



OFFICE OF SELECTMEN

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SELECTMEN'S MEETING MINUTES

March 23, 2022

Chairman Paight called the meeting to order at 10:00 am. Selectman Nelson and Selectman Pitt were present. Also in attendance were Ellen Smith, Town Administrator, Justin Frazier, Water/Sewer Operator, Roland Veaudry, and Dustin Franco.

Justin went over the proposed water and sewer rates for 2022. There was a major shift in the water fixed base rate and the water debt service fee due to the finalization of the DWGTF-29 project. At the end of the project, 75% of the cost was converted to a loan and therefore increased the debt service fee and reduced the fixed base rate.

Selectman Pitt moved and Selectman Nelson moved to set the 2022 water and sewer rates as follows, vote to approve was unanimous:

WATER RATES

	Approved 3/23/2022 2022	Actual 2021
All Water, Residential & Commercial Usage Rate	\$ 7.19/1,000 gallons	\$ 7.19/1,000 gallons
Water Fixed Base Rate	\$ 32.39/quarter	\$ 50.81/quarter
Water Debt Service Fee	\$ 57.53/quarter	\$ 27.58/quarter

SEWER RATES

	Approved 3/23/2020 2022	Actual 2021
All Sewer, Residential & Commercial Usage Rate	\$6.90/1,000 gallons	\$ 6.90/1,000 gallons
(Minimum Billing based on minimum usage of 5,000 gallons)	\$ 34.50	\$ 34.50
Sewer Fixed Base Rate	\$ 28.12/quarter	\$ 28.12/quarter

Supplemental Water Debt Service fee to \$ 5,108.33 and the Supplemental Water Fixed Rate to \$ 2,866.24.

Justin left the meeting at 10:30 am.

Selectman Nelson moved and Selectman Pitt seconded a motion to appoint Julie Farhm to a one-year term as Library Trustee – Alternate, vote to approve was unanimous.

Chairman Paight signed AIA Document B104 – 2017 on behalf of the board to engage Weller & Michal Architects Inc. for the Frost Free Library 2022 East Side Addition and Renovation Project.

Craig Cashman joined the meeting at 10:50 am to discuss the purchase of an International dump/plow truck approved at the town meeting. The cab and chassis will come from Reed Truck Services, Inc at state bid. For the equipment, Craig received two estimates. HP Fairfield came in at \$69,950 and Viking-Cives of Vermont came in at \$54,900. Scott Reed is offering a trade-in value for the Sterling of \$6,500 for just the truck as we are keeping and reusing the plow and sander. The board believes we may be able to get more if the truck is posted on Municibid. Selectman Nelson moved and Selectman Pitt seconded a motion to purchase the International dump/plow from Reed Truck Services, Inc, without any trade, for \$113,462 and equip the truck through Viking-Cives of Vermont for \$54,900, the total cost to be financed through a 5-year lease will be \$168,362, and further to have Chairman Paight sign the quotes on behalf of the board, vote to approve was unanimous. TA Smith will move forward with the leasing company and will bring forward appropriate documents for the board to sign.

Craig also reported that there is another sinkhole at the catch basin by the fire station. He will forward pictures to TA Smith to share with Gale Associates. The board recommended filling the hole for now and seeing what Gale says.

The Joint Loss Management Committee met and one of the projects identified as one that would improve safety is some gradual improvements to the parking lot at the town offices/police department. The first phase will be to clear some brush next to the area where the cruisers are parked and gravel the patch so the cruisers can park there, giving them more room to maneuver around the vehicles which is extremely difficult at the moment. Later in the year when Craig looks into road paving TA Smith recommended having Arlington Paving take a look at the area to give a ballpark estimate of the cost associated with making another access to Route 101.

Craig left the meeting at 11:20 am.

Selectman Nelson moved and Selectman Pitt seconded a motion to approve the March 24, 2022, Accounts Payable Register in the amount of \$17,279.72, the Payroll Check Register in the amount of \$727.68, and the Direct Deposit Register in the amount of \$8,724.47, vote to approve was unanimous.

Selectman Nelson moved and Selectman Pitt seconded a motion to approve the meeting minutes of March 16, 2022, vote to approve was unanimous.

The board reviewed the job description and posting for the Town Clerk/Tax Collector position, agreeing to post the position.

The board approved and signed the following:

- Building & plumbing permit application Map 13-084
- Building & electrical permit application Map 11-023
- Building, electrical & plumbing permit application Map 11-039

Roland and Dustin left the meeting at 11:35 am.

Motion to enter Nonpublic Session made by Selectman Nelson, seconded by Selectman Pitt, under RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted. Roll Call vote to enter nonpublic session Chairman Paight - Yes, Selectman Pitt – Yes, Selectman Nelson – Yes, motion passed. Entered nonpublic session at 11:40 am.

The public session reconvened at 1:15 pm. Motion made to seal these minutes made by Selectman Nelson, seconded by Chairman Paight because it would affect adversely the reputation of any person other than a member of this board. Roll Call Vote to seal minutes Chairman Paight - Yes, Selectman Pitt – Yes, Selectman Nelson - Yes, motion passed.

Selectman Nelson moved and Chairman Paight seconded a motion to adjourn the meeting at 1:15 pm, motion passed unanimously.

Respectfully submitted

Ellen Smith, Town Administrator