

2014-1-13

Windham Select Board

Special Meeting

January 13, 2014

Present: Mary Boyer Chair

Margaret Dwyer Selectman

Frank Seawright Selectman

Peter Chamberlain Town Treasurer

Bill Roberts Road Foreman

Alison Trowbridge Clerk

Call to Order: Meeting called to order at 6:35 pm by Mary Boyer.

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1. Minutes of 1/6/14: Margaret made a motion to approve the minutes of 1/6/14 as written. Seconded by Mary, the Board voted all in favor and the motion carried.

Road Foreman's Report:

2. Scrap Metal Recycling: The Board asked about scrap metal as a possible source of income for the Town. Bill reported that not much scrap metal is generated. The Board informed Bill that any money gained from recycling scrap metal or in cost savings by changing practices, etc., belongs to the highway department to use at their discretion.

3. 2014 Highway Department Budget: Bill brought in a catalog of welding machines if the Town was going to include funding for a new welder in the 2014 budget. The Board asked Bill if he and Josh could come to the next Selectboard meeting on January 20, 2014 to work on the road budget. In terms of big equipment needs, the grader and the loader are the highest priority items. The grader has had a lot of repairs made to it including new tires and blades. It is difficult to predict how long it will last. Bill will look into possible replacement options including leasing or purchasing.

4. New Sander Problems: Bill expressed frustration with the new sander in the pickup truck because it is having adjustability issues and the dealer it was bought from, EW Sleeper is not being helpful. Peter will call them to report this difficulty.

5. Road Surface Management System (RSMS): This is a computerized management tool that is mentioned in the Town Plan. The Board will look into this system for possible use by the Town.

6. Equipment Use Fund: The Board discussed with Bill their concerns about the current system of charging the Town an hourly rate for the use of the equipment. Bill said Windham's system is

unwieldy and more complicated than that of other towns including Londonderry. Bill brought Londonderry's reporting forms in for the Board's review. He said it was important to track the number of hours spent on the class of road. The Board will continue to consider an alternative system to the equipment use fund.

7. Road Signs: Bill received the Board's request for the tractor warning signs for South Windham. He was holding off on ordering them because of the weather and because the Town is required to update all signs to meet the new size and reflectivity standards and this will need to be included in the road budget for 2014. A road sign inventory was conducted in 2012 with staff from Windham Regional Commission and it may need updating.

2014 Budget

8. Listers' and Planning Commission Budgets: The Board reviewed these budgets from 2013 and considered their requests for 2014 in coming up with proposed line item amounts.

9. Town Clerk Budget: Alison discussed with the Board her thoughts on changing the structure of the Town Clerk's salary. Presently, the clerk is paid a salary amount and receives 90% of the recording fees that the Town receives. Alison would like to propose a system in which the clerk would be paid solely a salary amount reflecting the present salary and an additional salary amount based on an average of the previous years' recording fee amounts. Alison will present a proposal to the Board at the next meeting.

10. Discarding Unused Library Books: Mary made a motion to hereby authorize Library Trustees, at their own discretion, to dispose of any books that are obsolete, worn out or good for recycling. Margaret seconded, the Board voted all in favor and the motion carried. Alison will send a copy to John Hoover.

11. Mail/ Signatures: The Board reviewed mail, and signed pay orders. The board opened a letter from Alison and Chris Cummings and Margaret Hussey about their concerns regarding the Select Board's letter to them and road maintenance in general. The Board plans to respond to the letter.

12. Motion to Adjourn: Margaret made a motion to adjourn the meeting at 9:35. Frank seconded and the Board voted all in favor.

Meeting Adjourned at 6:55.

Date Approved_____ Town Clerk
