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**MINUTES OF THE  
BOARD OF SELECTMEN**

**April 13, 2009**

7 The Board of Selectmen held a meeting on Monday April 13, 2009 at Salem Town Hall, 33  
8 Geremonty Drive, Salem, NH.

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

13  
14 **CALL TO ORDER**

15 Chairman Barnes called the meeting to order at 6:35 p.m.

16  
17 **1. Interview Session**

18 The Board proceeded to interview two existing members of the Historic District  
19 Commission who had re-applied as their terms of office have expired.

20  
21 ***Historic District Commission***

22 Ms. Patricia Good made an opening statement, informing the Board she would like to  
23 continue to help preserve historic buildings in town. There was a discussion following a  
24 query from Chairman Barnes regarding Ms. Good's affiliation with the Depot.

25  
26 Selectmen Hargreaves and McBride joined the meeting at 6:38 p.m.

27  
28 Ms. Cynthia Brown made an opening statement, informing the Board she is currently  
29 serving as secretary to the Commission. Ms. Brown expressed her interest in the historic  
30 register and there was a brief discussion on the topic of the register and the areas of the town  
31 which might qualify.

32  
33 ***Salem Housing Authority***

34 Ms. Mary Francis Renner, an existing incumbent on the board of the Housing Authority,  
35 made an opening statement regarding why she had re-applied. In response to a query from  
36 Selectman Roth Ms. Renner spoke about her difficulty attending some meetings over the last  
37 year.

38  
39 Mr. Frank Grzasko made an opening statement regarding why he has applied for the  
40 vacancy on the board of the Housing Authority, talking about his desire to help them obtain  
41 federal grants and to speed up the process of getting people into houses, as well as his desire  
42 to serve the town. In response to a query from Selectman Roth, Mr. Grzasko spoke about  
43 workforce housing. He also spoke about affordable housing in response to a query from  
44 Selectman Lyons, about ideas for senior housing in response to a query from Selectman  
45 Hargreaves. There was a discussion with the Board.

1       **MOTION:** by Selectman McBride  
2       *Move to appoint Patricia Good and Cynthia Brown to the Historic District Commission*  
3       *for a period to expire in April 2012*

4       **SECOND:** Selectman Lyons

5       **VOTE:** 5-0-0

6       **The motion carried unanimously.**

7  
8       **MOTION:** by Selectman McBride  
9       *Move to appoint Frank Grzasko to the Salem Housing Authority for a period to expire in*  
10       *April 2014*

11       **SECOND:** Selectman Lyons

12       **VOTE:** 5-0-0

13       **The motion carried unanimously.**

14  
15       There followed a brief discussion about who could fill in for Selectman Lyons as Board  
16       representative at the next meeting of the Historic District Commission, and Selectman  
17       Hargreaves agreed to attend. The Board recessed to the Knightly Room to continue with their  
18       regular meeting.

19  
20       Chairman Barnes reconvened the meeting at 7:05 p.m. He joined the Board in the Pledge of  
21       Allegiance and introduced the Board and Town staff.

22  
23       **2. Meeting Minutes**

24       **MOTION:** by Selectman Roth

25       *Move to approve the minutes of the Board of Selectmen Non-Public Session on March 16,*  
26       *2009*

27       **SECOND:** Selectman Hargreaves

28       **VOTE:** 5-0-0

29       **The motion carried unanimously.**

30  
31       **MOTION:** by Selectman Roth

32       *Move to approve the minutes of the Board of Selectmen Regular Meeting on March 30,*  
33       *2009*

34       **SECOND:** Selectman Hargreaves

35       **VOTE:** 5-0-0

36       **The motion carried unanimously.**

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38       **MOTION:** by Selectman Roth

39       *Move to approve the minutes of the Board of Selectmen Non-Public Session on March 30,*  
40       *2009*

41       **SECOND:** Selectman Hargreaves

42       **VOTE:** 5-0-0

43       **The motion carried unanimously.**

44  
45       **MOTION:** by Selectman Roth

46       *Move to approve the sealed minutes of the Board of Selectmen Non-Public Session on*

1 *April 8, 2009*

2 **SECOND:** Selectman Hargreaves

3 **VOTE:** 4-0-1 (Chairman Barnes abstained)

4 **The motion carried.**

5  
6 **3. Presentation of Award by Primex**

7 Mr. Sistare provided an introduction, explaining who Primex is, what its goals are for  
8 municipalities, and the discount in premiums obtained when goals are met. He then  
9 introduced representatives from Primex, Mr. Phil St. Cyr and Ms. Monica Panait.

