

Town of Middleton  
Board of Selectmen Meeting  
January 11, 2016

Approved By  
Board of Selectmen



Called to order at 6:30 P.M

BOS Members Present: M. Schwarz, J. Hotchkiss, and J. Bailey

J. Hotchkiss, motions to go into non-public per RSA 91-A: 3 a. M. Schwarz seconds, all in favor.

Re-enter public session @ 6:41 Pm. M. Schwarz seconds. All in favor.

J. Hotchkiss motions to seal minutes for 1 year. M. Schwarz seconds, all in favor.

Recess to convene in public session.

Pledge Recited

**Signature Action:**

- J. Bailey motions approve the minutes from 01/04/2016. J. Hotchkiss seconds, . All in favor.
- Cochecho Valley Contract- One is for the humane society and one for the veterinary hospital. May have to do a combination of both. T. Brown would like to utilize the Veterinary Hospital. J. Hotchkiss motions to table for review and discuss at the next meeting 01/25/2016.
- Paperwork for two of the properties sold at last meeting have been signed. All monies have been collected.

**Old Business:**

- **Department Heads:**
  - Highway- Been prepared for the weather, all is good. Asked about cell phone tower contract. Need to do something with the salt shed in the interim. Maybe get a clear span shed for temporary. 20X40 should be big enough. M. Schwarz will look into sheds. T. Brown suggest a warrant article for the board to be able to bond the building of the Highway Garage once the cell tower proceeds begin to come in. Town has 5 years with the current Alteration of Terrain permit. Board of Selectmen are agents to expend from the Highway Building CRF. Possibly put a salt shed down on the new highway site.
  - Police- December 6 arrest, 85 MV warnings. Budget year end is under budget. All yearly training requirements are complete. Strafford County software has been downloaded on the laptop. Property Crimes are down 47%. Society crimes are up. Including officer statistics. Officer McNeil has been filling in for Officer Lamontagne. Laptops in the cruisers will allow Police to access Dispatch Module. Will also be able to run MV plates directly from the cruiser. Will be able to have more productivity.
  - Fire/EMS- Call list provided to the Board. 17 Mutual Aid calls. Rescue turbo has been repaired for \$2700.00. Rescue needs to be run more often to prevent this from happening again. Zoll needs a new charger to charge the batteries within the unit. FD will use the house on Karen Road for smoke investigation training.
  - Town Clerk/Tax Collector- Monthly reports were provided.
  - Welfare- Holiday season was busy, slowing down for assistance.
  - Emergency Management- Been working on the School Plan. School is not cooperating. State Laws require plans. BOS by statue need to set regulations. Board has to set regulations for assembly. Hearing two different opening dates. Need to handle this before it's too late. The Town can adopt federal guidelines.
  - Heritage- Discussion on the OTH Renovation. Will there be sprinklers needed? J. Mullen thinks that the building would be grandfathered. He would like to work with the Fire Chief later down the road on this issue. No plans for heat on the second floor. Building

is currently closed through the winter. They will continue renovation in the spring. Heat is off because there is no furnace. There is an electric heater heating the water heater, so Fire and Highway can have water. Should have two post instead of one when complete. Furnace- has a quote from Dead River, the Heritage Commission believes the quote was high, they are putting the project out to bid. Bid will go out till January 29<sup>th</sup>. J. Hotchkiss spoke about a pellet stove, J. Mullen states that is not going to happen. Decision needed to be made are safety and fire issue, location of bathrooms, storage for chairs and tables, and discussion on what to do with the kitchen. Also still need about \$60,000 of funds to be raised. T. Brown discussed that the second egress cannot be through a kitchen. J. Hotchkiss asked if the Heritage Commission would be asking the townspeople for more funds, J. Mullen does not believe so. Driveway- Would like to change the driveway so water does not run down towards the building. Some of the funds should come from the project funding. Electrical currently is a nightmare. Would like to move the generator away from the building.

- Planning Board- Voluntary Mergers have come in. Planning Board is currently revising the entire Zoning Ordinances. He would like two hearings before town meeting. Any changes would have to be done on the Tuesday portion of town voting. Used Wakefield's ordinances as a guide. J. Mullen spoke about how he went through the current Zoning Ordinances and updated grammar and made sure all current ordinances were included in the packet. Board was provided a copy.
- Village District- All is quiet.
- Zoning- Nothing much happening there.
- School Board- Meeting this week.

#### **New Business**

- Informed R. Washburn that Primary Elections will be held in the Highway Garage. T. Brown states that neither the Highway Garage nor Fire Department has assembly permits.
- File purging- L. Parker brings up all the records in the vault. Invoices from 80's and 90 are still being stored. Town will keep 5 years. L. Parker will look into a shredding company.

#### **Public Participation**

J. Hotchkiss motions to enter into non-public @ 8:24 p.m. per RSA 91-A:3 II i M. Schwarz seconds, all in favor.

J. Hotchkiss motions to re-enter public session @ 9:08 pm. M. Schwarz seconds, all in favor.

Discussion on T. Brown getting paid for the 6 holidays he was not able to use in 2015. M. Schwarz motions to pay T. Brown for the holidays. J. Hotchkiss seconds, all in favor.

J. Bailey discusses possibly paying part time employees holiday pay. L. Parker reminds him that it will then be for ALL part-time employees that would work on any holiday. Discussion then turns to T. Brown still feeling his holiday pay is not being calculated correctly. L. Parker advised the board that she consulted the U.S Department of Labor and they confirmed calculations were correct. T. Brown still states they are not. J. Hotchkiss will look into the wages calculation.

J. Hotchkiss motions to adjourn @ 9:26 PM. M. Schwarz seconds, all in favor.

Respectfully submitted by:

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Laura Parker, BOS Secretary