

1  
2  
3  
4  
5  
6

## MINUTES OF THE BOARD OF SELECTMEN

7  
8  
9

### MEETING OF April 2, 2007

10 The Board of Selectman held a meeting on Monday, April 2, 2007, the Salem Town Hall, 33  
11 Geremonty Drive, Salem, New Hampshire.

12 **PRESENT:** Chairman Everett P. McBride, Vice-Chairman, Elizabeth A. Roth, Secretary, Arthur  
13 E. Barnes, Selectman Michael J. Lyons, Selectman Patrick Hargreaves, and Town Manager, Dr.  
14 Henry E. LaBranche.

15  
16  
17

#### **CALL TO ORDER**

18 Chairman McBride called the meeting to order at 7:00PM with the Pledge of Allegiance.  
19 Chairman McBride then introduced the Board members and Town Manager Dr. Henry E.  
20 LaBranche.

21 Chairman McBride stated that interviews were held this evening and board members were  
22 appointed to the ZBA, and the Council on Aging.

23  
24

#### **1. MEETING MINUTES**

25  
26

##### **MOTION: by Selectman Barnes**

27 *To accept the minutes of March 19, 2007 as printed*

28 **SECOND: Selectman Lyons**

29 **VOTE: 5-0-0**

30 The motion carried.

31  
32

##### **MEETING MINUTES**

33  
34

##### **MOTION: by Selectman Barnes**

35 *To accept the minutes of March 26, 2007 as printed*

36 **SECOND: Selectman Lyons**

37 **VOTE: 5-0-0**

38 The motion carried.

39  
40

#### **2. CHAIRMAN'S COMMENTS**

41 Chairman McBride informed the board that he had received a resignation letter from Mr. George  
42 Jones of the Conservation Commission, and read it to the board. He noted an appointment would  
43 not be made to this board until after April 2007.

44  
45

#### **3. BEVERLY GLYNN – HISTORIC DISTRICT COMMISSION**

Mrs. Glynn highlighted the following items in her memo, which she would be requesting:

- 1) Research on cemetery on Atkinson Road, mapping and graphing of plots

- 1                   2) Requesting a letter from the Board of Selectman to join the State register for the  
2                   Commission  
3  
4                   3) Requesting help to clean up School Building #5 for June 20, 2007, Country Day  
5                   School Association of America Museum Tour  
6  
7                   4) Informed the Board that the Museum was now open on Monday's from 2-5pm,  
8                   and noted the next speaker would be Mr. Howie Glynn on April 10, 2007  
9

10 Dr. LaBranche encouraged endorsement of all proposals as presented.  
11

12 ***Input from the Board members:***

13 Selectman Hargreaves asked that the volunteer's who wish to help with the clean up effort use  
14 the forms recently created for volunteer participation.  
15

16 Selectman Barnes and Selectman Roth indicated that they would authorize/support a letter from  
17 the board to support Mrs. Glynn's recommendations.  
18

19 **Discussion:**

20 Selectman Roth asked if we would be asking for funds for the Old Salem Depot restoration and  
21 be placing on State register. Mrs. Glynn replied no, we would be waiting until a committee was  
22 formed, and highlighted their main concern was the Historic District.  
23

24 **MOTION:** Selectman Lyons

25 ***Move to authorize letter from the board to join the state register, clean up for the Country Day***  
26 ***School Tour, and to authorize research, mapping an plotting for the Atkinson Cemetery***

27 **SECOND:** Selectman Roth

28 **VOTE:** 5-0-0

29 The motion carried unanimously.  
30

31 **4. ASSESSOR'S REPORT - REVALUATION**

32 Dr. LaBranche commented that the newspaper article about the Town of Sanbornton was  
33 included in the Selectman's informational packet that was sent to him by Ms. Cote. He further  
34 stated that Vision performed the commercial revaluations and that Mr. Pelletier and his staff  
35 performed and reviewed the Town revaluations.  
36

37 Mr. Norm Pelletier, referenced the attached memo, and offered an overview of what transpired,  
38 noting this was the first update since 2000, and future revaluations would be completed every  
39 five years. He noted that 95 abatements had been processed and 126 had been received. Mr.  
40 Norm Pelletier stated the average adjustment was \$188.00 per abatement, 95 abatements  
41 involving a total dollar value of \$17,880.00, and a 1% differential, which was not unusual. Mr.  
42 Norm Pelletier noted we had improved in all three categories regulated by the DRA.  
43