10  
11 Ms. Panait, Risk Management Services Manager, spoke about the improvements achieved  
12 by the town. She explained that Primex has a risk management pool with governmental  
13 entities which gives back savings to its customers. She congratulated the town for its  
14 achievement, praising the staff who had been involved. She stated Primex will work with  
15 the town to help them continue to make achievements.

16  
17 Mr. St. Cyr explained Primex is a non-profit organization whose goal is to help  
18 municipalities achieve reductions in workers' compensation costs. He praised Mr. Sistare  
19 and Ms. Rapa and the staff, and spoke about the joint loss management committee and the  
20 other Primex status levels which municipalities can achieve.

21  
22 Members of the Board of Selectmen congratulated staff for this achievement and the savings  
23 obtained for the town. Chairman Barnes requested that Mr. Sistare send letters of thanks to  
24 staff working on the committee. He then declared a short recess for the presentation of the  
25 Primex award, calling the meeting to order again at 7:25 p.m.

26  
27 **4. Chairman Comments**

28 Chairman Barnes announced the successful candidates of the Board interview session which  
29 had taken place prior to the meeting as follows:

- 30  
31
- 32 • Patricia Good appointed to the Historic District Commission for a 3-year term to  
33 expire April 2012
  - 34 • Cynthia Brown appointed to the Historic District Commission for a 3-year term to  
35 expire in April 2012
  - 36 • Frank Grzasko appointed to the Salem Housing Authority for a 5-year term to expire  
37 in April 2014

38 Chairman Barnes announced there will be an additional vacancy on the Historic District  
39 Commission and the Board would be putting a call out for candidates in the near future.

40 **5. Canobie Phase II Stimulus Discussion**

41 Selectman Lyons reported he had attended a meeting on Friday with Mr. Puff to ascertain  
42 whether the town could move quickly on this project and increase the possibility of  
43 obtaining stimulus money for it. He deferred to Mr. Puff, Engineering Director to provide a  
44 status report.

1 Mr. Puff provided the Board with a report from CDM. He reported the project can be split  
2 into two areas - Canobie north (to the right on the map within their packets, and Canobie  
3 south to the left). He then reported on what he called the philosophical issues, i.e. how the  
4 project came about, stating that water and sewer can be provided without too much difficulty  
5 for the north section. He explained the options which would be available, and he was  
6 proposing low pressure sewer to include buying grinder pumps for all houses in the area. He  
7 stated they already have wetlands permits and design and bid documents for this area. He  
8 explained there were some problems with the south and broke these into two categories – an  
9 area where they cannot provide sufficient fire flow, and another where they cannot provide  
10 adequate domestic flow. He then spoke of the options for resolving the issues and their  
11 economic viability.

12  
13 ***Discussion:***

14 Selectman McBride provided his opinion on the options, stating he would install sewer  
15 100% but did not agree with a booster station.

16  
17 Mr. Puff spoke about taking a broader approach as the timing is good to talk to the state  
18 regarding putting piping under I93, and there was a discussion in which the Board weighed  
19 the pros and cons of each option. Selectman McBride confirmed he was in favor of the  
20 whole project.

21  
22 Selectman Lyons stated he felt they should only go forward with the whole project for the  
23 south area, and spoke about how the Board might wish to approach it regarding warrant  
24 articles.

25  
26 Selectman Roth stated she agreed with the whole project and with tying in to the I93 project.

27  
28 In response to a query from Chairman Barnes on the flow issues, Mr. Frank Underwood of  
29 Underwood Engineering clarified the pressure and volume problems in the north. It was the  
30 consensus of the Board that they should proceed with a dry pipe water system for this area.

31  
32 In response to queries from Board members, Mr. Puff provided some information on the  
33 likely cost of a booster station, and that funding for the water system is not part of the  
34 stimulus package.

35  
36 There followed a discussion regarding the costs of installing a dry pipe under I93, where that  
37 would be located and the additional things which might be needed, such as a stand pipe or  
38 tank.

39  
40 Referring to the CDM report, Mr. Underwood suggested the Board ask for clarification of  
41 what “a significantly higher cost” is.

42  
43 Mr. Puff suggested they keep the focus off the broader based booster station at present and  
44 Chairman Barnes stated it would be preferable to have the cost information for putting a  
45 sleeve under I93.

