Meeting convened at 6:27 p.m.

PRESENT: Marj Roy, Town Administrator; Chuck Keyser, Select Board Chair; Dave Blinn and Bill Keyser, Select Board Members, John Thompson, Road Agent; Elita Reed, Bookkeeper; Arch Weathers, Budget Committee Chair; Jeff Newcomb, Todd Goings, Mary Anne Levesque, Jim Hersey, Budget Committee Members; and Police Officer Dan Mori.

Also present were: Scott Beaulac, Equipment East; Jim Hanson; Wood Sutton; Gordon and Ellen Osborne; Marsha Siegel; and David Rochford

ROAD AGENT REPORT by John Thompson

Shaw Hill Road:

* The area of concern is all seeded and the hay is packed
* Thompson called to order the erosion matts, but was advised that those will not effectively take care of the problem.
* The vegetation has already started growing in that area
* The one culvert near the neighbor’s driveway will be worked on before winter arrives
* It is best not to use hot patch

Last Street Bridge:

* The job is completed except for the one corner header. Thompson will contact Hoyle Tanner to discuss what needs to be done.
* The signs are up except the two 20-ton signs

 Snow Plow Contractors:

* The list is mostly filled out. Thompson will complete it shortly. Roy requested the list asap because contracts need to be executed

Old College Road:

* There is some shoulder work that needs to be done tomorrow.

Shirley Street:

* Audreywill be out on October 1st

In this area, there is now an issue for the snow plows. The snow plow driver who usually does that route noticed that neighbors put up rocks and fences along the front of their properties. The Lion’s Club also has a trailer in the front yard. Thompson will talk with Ron Evans about moving the Lion’s Club trailer down to White Oak Pit for the winter so the Town has a place to push the snow in that area.

Flaghole Road:

* The road runs about two miles. It is a very large project. Several Flaghole Road residents attended the meeting to voice their concerns about the condition of the road. The residents wanted assurances from the Town that this road will not be overlooked.
* There is an issue at the town line with ledge. Thompson will go out and look at it again to see what needs to be done. This project was planned to do last Fall; however, the snow came early and it did not get worked on.

Shaw Hill Road:

* This is another large road project. Basically, the road needs to be started from scratch to properly put it in good order. Thompson asked the Board whether it would be worth it to have Brad Davis from Allstate Paving come out and give his opinion on what needs to be done to this road.

Town Road Signs:

* Roy told Thompson the State informed her the ordered signs are ready to be picked up.

Thompson reminded the Board that he is shorthanded at the moment.

Equipment:

* Scott Beaulac is a municipal specialist from Equipment East. Recently, Beaulac approached Thompson because he knew the Town would soon need their own highway department equipment with the upcoming appointed road agent position. Beaulac presented the Board with information to review. The company carries all aspects of equipment from large highway department equipment down to shovels and rakes. Beaulac offered to make recommendations to the Town even if the Town does not order equipment from this company. Beaulac is willing to help out, including doing equipment demonstrations. The Board will schedule a time to visit the showroom in Bow, NH within the next couple of weeks.

BUDGET COMMITTEE

Arch Weathers asked the Select Board if they would review what the Town voted on exactly for the appointed road agent. The Budget Committee would like to know roughly what the cost will be for the new appointed road agent. Chuck Keyser indicated that the Board is working on it and is not ready with a figure at this time, but that it would be coming very soon.

Weathers noted that the term for John Thompson, the current road agent, ends at Town Meeting 2020. Weathers is concerned that the Board needs an alternate plan if Thompson doesn’t stay on and the Town doesn’t have someone to replace him. Weathers asked if there was a plan if someone is not hired in time to take over? Chuck Keyser noted that they expect to hire someone

by February 1st. Along with the appointed road agent, they are working on a five-year capital plan with the basics, including a building and where to put the building, equipment, the number of employees, etc. There will be two public hearings to gather information from the public. At the end of the year, the Board hopes to have a better idea of what is recommended and needed.

