

**Town of Rumney  
Board of Selectmen  
October 17, 2016  
Selectmen's Meeting Minutes**

Present: Select Board Members-Ed Haskell, Dan Kimble, Mark Andrew  
Administrative Assistant, Joe Chivell

**6:30PM** Chairman, Ed Haskell, called the meeting to order.  
Reviewed and signed payroll and accounts payable checks  
Reviewed and signed Blasting Renewal Form for Capital Rock Drilling and Blasting at 979 Rumney Route 25, CNHA.  
Reviewed and signed septic design for Map 12 Lot 11-19-1  
Reviewed Selectmen's Meeting minutes from October 3, 2016. Selectman, Mark Andrew, made a motion to accept minutes as corrected. The motion received a second from Chairman, Ed Haskell. No discussion, motion passed 3-0.

**6:45PM** Janice Mulherin, of the Facilities Committee, requested to meet with the Board. Mulherin reported that the Committee met with;

- Town Clerk, Police Chief and Administrative Assistant concerning the Town Office Building
- Fire Chief concerning the Fire Department buildings
- Historical Society members concerning the Historical Society building

The focus was to complete work for on the Historical Building so that is it ready for the Rumney 250<sup>th</sup> Celebration, the summer of 2017. Repairs include, but not limited to, new roofing, paint and general material repairs. A brief discussion followed focused on timing of the roof replacement. The specifications will be completed and posted. The response will be the driving factor to determine if the roof work will be done this fall or next spring.

The next item discussed was the Town Office Building. It was felt that an addition on the west end of the building, with a full foundation, would best fit the needs of the town. The Town Office Building has worked well for the town for the past twenty-six years, but it is time to address the space, safety, and energy needs to increase the functionality of the building. In the past, an energy audit was completed. More recently, a safety inspection of the police office was completed by Primex. Also, within the past month, the State Department of Labor conducted an inspection of all town buildings. This information, along with the input of the staff that works in the building daily, will aid in the final recommendations of this group.

The Fire Station was the next building discussed. The fire chief discussed an addition on the west side of the building, to house office space and a meeting room, and reallocating the space currently used for a meeting room and office to provide space for

trucks. The additional space would allow for separating the truck bays from the office space and address heating issues. The fire department does not want to use the West Rumney Station. The Facilities Committee strongly suggest that any addition to the fire station, or any town building, not be completed by volunteers. This is based on input for the town's property liability company. The thoughts supporting volunteers not completing the work are: worker's compensation issues, assuring that ADA and Labor Board requirements are followed, and if any issues were to develop with an addition there is no recourse to take for corrections to be made when volunteers are the builders. These are just a few of the recommendations to not use volunteers.

Selectman, Mark Andrew, asked if EMS space was discussed while meeting with the fire chief. Mulherin stated that issues were not discussed. Space for the ambulance and office space for the EMS members will need to be addressed.

Any of the proposed additions should have a plan drawn and associated costs determined before there are any requests to move forward. The Facilities Committee recommends that the Historical Society project be taken on first, so that it is ready for the summer of 2017. The second facility to be addressed should be the Town Office Building, planning two to three years out. This followed by the Depot Fire Station, two to three years, thereafter.

Janice Mulherin than asked to speak with the Board representing the Conservation Commission. Mulherin reported that a group had completed a cleaning project at the Darling Natural Area, trimming some trees and brush on the Rumney Route 25 side of the area. Because of the clearing there is no need to mow any of the field this year. Mulherin reported that next year's budget will include placing some gravel in the parking lot of the Darling Natural Area and removing some of the knot weed. As a follow-up on a concern from an abutter to the natural area, Mulherin placed "Hunter Safety Zone" signs in the area. Mulherin was able to speak with the abutter and a few bird hunters that were in the area at the same time she was installing the signs. She feels the issue has been resolved.

#### **7:20PM**

##### **Administrative Assistant Report:**

A preliminary review of the tax rate is available from DRA. It appears there will be a decrease of either \$.04 or .05. There is a question about the amount of overlay that should be used this year, primarily due to the ongoing utilities court hearing. Following next week's discussions with George Sancoucy, P.E., LLC regarding overlay, a tax rate should be set.