1 Referring to a hand out he distributed, Mr. Underwood then explained the ramifications of  
2 funding for the sewer project, explaining that Salem is currently ranked below the cut line  
3 on the state list for stimulus money, but pointed out this is not a final listing. He explained  
4 how the town could move up the list if projects above them in other towns are not ready to  
5 go. He then explained that the odds are not good that the town would see money for water  
6 projects from the stimulus due to their ranking. Referring to a spreadsheet in his hand out he  
7 explained the breakdown of the project costs stating the total comes to approximately \$4.9  
8 million. Mr. Puff spoke about the AARA and DBA revenue money.  
9

10 Mr. Underwood reviewed the funding available in New Hampshire, pointing out that Salem  
11 is not eligible for all funding. He explained the process the town will need to go through i.e.  
12 an application and an environmental review document are required for SRF programs. He  
13 also explained the interest rates for the different loan types, how the funding operates for  
14 them and when payment typically begins for each type, together with the advantages. He  
15 explained what a governing body needs to do under each funding scenario (i.e. town  
16 meetings and public hearing requirements) and the impact on the timing that stimulus funds  
17 dictate.  
18

19 Selectman Lyons clarified the town can go forward with virtually everything on the list  
20 outside of a special town meeting, and there followed a discussion on timing of such things  
21 as a town meeting.  
22

23 Mr. Underwood stated he would like to begin the environmental review this week and  
24 explained the process and timing of this to Mr. Sistare. There was discussion regarding  
25 providing the Budget Committee with the information, and it was suggested they be  
26 provided with the handout for their meeting on Tuesday.  
27

28 Following a query from Mr. Sistare, Mr. Phil McDonald from Underwood Engineering  
29 clarified the application figure.  
30

31 Selectman Roth stated she supported going ahead with the application. It was clarified for  
32 Selectman McBride that a portion of any road which needed to be reconstructed during the  
33 sewer project would be paid by the stimulus funds. Selectman Lyons confirmed the funding  
34 options for water were either a bond or from the Water Fund.  
35

36 Ms. Savastano, Finance Director was asked to provide the status of the fund balances.  
37

38 Chairman Barnes asked Mr. Puff what action he required from the Board, and there was a  
39 discussion on this. In response to a request from Selectman Lyons for an update on the  
40 process next week, Mr. Puff outlined what will be available at that time. There followed a  
41 discussion regarding a date for the special election. Chairman Barnes requested that Mr.  
42 Puff attend the next Budget Committee meeting with him to present the information to the  
43 Budget Committee.  
44

45 In response to a query from Mr. Sistare, Mr. Underwood clarified that the town can deal  
46 with any non eligible portions of the projects at the special Town meeting.

**6. Town Manager's Report**

Mr. Sistare reported that the DES, in response to an e-mail he had sent, has agreed to an extension on the alternative water supply issue until June 30, 2009, provided the reply is heavily favored towards conservation through tiered water rates and replacement of meters within a definitive time. Mr. Sistare requested a meeting with the Board under Non-Public Session.

**7. Selectmen Reports/Correspondence**

Selectman Hargreaves asked questions of Ms. Savastano regarding revenue loss on motor vehicle permits and overtime expenditure so far this year. He requested a copy of current revenues.

Chairman Barnes commented that spending on overtime is disproportionate at present as it is weather related. He spoke about changing policies in May.

Selectman Hargreaves informed the Board he had suggested some town projects to Girl Scouts which they can participate in to obtain their gold awards. He thanked everyone for volunteering and turning up for the cleanups at the Field of Dreams and Hedgehog Park. Selectman McBride asked Mr. Sistare to check with DRA and the LGC to ensure that the town is doing everything possible to obtain grants through the Stimulus. He also suggested a hiring freeze for the town.

Selectman Roth announced the Salem Chamber of Commerce will be hosting a business expo on May 21, 2009, stating it will be an opportunity to talk with other communities regarding economic development.

**8. Old Business/Table Pending**

There was none.

**• Additions and/or Requests by Public or Board by Vote**

There were none.

**• Upcoming Meetings**

- April 20, 2009 – Board of Selectmen Meeting
- May 4, 2009 - Board of Selectmen Meeting
- May 11, 2009 - Board of Selectmen Meeting

**• Upcoming Events**

- April 28, 2009 - Special Election for State Representative
- May 19, 2009 - Special Election for Charter Commission and possible vote on bonding for Canobie Phase II

**MOTION:** by Selectman McBride

***Move to adjourn and move to a Non-Public Session under RSA 91-A:3, II (a), Personnel***

**SECOND:** Selectman Hargreaves

Chairman Barnes polled the Board

1 **VOTE:** 5-0-0

2 **The motion carried unanimously.**

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4 Without further business, the meeting adjourned at 9:15 p.m. and the Board moved to their Non-  
5 Public Session.

6

7

8 Notes/Minutes Taken by: Sandra Maxwell

9

10 Approved: Board of Selectmen

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12 Date: May 4, 2009, as amended