44 He stated that the Sanbornton revaluation was not similar to Salem, as there was a question of  
45 documentation and the time span used to obtain the revaluation numbers. He further stated that  
46 at this time no revaluation adjustments would be made, and noted he would become concerned if

1 we reached a 120 % valuation ratio. Mr. Norm Pelletier added that adjustments were made on a  
2 yearly basis, and commented that the assessors were at a disadvantage when revaluating  
3 commercial properties, as income and expense statements were not readily available, as well as  
4 numerous outside factors which could affect the values. Mr. Norm Pelletier noted that several  
5 examples, regarding sales prices and assessments were included in the packet to the Board of  
6 Selectman. He also noted that the Assessors were trying to obtain/have compliance legislation in  
7 the House passed for commercial property owners so they are held to the same standards as  
8 residential owners.

9  
10 Mr. Norm Pelletier noted that a complete evaluation would be done in 2011, and noted this  
11 should be budgeted for as the cost for entry is \$15.00 per residence, and we have approximately  
12 9,000 residents.

13  
14 **Public Input:**

15 Mr. Stephen Campbell, 22 Shepard Avenue, commented that Ms. Cote gave two properties to  
16 Dr. LaBranche that were 10% higher in regards to assessments, and asked if any results were  
17 available. Dr. LaBranche indicated no results were available at this time, and noted that the  
18 answer provided to the request was deemed not sufficient.

19  
20 Mr. Stephen Campbell requested the Assessors memo be provided to the Board of Selectman. He  
21 stated that he was also concerned that commercial values went up slower than residential  
22 properties, and felt the numbers for residential may be overstated.

23  
24 Chairman McBride indicated that the Assessor's office made adjustments each year.

25  
26 Mr. Stephen Campbell expressed his concern that the revaluation of residential properties is  
27 looked at.

28  
29 Mr. Norm Pelletier responded that he felt that there was no issue at this time relative to  
30 appraisals, and felt we need to wait until a full cycle is complete.

31  
32 ***Input from the Board members:***

33 Selectman Hargreaves asked how many adjustments were made.

34  
35 Mr. Pelletier replied that a couple of hundred inquiries were received and most adjustments were  
36 due to data errors. He noted approximately 95 abatements had been received /processed to date.

37  
38 **5. DIRECTOR OF ENGINEERING – CAPITAL PROJECTS UPDATE**

39 Mr. Bob Puff referenced the attached memo dated March 30, 2007, and proceeded through each  
40 line item.

41  
42 ***Input from the Board members:***

43 Chairman McBride asked if Millville would be completed. Mr. Bob Puff indicated that would be  
44 completed. Selectman Hargreaves asked how many bids were received on the Taylor Dam  
45 Project.

1 Mr. Bob Puff replied two bids were received. Selectman Hargreaves asked if one was from the  
2 same company performing the Wheeler Damn work. Mr. Bob Puff indicated it was.

3  
4 **Discussion:**

5 Selectman Lyons asked if North Main Street was still a two-year construction plan. Mr. Bob  
6 Puff responded that final completion was expected in 2008.

7  
8 Dr. LaBranche asked Mr. Bob Puff to comment on using the Dodge reports. Mr. Bob Puff  
9 indicated the Dodge report allowed more bids to be received and the bids would be more  
10 competitive.

11  
12 **6. I-93 WIDENING – AGREEMENT FOR ENTRY AND CONSTRUCTION**

13 Dr. LaBranche referenced the agreement and entry contract near Exit 2 on I-93, and noted the  
14 price had not yet been determined. He noted this was similar to the Cross Street contract. Dr.  
15 LaBranche recommended that the Board allow entry to start work, and then come back and agree  
16 on a price for the property.

17  
18 ***Input from the Board members:***

19 Selectman Roth referenced the following line, “in consideration paid.....” noting that if we  
20 wish to sell this property in the future, the language needs to be clarified, as we have not received  
21 the proceeds yet.

