

The new ambulance chassis for the ambulance is being delivered to New Jersey to have the ambulance mounted on it. There is a 15 week delivery time and S. Mulcahy will let K. Montgomery know when the invoice for that purchase will be available. S. Mulcahy is proposing the expenditure of \$14,785 for the purchase of the Stryker cot for the new

ambulance out of the ambulance lease purchase total of \$200,000. Training comes along with that package. The original quote was for \$18,600. P. Tiede made a motion to authorize the purchase of the cot for the new ambulance for \$14,785 out of the ambulance lease purchase total of \$200,000 of the Fire Department's budget. The motion was seconded by R. Duane, and unanimously approved by the Select Board.

S. Mulcahy is proposing the expenditure of \$1,200 for the purchase of a lock secure drug box for the new ambulance under the durable equipment line item of the Fire Department's budget. There were problems down loading the data from the box in the old ambulance, it is 14 years old, and parts are no longer available for it. The drugs in the box are not narcotics, they are owned by Concord Hospital. State of NH protocol requires a key lock and a code lock on such boxes. P. Tiede made a motion to authorize the purchase of the lock secure drug box for the new ambulance for \$1,200 out of the durable equipment line item of the Fire Department's budget. The motion was seconded by D. Kerr, and unanimously approved by the Select Board.

S. Mulcahy reported that his personnel evaluations are scheduled. The fireworks went well, they started a little early, but was a great show. American Thunder was the company, the Fire Department stayed with them until they were done. The next day, the Carr's were not happy with the debris from the fireworks that was left in their field. The Fire Department had to respond to an emergency ambulance call early that morning and were unable to go to the Carr's property until after the call, but completed the clean up to the owners' satisfaction.

S. Mulcahy attended Drug Policy Training in Concord today and based upon what he learned, he will be proposing revisions to the Personnel Policy Manual to bring the Town into compliance. There have been problems with the state cancelling appointments three times, with an applicant, who is applying for a Level 1 EMT position that would really benefit the Department.

There is a need to find out how much money is left in the budget for cistern repair. S. Mulcahy will be in touch with Bryan Locke to see if he can use his hydraulic cement repair procedure on the cistern on Wes Locke Road. There will be a new cistern well installed for the commercial project that was recently approved by the Planning Board on Route 28. There was discussion about the cistern well that was supposed to be constructed on Parade Road.

S. Mulcahy brought up the difficulty of access to Class VI roads for service calls for fire protection. There is also a concern about future fire lanes for roads like Hartshorn Road, Clark Road and Crown Point Road. He is concerned about wild fires from lightning that

are 50 – 100 square feet and can burn up to 24 inches in the ground. D. Kerr asked if the Fire Department could use a new 36,000 BTU air conditioning unit and Shawn stated they could. There was a brief discussion about a generator for the school and also about the Fire Chief's position.

**3. Signatures:** D. Kerr had a question about the Police Department having part time people working on the DWI patrol program that is funded by a federal grant and which, according to the contract, part time people cannot be paid overtime. There needs to be a discussion with the Police Chief about the time keeping system for the project, which duplicates that of the Town. The Select Board may need to recover money that was paid out, if individuals have been overpaid. The Board should request that the individual involved come in to talk with them at one of their meetings.

**4. New Business:** G. Preston reported that no projects are proposed for Barnstead in DOT's ten year plan, and that funds are not currently available for potential projects. The Board reviewed a memo giving a list of dates that EMD Wayne Santos was available to hold the final LEOP meeting. G. Preston noted that he could do this on October 30, 2015. D. Kerr reported that he attended the Planning Board meeting on September 3, 2015 as the Select Board's ex-officio representative on the Board. The non-residential site plan review application for the Dollar General project was approved by the Board with one member of the Board voting in opposition. The application met all of the requirements of the Site Plan Review Regulations, with a few contingencies that are spelled out in the approval for the project. A number of members of the public testified at the public hearing for the project. A petition in opposition to the project was presented at the public hearing and entered into the public record.

**5. Requests for 2016 Funding:** There have been requests in the past from the Red Cross. Discussion on requests will be discussed during budget time.

**6. Correspondence:** No correspondence was discussed.

**7. Old Business:** No old business was discussed.

**8. Legal (Non-Public):** On a motion to go into non-public at 7:22 p.m. per RSA: 91-A 3,II(d) made by D. Kerr and seconded by R. Duane; the Board voted: G. Preston, yes; P. Tiede, yes; R. Duane, yes; D. Kerr, yes; and E. Tasker, yes. The Board came out of Non-Public Session at 7:30 p.m. and on a motion by P. Tiede, seconded by D. Kerr, the Board voted unanimously to seal the minutes.

**7. Adjournment:**

The meeting was adjourned at 7:31 p.m. on a motion by P. Tiede, seconded by E. Tasker and passing with a unanimous vote.

Respectfully submitted,

Francesca Latawiec, Recording Secretary

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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