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**MINUTES OF THE  
BOARD OF SELECTMEN**

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**MEETING OF  
October 1, 2007**

10 The Board of Selectmen held a meeting on Monday October 1, 2007, the Salem Town Hall, 33  
11 Geremonty Drive, Salem, NH.

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

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16 **ABSENT:** Secretary Arthur E. Barnes

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**1. Transition of Town Manager**

23 The Board of Selectmen met with Dr. LaBranche and new Town Manager, Mr. Jonathan  
24 Sistare in the first floor conference room at 6:30 p.m. to welcome Mr. Sistare and discuss his  
25 schedule for the coming weeks. Mr. Sistare explained he would be making it a priority to get  
26 to know his staff and the Board of Selectmen. Dr. LaBranche informed the Board what his  
27 schedule would be as consultant over the next week which included work on the health and  
28 labor contracts with the various unions, and hand over to Mr. Sistare.

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Chairman McBride adjourned the meeting at 6:55 p.m. to re-convene in the Knightly Room  
for the regular Board of Selectmen meeting.

**CALL TO ORDER**

Chairman McBride called the meeting to order at 7:00 p.m., stating he was re-convening from  
upstairs. He began with the Pledge of Allegiance and introduced the Board members, Town  
Manager Dr. Henry E. LaBranche, new Town Manager Mr. Jonathan Sistare. He declared the  
public hearing open at 7:02 p.m.

**2. Chairman Comments**

Chairman McBride moved straight into the public hearing.

**3. Public Hearing – Sale of Town Land**

Chairman McBride explained this was the second hearing on the sale of town land as  
requested by Mr. and Mrs. Shum. He provided background on the original request for the  
hearing and informed everyone Mr. Pelletier had obtained, as requested at the last hearing,  
the size of the two lots (5,000 sq. ft. and 4,356 sq. ft.).

Seeing no-one who wished to provide any input, Chairman McBride closed the public  
hearing at 7:05 p.m. opening the meeting up for discussion by the Board of Selectmen.

**MOTION:** by Selectman Hargreaves

*Move to table this matter until the next Board of Selectmen meeting on October 15, 2007.*

**SECOND:** Selectman Lyons

1 Selectman Hargreaves stated he felt a decision should wait until Selectman Barnes was in  
2 attendance.

3 **VOTE:** 4-0-0

4 The motion carried unanimously

5  
6 The Board explained for the benefit of the property owners the process involved, clarifying  
7 that after the two public hearings the matter will appear on the agenda at the next meeting for  
8 the Board to take a vote.

9  
10 **4. Meeting Minutes**

11 **MOTION:** by Selectman Hargreaves

12 *Motion to accept the minutes of the Board of Selectmen Regular Meeting on September*  
13 *10, 2007 as printed*

14 **SECOND:** Selectman Lyons

15 **VOTE:** 4-0-0

16 The motion carried unanimously.

17  
18 **MOTION:** by Selectman Hargreaves

19 *Motion to accept the minutes of the Board of Selectmen Regular meeting on September 13,*  
20 *2007 as printed*

21 **SECOND:** Selectman Roth

22 **VOTE:** 4-0-0

23 The motion to amend carried unanimously.

24  
25 **MOTION:** Selectman Hargreaves

26 *Motion to accept the minutes of the Board of Selectmen Regular meeting on September 17,*  
27 *2007 as printed*

28 **SECOND:** Selectman Lyons

29 **VOTE:** 4-0-0

30 The motion carried unanimously.

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32 **5. Council on Aging – Membership Fees**

33 Chairman McBride provided some background information for the benefit of the public,  
34 explaining the Council on Aging is requesting to institute fees for seniors who are non  
35 resident in Salem and that this request is revenue neutral. Chairman McBride recognized Ms.  
36 Patti Drelick, Director of Senior Services.

37  
38 Ms. Drelick introduced herself and provided the Board with a presentation on behalf of the  
39 Council on Aging, which highlighted some background leading to the current request of  
40 instituting a fee for non residents. She presented supporting factors, as stated in the memo  
41 from the Council on Aging dated August 28<sup>th</sup>, 2007 (attached). She handed out a printout of  
42 the database at the center which provides a snapshot to track who is participating at the  
43 center. Ms. Drelick stated their goal is to send their newsletter to as many senior residents as  
44 possible. She also provided figures on the percentage of participants who are non residents,  
45 the number of new participants who are non residents over last 7 months. She explained the  
46 financial year for dues would be August 1<sup>st</sup> through July 31<sup>st</sup>, suggesting to the Board of

1 Selectmen an annual review of the fee. She also confirmed that the Council on Aging is  
2 comfortable with the dues going into the General Fund and finished by handing out a list of  
3 signatures from members who say they would support implementing a fee.