22  
23 Mr. Puff stated that this agreement was only to allow entry before the formal transfer, so that  
24 work could be started on drainage and flood mitigation. He sated that this allows the State of  
25 New Hampshire to perform work without transference of the property, as this would need to go  
26 before Town Meeting.

27  
28 Selectman Roth suggests it may be as simple as adding a line that states a promise to purchase  
29 the property in the future, and noted she would not acknowledge receipt of something if we have  
30 not received it.

31  
32 Mr. Bob Puff notes that the consideration figure is usually a dollar and if proceeds are obtained  
33 they are usually phenomenal.

34  
35 Chairman McBride asked what happens to the wetlands when they are created by the State. Mr.  
36 Bob Puff responds that the State would be responsible for the wetland if they follow a similar  
37 pattern to what has happened in the past.

38  
39 Chairman McBride suggested a price be decided on.

40  
41 Selectman Roth reiterates that the language needs to be changed and she is not comfortable with  
42 the way it is currently written.

43  
44 Selectman Barnes commented that the way he interprets this is that we receive nothing and  
45 nothing to be received in consideration, as this just allows entrance to the property.  
46

1 **MOTION:** Selectman Barnes

2 *Move to authorize entry to begin I-93 Widening*

3 **SECOND:** Selectman Lyons

4 **VOTE:** 3-2-0, in the minority Selectman Hargreaves and Selectman Roth

5 The motion carried unanimously.

6  
7 **7. CITIZEN INQUIRY – TOWN MANAGER SALARY**

8 Stephen Campbell, 22 Shepard Avenue questioned the process of how salary was determined for  
9 the new Town Manager position. He commented that there was no vote, and no direction  
10 relative to the February 12, 2007 minutes that were previously sealed. He noted his  
11 dissatisfaction with the response received from the Town Manger regarding the new Town  
12 Manager salary, and would like to know how it was decided.

13  
14 Selectman McBride stated the Board took a vote on March 19, 2007, which validated this  
15 consideration.

16  
17 Stephen Campbell stated this might be in violation of “RSA91-A”, as there should have been a  
18 vote on this matter. He expresses his dissatisfaction with the way this process was handled.

19  
20 Chairman McBride indicated that the order of receipt may have not been correct; however a vote  
21 was taken on March 19, 2007.

22  
23 Dr. LaBranche responded that the new Town Manager salary has been an ongoing process, and  
24 noted that this was not covered under the right to know policy. He noted on February 12, 2007  
25 the search was discussed as well as in house candidates and confidentiality of the process, and  
26 noted this was where the direction was obtained.

27  
28 Stephen Campbell stated his concern was that there should have been a recorded vote on the  
29 salary for the Town Manger, and noted his opposition to the way in which the process unveiled  
30 itself.

31  
32 Dr. LaBranche replied no decision was made, and he was directed to be responsible for the  
33 search for his replacement, and further noted that a public decision was made March 19, 2007.

34  
35 ***Input from the Board members:***

36 Selectman Roth advised that all future correspondence regarding the Town Manager salary be  
37 sent to the Town Attorney to review before any response was issued. She further cited that  
38 compliance with “RSA 91-A” may potentially become a legal issue.

39  
40 **MOTION:** Selectman Roth

41 *Move to have all future correspondence received regarding the new Town Manager salary*  
42 *be reviewed by the Town of Salem Attorney*

43 **SECOND:** Selectman Hargreaves

44 **VOTE:** 5-0-0

45 The motion carried unanimously.

**8. SET POLICE OUTSIDE DETAIL RATES**

Dr. LaBranche noted the 3% increase in rates. Dr. LaBranche stated that the Town does not want to lose money, noting the billing rate differential and has reconsidered the rate after comparing it to the surrounding towns of Atkinson and Derry. He stated the recommendation would be \$42.00 an hour for outside police detail rates.

Chairman McBride asked if the cost with the vehicle rate would be \$ 42.00 plus \$9.00.

Dr. LaBranche replied yes this was correct, as we added a dollar to the billing rate, which had been at \$8.00 for several years.

**MOTION:** Selectman Hargreaves

*Move to accept Town Mangers proposal on increase in rates for Outside Police Detail.*

**SECOND:** Selectman Barnes

**VOTE:** 5-0-0

The motion carried unanimously.

