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**MINUTES OF THE
BOARD OF SELECTMEN**

**MEETING OF
September 8, 2008**

7 The Board of Selectmen held a meeting on Monday September 8, 2008, at the Media Center,
8 Salem High School, 44 Geremonty Drive, Salem, NH.

9
10 **PRESENT:** Chairman Elizabeth A. Roth, Vice-Chairman Arthur E. Barnes, Secretary Michael J.
11 Lyons, Selectman Everett P. McBride, Selectman Patrick M. Hargreaves and Town Manager Mr.
12 Jonathan B. Sistare.

13
14 **CALL TO ORDER**

15 Chairman Roth asked for a moments silence in honor of Mr. Bill Scott Sr., father of Mr. Scott,
16 Community Development Director, who had passed away this week. She called the meeting to
17 order at 7:06 p.m. She then joined the Board in the Pledge of Allegiance, and introduced
18 members of the Board and the Town Manager

19
20 **1. Meeting Minutes**

21 **MOTION:** by Selectman Lyons

22 *Move to accept the minutes of the Regular Meeting on August 25, 2008 as written*

23 **SECOND:** Selectman Barnes

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

25 The motion carried unanimously.

26
27 **MOTION:** by Selectman Lyons

28 *Move to accept the minutes of the Interview Session on August 25, 2008 as written*

29 **SECOND:** Selectman Barnes

30 **MOTION TO AMEND:** by Selectman Hargreaves

31 *Move to amend the minutes to show that Selectman McBride was absent*

32 **SECOND:** Selectman Barnes (for discussion)

33 Selectman Barnes pointed out that Selectman McBride was late to arrive but had been there
34 for the vote. The wording of the amendment was altered as follows by Selectman
35 Hargreaves:

36 *Move to amend the minutes to show on line 19 that Selectman McBride joined the meeting*

37 **SECOND:** Selectman Barnes

38 **VOTE:** 4-0-0 (on amendment)

39 The motion carried unanimously.

40 **VOTE: 4-0-0 (to accept the minutes as amended)**

41 The motion carried unanimously.

42
43 **MOTION:** by Selectman Lyons

44 *Move to accept the minutes of the Non-Public Session on August 25, 2008 as written*

45 **SECOND:** Selectman Barnes

46 **VOTE:** 4-0-0

1 The motion carried unanimously.

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3 **2. Chairman Comments**

4 Chairman Roth clarified which polling areas the Selectmen would inspect prior to the
5 election.

6
7 **3. Depot Train Station – Historical Society Application for Tax Credits**

8 Mr. Sistare explained that the Salem Historical Society, on behalf of the Salem Renovation
9 group, put forward a proposal for a State tax credit program. He stated a donor could make a
10 contribution towards the Depot train station project and obtain 75% tax credit. Dr.
11 LaBranche introduced himself as representing the Historical Society and the Depot
12 Restoration Committee, stating they were seeking the support of the Board of Selectmen for
13 their application to this program and to let the business community know about the tax credit
14 for donations. He provided an update on the status of the Depot train station project.
15 Chairman Roth stated she was excited to work on the Depot Restoration Committee and
16 spoke in support of the project and the tax credit program.

17
18 Selectman McBride joined the meeting at 7:15p.m. Chairman Roth thanked Dr. LaBranche
19 for the update.

20
21 **4. Rail Trail – Survey and Web Update**

22 Mr. Sistare introduced this item, and handed over to Mr. Dave Topham, Vice Chairman of
23 the Salem Bike/Ped Corridor Committee, who introduced himself and Mr. Bill Carter,
24 Chairman of the Conservation Commission. Mr. Topham provided an introductory
25 presentation on what they are doing with the Bike Path Corridor, along with the names of the
26 Committee members and what they are working on. Chairman Roth welcomed everyone and
27 thanked them for attending.

