

**TOWN OF EFFINGHAM**  
**BOARD OF SELECTMEN**  
**MEETING MINUTES**

May 15, 2012

Selectmen present: Susan Slack  
Theresa Swanick  
Henry Spencer

Minutes transcribed by: Claudia Lamphier

Meeting called to order: 6:45 pm

The Mail, Manifest and Signature folders were reviewed.

**PUBLIC COMMENT**

Fire Chief Burbank reported there is an upcoming class that will include information that is pertinent to public information officers and their participation in an emergency situation. The class is two days, June 7 & 8 from 8:30 to 4:30. Selectman Slack agreed to serve as PIO, but probably will not be able to attend the training session. Board members agreed that it was reasonable that the Chairperson of the Board of Selectmen serve in this capacity. Randy reported that the health and safety inspection at Camp Marist has been completed. There were deficiencies found and those are being worked on now. He has been contacted by management of PK Motel. They reported that they would like to contact their lawyer to confirm it is legal to allow public officials to enter into rented rooms. The fire department is conducting training at Province Lake Golf Club. That facility has a Knox box and department members will be familiarizing themselves with the layout of the facility. Next Monday, the firefighting gear will be inspected. Randy noted that he has received a response from an advertisement for the sale of the ambulance. The caller inquired about the additional information that was advertised as being on the Town's website. That information is not available online yet.

Jonathan Burbank gave his weekly report on Fire Department calls.

**SELECTMEN'S COMMENTS AND REPORTS**

The annual promotion ceremony of sixth graders of the Effingham Elementary School is planned for June 13<sup>th</sup>. Selectman Swanick volunteered to present the 10 children being promoted, a certificate of congratulations from the Board and a Webster's dictionary.

Selectman Spencer is planning to attend a workshop sponsored by the Attorney General's office providing information pertaining to cemetery trustee responsibilities.

Selectman Spencer will be attending the NRRA conference in June. He has also arranged to have that agency, a cooperative of which the Town is a member, tour our transfer station for suggestions/recommendations.

The change in location of the brush burn pit at the transfer station has been started with tree removal.

The transfer station supervisor will be out on vacation on Saturday of this week. Selectmen discussed coverage while he is away.

Bright colored vests will be ordered for the transfer station attendants at the recommendation of a representative of the Town's liability insurer who recently toured the facility.

All were reminded that there is a Hazard Mitigation meeting on the 23<sup>rd</sup> of May at 6:30.

Selectman Slack will be researching information provided by the DOT regarding alternative bridge construction materials.

Selectman Swanick announced she has been accepted to the Leadership New Hampshire program. Selectman Spencer reported that he attended the program several years ago and found the information provided to be very useful.

The Conservation Commission will be looking at a Town owned property on Pine River Road. The question being addressed is whether to request Town approval to turn the property over to the Conservation Commission for preservation purposes due to wetland issues, or to auction the property. Selectman Spencer also was interested in pursuing the possibility of subdividing the lot if only a back portion of the lot was wet.

## **REVIEW AND APPROVE MINUTES**

The Board approved the non-public Minutes of May 8<sup>th</sup> and the weekly Manifest.

## **OLD BUSINESS**

The Board opened proposals for the oversight and commissioning of the wood pellet heating system which will soon be installed. Proposals were presented by William Piekut for \$7,000 and The Jordan Institute presented a proposal for \$3,000 with some additional fees implied. Selectman Swanick will inform The Jordan Institute that they will be awarded the contract under the stipulation that \$3,000 is the maximum amount that will be paid under any circumstances.

Nate Perkins submitted a proposal of \$2,497 to create separate heating zones in each of the staff offices in the main building of the Municipal Office Building. He was the sole party to submit a proposal. The Board will offer Nate Perkins the contract.

The Board voted unanimously to delegate authority to Selectman Swanick to modify and execute the contract with Duchesne Heating for the wood pellet boiler system, the contract with The Jordan Institute for oversight and commissioning the boiler and the contract with Nate Perkins Plumbing and Heating to install zonal heating thermostats in the Municipal Office Building.

## **NEW BUSINESS**

At the request of the Library Trustees, the Board voted unanimously to appoint Michael Cauble and Donna Gruel as alternates to the Effingham Board of Library Trustees.

After a discussion regarding which Selectman should be attending the upcoming NRRA Conference a vote of the Board was called for to increase funding for attendance to \$550.00 so both Selectman Swanick and Selectman Spencer could attend. Selectman Spencer motioned for the increase in funding, the motion was seconded by Chairman Slack with Selectman Swanick abstaining.

## **PLANNED DISCUSSION**

Board members invited members of the Budget Committee to attend the Selectmen's meeting to discuss errors made to the MS-7 this year. The errors have caused DRA to decrease the operating budget voted in by the legislative body by \$35,000 due to the 10% rule. Two Budget Committee members attended and participated in the discussion; Mike Pilkovsky and Maureen Spencer. The bookkeeper will analyze the budget and recommend where the budget can be trimmed and a call to DRA will solicit advice on what remedy may be available to rectify the errors.

The New Hampshire Retirement System is disputing that compensation paid to Police Chief Collins for duties related to animal control are subject to NHRS pension contributions/payments. Selectman Slack will compose a letter to NHRS with pertinent information explaining that those duties are being performed in conjunction with his other duties.

The meeting adjourned at 9:50 pm.

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Susan Slack, Selectman

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Date

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Theresa Swanick, Selectman

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Henry Spencer, Selectman