4  
5 Chairman McBride suggested Ms. Drelick publicize the presentation she recently gave at the  
6 Volunteer awards in order to familiarize people with the volunteer program and how much  
7 money it has generated and saved the Town.

8  
9 There followed a discussion in which Ms. Drelick provided reasons why non residents attend  
10 Centers outside of their own Town and they spoke about fees charged by other centers.

11  
12 Chairman McBride thanked Mr. Ingram for his donation which had led to the building of the  
13 center and clarified that anyone wishing to donate funds to the center is free to do so.

14  
15 A senior resident (who did not introduce himself) rose to inquire when and why the fee had  
16 previously been rescinded and Dr. LaBranche provided an explanation. The gentleman  
17 stated he objected to setting up a fee and Chairman McBride stated his objections were noted.

18  
19 **MOTION:** by Selectman Lyons

20 *Move to approve the establishment of an annual membership fee of \$25.00 for use of the*  
21 *Ingram Senior Center for individuals who are not residents of Salem, NH*

22 **SECOND:** Selectman Hargreaves

23 **VOTE:** 4-0-0

24 The motion carried unanimously

25  
26 Chairman McBride declared a five minute recess at 7:32 p.m. calling the meeting to order  
27 again at 7:40 p.m.

## 28 29 **6. Selectman Hargreaves – Zoning Amendment**

30 Selectman Hargreaves provided information to the Board on the final proposal to the zoning  
31 amendment pertaining to overnight parking of commercial vehicles. He clarified a vote of  
32 the Board of Selectmen was not necessary, stating he would put the proposal before the  
33 Planning Board, and his purpose tonight was to keep the Board informed and up to date. He  
34 explained the research he had done and provided details of the proposed guidelines  
35 (enclosed). He invited Mr. Bill Scott, Community Development Director to comment.

36  
37 Mr. Scott introduced himself, referring to Mr. Maglio's memorandum of September 28<sup>th</sup>  
38 (attached) he explained the principal behind the amendment and pointed out that it would still  
39 be possible to go before the Zoning Board of Adjustment and request a variance.

40  
41 Selectman Roth obtained clarification from Selectman Hargreaves that in neighborhoods  
42 with protective covenants, these would supersede the amendment.

## 43 44 **7. Request for Waiver, SMC 253 - Sewage Disposal Systems & Wells,** 45 **Fred and Antonietta Bourcher, 1 Lakeside Street**

46 Chairman McBride provided some background information on this request for a waiver and

1 asked Health Officer, Mr. Brian Lockard for his input.

2  
3 Mr. Lockard explained Mr. and Mrs. Bourcher are looking to replace their existing septic  
4 system which is failing with an Enviro system which has improved filtration and  
5 recommended the Board of Selectmen grant the waiver.

6  
7 A discussion followed during which Chairman McBride confirmed Lakeside Street may be  
8 hooked up to Town sewer in 2009 and that the property owners would be required at that  
9 time to pay the DBA, although they would not necessarily be required to hook up to Town  
10 sewer at time. Mr. J. Chamberlain, Engineer and local DES agent explained about the  
11 different setback regulations between Town and State and why the disparity exists.  
12 Selectman Roth suggested the Town may wish to change their setback requirements to be in  
13 line with the State. It was pointed out the State has the final say and may reject the request.

14  
15 **MOTION:** by Selectman Lyons

16 *Move in accordance with SMC Chapter 253-14 (Waiver) to grant the request of Fred and*  
17 *Antonietta Boucher for a waiver of the provisions of Salem Municipal Code Chapter 253-*  
18 *I(2), Public Surface Water Supply, to allow the distance of the proposed leach field to be*  
19 *within 44 feet of the Public Surface Water Supply where 100 feet is required and to allow*  
20 *the leach field to be within 44 feet of wetlands where 75 feet is required; further, if*  
21 *connection to the public sewer becomes available to the property at a future date, no*  
22 *waivers will be given and the property owner must connect to the system.*

23 **SECOND:** Selectman Hargreaves

24 **VOTE:** 4-0-0

25 The motion carried unanimously

26  
27 Selectman Lyons asked Mr. Lockard for an update on the mosquito control program, with  
28 Mr. Lockard stating it had been a successful year for Salem with no positive pools or birds  
29 etc.

### 30 31 **8. Salem House Authority – Membership Extension**

32 Chairman McBride provided background information from his packet. Selectman  
33 Hargreaves clarified the extension staggers members' terms.