28
29 Mr. Topham explained they wished to have the Board of Selectmen preview the web site
30 they have been developing, stating this was not the final product, and they would like the
31 Board of Selectmen to critique the content and provide feedback prior to September 15, 2008
32 when they go public. Mr. Topham explained what the Bike/Ped. Corridor is, and where it is
33 located. He informed the Board they are working with BHP for engineering assistance. He
34 stated the Bike/Ped Corridor Trail is a regional concept, and although it can be used for
35 recreation, the first goal is to provide transportation, connectivity and access to local
36 residents, getting residents off busy Route 28. He then provided an overview of what is
37 currently on the web site, explaining it is due to 'go live' on Monday. He also stated they
38 would be sending out a survey to obtain information on the concerns of abutters to the
39 Corridor.

40
41 Chairman Roth congratulated the high school student responsible for developing the web
42 site, Mr. Derek Schultz, for his work. She also provided comments on her experience with
43 the survey. Mr. Topham stated they intend to have crossing points across Route 28 and they
44 are looking for input from the residents as to where they would find these most useful.

1 **Discussion:**

2 In response to a query from Selectman Barnes, Mr. Topham confirmed that abutters will
3 receive postcards about the survey and the web site in the mail.

4
5 Selectman Lyons asked whether there were other communities who had developed
6 something similar as a transportation vehicle, and whether there are zoning requirements for
7 these types of projects. He suggested it would be useful to have some place to chain bikes.
8 Mr. Topham responded that oftentimes businesses will provide bike racks as it was in their
9 interest to do so, but he was not aware of any zoning requirements. Mr. Topham requested
10 that further comments and/or suggestions be given to Mr. Scott, Community Development
11 Director for on passing to the Committee.

12
13 **5. 2009 Budget Review – CIP Discussion/Votes**

14 Mr. Sistare provided some explanation of how they would proceed with this part of the
15 meeting. Mr. Puff, Engineering Director introduced the following staff who had joined the
16 meeting to answer questions if required: Mr. R Russell, DPW Director; Ms. C Crescenzi, IT
17 Director; Mr. B Keaveny; Chairman of the CIP. Referring to the joint CIP Committee/Board
18 of Selectmen presentation at the recent hearing, he began by outlining the general
19 recommendations of the CIP Committee.

20
21 Referring to the CIP project list, he explained the priority rating assigned to each project by
22 the CIP and highlighted the comments of the CIP for each. Mr. Puff then handed over to Ms.
23 Crescenzi who provided updates on the Police AS400 Replacement project. She stated the
24 RFQ process is now complete and one qualified vendor was selected and are moving forward
25 with the RFP process. She stated they wished to offer a reduction and new figure of
26 \$274,504 which is as a result of a Department of Justice grant secured by the Police
27 department for the purchase of software. She further reported they are also likely to receive
28 additional savings and reductions from the vendor. In response to a query from Selectman
29 McBride she stated they anticipated that the RFP will be completed by the 19th.

30
31 Referring to the Manor Parkway Booster Station project, Chairman Roth asked whether there
32 was still a matching grant available through the REDC, and Mr. Puff reported he was not
33 aware of any pending grants for this. There was further discussion with Selectman McBride
34 and Chairman Roth, who requested that Mr. Sistare look into the matter and pursue it to see
35 if an opportunity still exists to obtain other funding for this. Chairman Roth pointed out she
36 would like to ensure the CIP are made aware of this opportunity, and Mr. Puff stated would
37 pass this along to the CIP through Mr. Scott. Further discussion took place with input from
38 other Board members and the Town Manager. There was discussion on the 2009
39 recommendations, and the Board agreed they needed to consider the recommendations prior
40 to voting on them.

41
42 In response to a query from Selectman Lyons, Mr. Keaveny stated he strongly agreed with
43 the three year meeting cycle to update the CIP so that the Board can reach out to the
44 community on the long term plan. He stated he saw no need to review the CIP every year.
45 Chairman Roth thanked Mr. Keaveny and the Committee for their work.