Blinn explained that the Town warrant article tasked the Board with the task of appointing a road agent. But that there needs to be a plan for equipment, a location, etc… The plan is to work towards a full Highway Department. The Board asked several other towns and seven to eight contractors already for their expertise. The Board would like to attract someone long-term candidates.

Weathers questioned whether the Board considered the cost of a full-time employee with benefits versus an independent contractor to manage, and whether this would be worth pursuing.

Chuck Keyser stated that private contractor rates are more expensive than municipal rates and he would like to stay away from the State Retirement System because if that is offered to one employee, it must be offered to all employees.

Jim Hanson noted that most of the candidates for the road agent position are likely already in the State Retirement System. And the person will need to be as close to half an hour away, which will limit the pool size.

Todd Goings is concerned the Town needs to have someone start prior to Town Meeting 2020. Chuck Keyser said they hope to hire an experienced person who will start right off.

Chuck Keyser stated the Town is looking to purchase one piece of equipment initially. They looked two weeks ago at a back hoe. The Board will continue to look at other places.

Goings suggested looking at rentals and to possibly purchase, such as a lease with an option to buy. And, the Board should be looking at a five-year capital improvement plan.

Weathers wants the Planning Board to be a part of the Capital Improvement Planning. Roy noted the Board is not at that point yet in the process.

The Board needs to figure out what is actually needed, such as the building, the location of the department, whether a back hoe, pick up truck or another one-ton truck is needed.

Weathers suggested having a committee assist the Board with this project. Weathers offered his assistance. Chuck Keyser stated that they would discuss it at a work session. The Board will send out an email when the work session is scheduled.

Jeff Newcomb suggested that in the best interest of the Town, the Board should gather the numbers and then they may want to bring it to Town Meeting for the Town to re-think this warrant article.

Chuck Keyser stated they will have the numbers very shortly. Weathers indicated the Board should consider meeting with the Budget Committee once the numbers are completed, including the equipment and salaries.

Mary Anne Levesque would like to see some more experienced snow plow drivers in town or give the inexperienced drivers more training.

The Budget Committee has two vacancies. Chris Norris has resigned as has Morgan Salathe. These vacancies will be filled until Town Meeting 2020. An ad was put in the Andover Beacon Newspaper. The Committee still does not have a secretary so the meetings will be video-taped.

Flaghole Road Residents

The Board heard complaints from several Flaghole Road residents concerning the road not being paved for a very long time.

Wood Sutton suggested the Town bring in a firm to tell the Town just what needs to be done on this road. Sutton believes some of the road might just need some hot top while other portions might require more work. Sutton would like to see the road done in phases and building money into the budget.

Gordon Osborne complained that this road has not been paved since about 1960 the year after he bought his farm. Osborne did note that the road was top-coated twice but one time it was done incorrectly and didn’t hold up.

The Board agreed that Flaghole Road, like many roads in town, are not in good condition. The Board is trying to address those concerns.

TOWN BUDGET REVIEW

Bookkeeper, Elita Reed, handed the Board the current budget balances showing the current funds and noted they are at the appropriate level for this time of year. Please see attached.

PREVIOUS MEETING MINUTES

Chuck Keyser made the motion to accept and approve the September 4, 2019 minutes as written. Bill Keyser seconded the motion. All in favor. The September 4, 2019 minutes are approved as written.

CORRESPONDENCE AND SIGNATURES

* Intent to Cut Darrell Lockwood 434 Chase Hill Road Map 2-559-140 Signed by all three Select Board Members
* Nobis Engineering Scope and Fee for the Groundwater Reporting and Post-Closure Inspections and Reporting at the Old Transfer Station on Monticello Drive Signed by Select Board Chair

NON-PUBLIC SESSIONS (x2)

Chuck Keyser made the motion to go into Non-Public Session at 8:00 p.m. Bill Keyser seconded the motion. All in favor.

The Board entered into Non-Public Session at 8:00 p.m. by Roll Call Vote:

Chuck Keyser YES Dave Blinn YES Bill Keyser YES

Chuck Keyser excused Moyer at 8:00 p.m. Roy will take the minutes for the Non-Public Sessions.

Minutes prepared by Patricia Moyer, Select Board Secretary