34  
35 **MOTION:** by Selectman Hargreaves

36 *Move to extend the membership of Housing Authority Commissioner George Maihos to*  
37 *April 2010.*

38 **SECOND:** Selectman Lyons

39 **VOTE:** 4-0-0

40 The motion carried unanimously

### 41 42 **9. Wal-Mart Donation**

43 Chairman McBride explained why it was necessary to rescind the vote to accept the donation  
44 from Wal-Mart.

45  
46 **MOTION:** by Selectman Lyons

1 *Move to Rescind the Vote of June 4, 2007 to accept a donation from the Methuen Wal-*  
2 *Mart in the amount of \$750.00 to be used for maintenance and upkeep of the Field of*  
3 *Dreams Park and Playground.*

4 **SECOND:** Selectman Hargreaves  
5 The motion carried unanimously.  
6

7 **Discussion:**

8 Selectman Roth opened a discussion for clarification regarding whether the Recreation  
9 Department could accept donations on behalf of the Field of Dreams. Dr. LaBranche  
10 clarified in this instance the check had been made out to the Field of Dreams not the  
11 Recreation Department, and Ms. Kamal had merely passed the check on to the directors of  
12 the Field of Dreams.  
13

14 **VOTE:** 4-0-0

15 The motion carried unanimously  
16

17 **10. Set Halloween Trick or Treat Hours**

18  
19 **MOTION:** by Selectman Hargreaves

20 *Motion to hold Halloween Trick or Treat Hours from 6:00 p.m. to 8:00 p.m., Wednesday,*  
21 *October 31, 2007*

22 **SECOND:** Selectman Lyons

23 **VOTE:** 4-0-0

24 The motion carried unanimously  
25

26 **11. Cluff Road Stop Sign**

27 **MOTION:** by Selectman Lyons

28 *Motion to table this matter until the next meeting of the Board of Selectmen on October*  
29 *15<sup>th</sup>*

30 **SECOND:** Selectman Hargreaves  
31

32 **Discussion:**

33 Selectman Roth stated she thought the Board had previously authorized a traffic study, but  
34 that she had not seen a copy of it. Dr. LaBranche clarified for Selectman Roth that the Board  
35 had not in fact authorized a traffic study of the area. He stated that if the Board were to  
36 consider authorizing one he would recommend the sign not be removed until after the study  
37 has taken place.

38 **VOTE:** 4-0-0

39 The motion carried unanimously.  
40

41 **12. Town Manager's Report**

42 Mr. Sistare stated appreciated all the help he has received from Ms. Maureen Witley and Dr.  
43 LaBranche, and looked forward to serving the Town of Salem.  
44

45 **13. Selectmen Reports/Correspondence**

46 Selectman Hargreaves:

- 1           ○ Spoke about a recent course he had attended on Board of Selectmen issues, stating it  
2           had been educational and enjoyable. He pointed out he would have liked to see more  
3           Town employees in attendance.  
4  
5           ○ Stated he would leave applications and brochures for the Salem Holiday Parade at the  
6           Town Hall for anyone wishing to participate. He confirmed the parade would take  
7           place on November 25<sup>th</sup>, 2007 at 1:00 p.m. He invited Mr. Sistare to join the  
8           Selectmen in walking in the parade.  
9  
10          ○ Reported Ms. Diane Paquette had heard nothing further on the Depot train station.  
11          Chairman McBride requested Mr. Sistare ask Mr. Bill Scott to take the matter up with  
12          Beverly Glynn of the Historical Society.  
13  
14          ○ Reported there would be a course on How to Run a Town Meeting taking place on  
15          October 27<sup>th</sup>, 2007 from 8:00 a.m. until 12:30 p.m. at the Local Government Center in  
16          Concord.

17  
18          Selectman Lyons reported the tickets for Dr. LaBranche's party were sold out.  
19

20      • **Upcoming Meetings**

- 21          ○ October 15, 2007  
22          ○ October 22, 2007  
23          ○ November 5, 2007  
24          ○ November 26, 2007  
25

26      • **Upcoming Events**

- 27          ○ October 4<sup>th</sup> Dr. LaBranche's retirement party  
28

29      **MOTION:** by Selectman Hargreaves

30      *Motion to adjourn the meeting*

31      **SECOND:** Selectman Lyons

32      **VOTE:** 4-0-0  
33

34      Without further business, Chairman McBride adjourned the meeting at 8:18: p.m.  
35

36      Notes/Minutes Taken by:     Sandra Maxwell  
37

38      Approved:                     Board of Selectmen  
39

40      Date:                            October 15, 2007