**9. TOWN MANAGER'S REPORT**

Dr. LaBranche informed the Board of the next round of promotions, which were outlined in a memo, and noted more retirements would be forthcoming. He also noted the memo regarding changes in treatment at the water plant, which was sent to Commercial Operations relative to EPA requirements, and noted a meeting would be held April 11, 2007.

Dr. LaBranche also noted the memo circulated regarding the modifications for certification for the SPAA unit.

Dr. LaBranche further commented that there was a memo circulated for the reconsideration of a rehearing, "677-2" received from Attorney Bernard Campbell regarding Article 12 with respect to rezoning land on Pelham Road. He noted that a re-hearing must occur within 30 days of receipt of petition, and if action was to be taken as deemed by the Board of Selectman, a special Town Meeting must be held. He recommended that the petition be heard on April 23, 2007. He added that Article 12 failed previously with a vote of 46 %.

***Input from the Board members:***

Selectman Hargreaves requested that residents be notified of the rezoning on Pelham Road.

Dr LaBranche indicated that this would be done.

**10. SELECTMAN'S REPORTS/CORRESPONDENCE**

Selectman Hargreaves requested a training seminar be held for Town employees on customer service as he received several complaints.

Selectman Hargreaves asked that a list of requirements for vehicle registration and voter registration be placed on the Town of Salem website for new residents.

1 Selectman Hargreaves asked if there was a way to inform the Board Members of new  
2 promotions and decisions that affect the Town.

3  
4 Selectman Hargreaves referenced the many small businesses in Town and suggested a network  
5 be formed where they could obtain information and guidance as many do not want to join the  
6 Chamber of Commerce. Dr. LaBranche indicated that the Community Development Department  
7 would be setting up a committee for small businesses, and a proposal would be forthcoming for  
8 Economic Development Council, which could interconnect all businesses.

9  
10 Selectman Roth advised the Board that she sits on the board that is developing a program.

11  
12 Selectman Hargreaves asked if there was a fee to belong to the Chamber of Commerce. Dr.  
13 LaBranche responded no, we were honorary members.

14  
15 Selectman Hargreaves advised proposing Sunday fees, for small businesses, which had been  
16 brought up in previous years.

17  
18 Selectman Hargreaves asked if School and Town District purchase orders could be combined to  
19 lower expenses, specifically supplies. Dr. LaBranche commented that prices were similar, and  
20 that there were not enough common items used that could reduce costs, however copy paper is  
21 combined presently. He further indicated that oil purchases were combined, and noted that the  
22 Town looks at cost savings measures and would be happy to revisit that circumstance.

23  
24 Selectman Hargreaves noted he read an article in the Lawrence Eagle Tribune in reference to  
25 abatements and the Selectman's Activities.

26  
27 Dr. LaBranche added that abatements were issued on facts.

28  
29 Chairman McBride asked Selectman Hargreaves to be a representative for the Field of Dreams.

30  
31 Selectman Hargreaves accepted.

## 32 33 **11. OLD BUSINESS TABLED/PENDING**

### 34 35 • **Additions and/or Requests by Public or Board by Vote**

36  
37 Mr. Bill Carter, 61 Lake Street would like to recognize Bill Valentine for his commitment to the  
38 community and the Conservation Commission by naming a bridge after him. He also invited the  
39 Board of Selectman to attend Mr. George Jones send off on May 2, 2007. Chairman McBride  
40 advised that Mr. Bill Carter speak to Dr. LaBranche regarding the naming of the bridge as well  
41 as to the Conservation Commission.

### 42 43 • **UPCOMING MEETINGS**

- 44       ▪ April 9, 2007
- 45       ▪ April 23, 2007
- 46       ▪ May 7, 2007

- 1                   ▪ May 14, 2007
- 2                   ▪ May 21, 2007
- 3

4   • **UPCOMING EVENTS**

5

6 **MOTION: Selectman Hargreaves**

7 *To move to adjourn the meeting*

8 **SECOND: Selectman Barnes**

9 **VOTE: 5-0-0**

10 The motion carried unanimously, and without further business, Chairman McBride adjourned the  
11 meeting at 8:49 PM.

12

13 Notes/Minutes Taken by:    Catherine Kupa, Recording Secretary

14

15 Approved:                   Board of Selectmen

16

17 Date:                         April 23, 2007