1 As suggested by Selectman McBride, the Board agreed that the Town Manager's office should
2 send a letter of appreciation to Mr. Schultz from the Town for developing the Bike/Ped Corridor
3 web site, for inclusion in his high school transcript.
4

5 **6. Permit Fees**

6 Mr. Sistare explained this was a continuation of the public hearing on this subject which took
7 place two weeks ago.
8

9 **MOTION:** by Selectman McBride (**CORRECT WORDING OF MOTION**)

10 *Move that the Board of Selectmen does hereby adopt the fees for Building, Plumbing and*
11 *Electrical permits and Zoning Board applications as outlined in the legal notice dated*
12 *August 15, 2008. The Building, Plumbing and Electrical permit fees shall be effective on*
13 *Monday, September 15th start of business day, and the Zoning Board fees shall become*
14 *effective on September 22nd start of business day. Further, the Board requests that the*
15 *fees continue to be reviewed on a three-year cycle and updated as necessary.*

16 **SECOND:** Selectman Hargreaves

17 **VOTE:** 5-0-0

18 The motion carried unanimously.
19

20 **7. Salemfest – Approval to Place Signs in Town's Right-of-Way**

21 Referring to a letter to the Board dated August 29, 2008 from Salemfest organizers, Mr.
22 Sistare explained they were requesting approval of the Board to place signs at intersections
23 advertising the event.

24 **MOTION:** by Selectman Hargreaves

25 *Move to authorize Salemfest to place signs in the Town's right-of-way to announce the*
26 *event on September 20 and 21, 2008, at the locations as outlined in their letter dated*
27 *August 29, 2008 conditional upon the signs being removed within 5 days after the event.*

28 **SECOND:** Selectman Barnes

29 Chairman Roth commented on the event, stating that the Board supported it.

30 **VOTE:** 5-0-0

31 The motion carried unanimously.
32

33 **8. Town Manager's Report**

34 Mr. Sistare reported that the Arlington Pond Protective Association is seeking the Board's
35 support in applying for a grant which to control weeds.

36 **MOTION:** by Selectman McBride

37 *Move that the Salem Board of Selectmen accept and support APPA as they apply for State*
38 *assistance in controlling aquatic weeds in Arlington Pond, at no cost to the town at this*
39 *time*

40 **SECOND:** Selectman Lyons

41 **VOTE:** 5-0-0

42 The motion carried unanimously.
43

44 **9. Selectmen Reports/Correspondence**

45 Selectman Lyons suggested that each member of the Board take some time to man the
46 recycling area at the Transfer Station to assist the public. Chairman Roth suggested they look

1 at their schedules and set this up.

2
3 Selectman Barnes stated he thought the signage at the Transfer Station need improving, and
4 Mr. Sistare agreed to look into this.

5
6 Selectman McBride requested figures on the tonnage being recycled at the Transfer Station
7 and Selectman Hargreaves pointed out the Board already has the figures to date.

8
9 Selectman Hargreaves asked Mr. Sistare for the overall percentage increase in the budget and
10 there followed a discussion about the figures. He clarified with Mr. Sistare that the Board
11 would need to reduce the budget by \$560,000 to keep it within the guidelines they previously
12 discussed.

13
14 Selectman Hargreaves announced there would be a meeting at his shop at 6:30 p.m.
15 tomorrow to discuss the Salem Holiday Parade.

16
17 **10. Old Business Tabled/Pending**

18 There was none.

19
20 • **Additions/Requests by the Public**

21 There was none.

22
23 • **Upcoming Meetings**

- 24 ○ 2009 Budget Review/Warrant Articles
- 25 ○ September 11, 15, 22 2008
- 26 ○ September 24, 2008 (2009 Budget Presentation to Budget Committee)

27
28 • **Upcoming Events**

29 As mentioned during the meeting.

30
31 **MOTION:** by Selectman Barnes

32 *Move to recess to a non public session under RSA:91-A3(ii) a Personnel*

33 **SECOND:** Selectman McBride

34 Chairman Roth polled the Board as follows:

35 Selectman Hargreaves – yes

36 Selectman McBride – yes

37 Selectman Barnes – yes

38 Selectman Lyons – yes

39 Chairman Roth - yes

40 **VOTE:** 5-0-0

41 The motion carried unanimously.

42
43 Without further business, the meeting adjourned at 8:22 p.m.

44
45 Notes/Minutes Taken by: Sandra Maxwell

46 Approved: Board of Selectmen

47 Date: September 22, 2008