Information on RSA 80:52-a, allowing the Tax Collector to accept pre-payment was discussed. The RSA can be adopted by the Selectmen at a regular Selectmen's meeting. By adopting RSA 80:52-a, Rumney property owners can make early payments toward their upcoming property tax bill. Chairman, Ed Haskell, made a motion to adopt RSA 80:52-a, allowing Rumney property owners to make pre-payments on their upcoming property tax bill. The motioned received a second from selectman, Mark Andrew. There was no further discussion, the motion passed 3-0.

The third quarter report from Charter Trust showing the status of the Town's Capital Reserves was reviewed. Selectman, Mark Andrew, questioned the negative amounts shown in the gross income column. The question will be forwarded to Charter Trust.

Administrative Assistant, Joe Chivell, attended a training class at Primex of NH last week. A copy of the upcoming training sessions for remainder of 2016 was had been shared with the Board and a copy of was forwarded to all department heads.

Administrative Assistant, Joe Chivell, reported that the furnace in the Town Office Building had malfunctioned the prior weekend. Reportedly a zone valve stuck open causing the furnace to overheat, activating the shut off sensor, and activating the smoke alarms. Yeaton Oil was able to replace the zone valve and the heat sensor. The smoke detector had to be temporarily re-wired so that the building smoke detectors would work. The issues that were discussed:

- The age of the smoke detectors. They are hardwired with no battery backup. Smoke detectors normally have a ten-year life span. The detectors in the town office are about twelve years, past being replaced.
- The furnace is approximately twenty-six years old, with only two zones for the entire building.
- Administrative Assistant, Joe Chivell, was asked to obtain quotes to replace the furnace and smoke detector heads.

The Board reviewed documents sent by Town Attorney, Bernie Waugh, concerning a proposed agreement on a tax deeded parcel of property. The Board determined to have Attorney Waugh move forward on his recommendations.

Concerning the 2017 Budget process, Administrative Assistant, Joe Chivell, asked the Board if they were will to start the meeting early, by 5:30PM. If so, depending on the availability of the Budget Advisory Committee, to either go over budgets early or get the business part of the meeting started earlier than, go over budgets. The Board agreed to start the next several meetings at 5:30PM.

An overview of a vendor that digitizes old documents was given. A salesman from DocumentSystems visited with the Town Clerk, Administrative Assistant, and Selectman, Dan Kimble on October 5, 2016. The information gave an overview of a cloud based and a server based system and space requirements. It was also explained that a town can hire DocumentSystems to scan old documents or train town staff to scan old documents. Once scanned the documents could be made available as a view only document on-line. It was discussed that additional information should be gathered and other like companies contacted to compare costs. It was also discussed that funds should be put aside this year to start the process.

**8:10PM**

New Business – Selectman, Mark Andrew, asked that the fire department be contacted and a notice of voting and new voter registration availability be posted on their roadside sign.

Selectman, Mark Andrew, asked the other Board members their position of requiring a police detail at the general election on November 8, 2016. After a brief discussion, the

Board determined it would be beneficial to have a police detail at the polls during the general elections. The Police Chief will be asked to coordinate scheduling to have someone there. Also, the Chief will be asked to coordinate, with Town Moderator Jim Buttolph and Russell School Principal, parking concerns.

**Old business** - Neil McIver – School Street Culvert, no new information received to date.

Special Events Ordinance, no new information.

Town Policy review, no new policies to review.

**8:35PM** Selectman, Dan Kimble, made a motion to adjourn the meeting. Chairman, Ed Haskell, seconded the motion. With no further discussion, the motion passed 3-0.

Sincerely submitted,

Joe Chivell  
Administrative Assistant  
Town of Rumney

Upcoming events:

Planning Board	October 25, 2016
Supervisors of Check List	October 29, 2016
Halloween Hours	October 31, 2016 5:00PM to 7:00PM
Selectmen’s Meeting	November 7, 2016
General Election	November 8, 2016
Town Office Closed Veterans Day	November 11, 2016
Selectmen’s Meeting	November 21, 2016
Town Office Closed Thanksgiving	November 24, 2016
Town Office Closed Day after	November 25, 2016
Planning Board	November 29, 2016