



Approved By
Board of Selectmen

Roxanne Tufts-Keegan
Tracy Donovan-Laviolette
Mike Green

Board of Selectmen Regular Meeting

Minutes

Wednesday, May 31, 2023 at 6:30 pm

Meeting Location

Old Town Hall 200 Kings Highway, Middleton, New Hampshire 03887

RESCHEDULED FROM 5/22/23 DUE TO LACK OF QUORUM

1. Call to Order

Minutes:

R. Tufts-Keegan called the meeting to order at 6:31 PM

2. Pledge of Allegiance

3. Roll Call

Minutes:

Roxanne Tufts-Keegan-Present; Scott Ferguson-Absent; Tracy Donovan-Laviolette-Present; Mike Green-Present; Tim Cremmen-Absent *excused*

4. Approval of Minutes

BOS Meeting May 8, 2023

Minutes:

T. Donovan-Laviolette made a motion to accept the minutes as written, M. Green seconded, motion carried.

5. Fire Chief Mike Laviolette

Minutes:

Fire Chief Mike Laviolette presented his letter of resignation as the Emergency Management Director. He also presented two quotes: Firematic for Air Compressor and One Beat Medical for the the Automated Chest Compression Device (quotes attached). T. Donovan-Laviolette made a motion to accept the quotes as presented, M. Green seconded, motion carried.

6. Vacant Per-Diem EMT Position

Minutes:

T. Donovan-Laviolette sent an email to the BOS and Secretary/Bookkeeper asking for an update on hiring the Per Diem EMT positions voted on at Town Meeting. She stated the posting on NHMA and Town's Website has come down. Secretary C. Long stated that she has emailed the Chief

requesting an updated job description/posting, however the Chief has been extremely busy and has not been able to get them updated yet. The original posting stated dual-certification of EMT and Firefighter was a requirement. Town Meeting voted to change it to EMS. The position is still listed on the website under Employment Opportunities as Per-Diem EMT and will need to be updated to say Per-Diem EMS. Fire Chief Laviolette said he is working on the updated job description/posting and will forward it as soon as possible. He said that he is not against enticing people with a sign on bonus. R. Tufts-Keegan clarified that if the Town were to give a bonus it would be called a retention bonus instead of a sign-on bonus due to the fact that if the employee leaves before the designated timeframe, the Town could get reimbursed for a retention bonus, but not a sign-on bonus. She stated that we would address that later with the full Board.

Signature Action

7. Exemption Applications: 23 Karen Rd, 415 Ridge Rd, 5 Holiday Dr, 672 Route 153, 121 Deer Run Rd

Minutes:

All Exemption Applications were signed.

8. Abatement Application: 23 Eastman Lane

Minutes:

Abatement Application was signed.

9. Thompson Letter - Piper Mountain Dr.

Minutes:

R. Tufts-Keegan announced the BOS sent a letter to another Piper Mountain Rd. resident notifying them to stop any and all work to the road. (attached)

10. Timber Tax Warrant: Map 8, Lot 37-1 and Map 8, Lot 37-2

Minutes:

Timber Tax Warrant signed.

11. Oath of Office - Conservation Commission (1-Regular Member, 1-Alternate)

Minutes:

Oath of Office forms signed.

12. Request for CRF Funds: Assessment Revaluation

Minutes:

Request signed.

Old Business

13. Vacant Highway Position (Seasonal)

Minutes:

T. Donovan-Laviolette also questioned the vacant Seasonal Highway Dept Position in her above mentioned email. Secretary C. Long reported that the position is not currently posted due to the

fact that this is for the winter season, however we did receive an application last week. R. Tufts-Keegan added that the Road Agent has tried to reach out to the applicant and is waiting for a call back. C. Long reported that she had previously discussed with the Road Agent posting the position in the late summer/early fall, and if the Board wants it posted sooner just to let her know that. R. Tufts-Keegan suggested it be posted at the same time as the new EMS job is posted. The rest of the Board agreed.

14. Vacant Police Positions

Minutes:

Chief Cooper emailed asking if the Board would consider a sign-on (retention) bonus. He sent additional information regarding what other Towns are currently offering. Bonnie Gagnon asked how much the last retention bonus was? R. Tufts-Keegan answered \$7,000. R. Tufts-Keegan said we will discuss this Monday night with the full Board.

15. Sale of Verizon Phones - Tim

Minutes:

Tabled.

16. Personnel Policy Update Acknowledgement Forms

Minutes:

Tabled.

New Business

17. Legal Record Retention: Mitchell Group

Minutes:

Mitchell Municipal Group sent a notice that they are required to store closed files for seven years. Therefore, on June 15th, any case files that were closed seven or more years ago, will be destroyed. If the Town wants to pick them up at their office, they will set them aside. R. Tufts-Keegan would like to review them. All three board members said they should be able to pick them up. C. Long to notify Mitchell that we would like to pick up our files.

18. Notice from Town of Strafford Planning & Zoning Office

Minutes:

The Board received a letter from the Town of Strafford notifying us that they are putting up two freestanding 160 ft tall lattice style telecommunications towers.

19. Letter from Serhii Havrylenko: Map 4, Lot 135

Minutes:

On-going correspondence regarding boundary issue, upset with Town because CEO and Police haven't done anything about it. Also, want a copy of their survey from the Town. And claiming their neighbor built a house illegally without a permit and violating set-back issues.

C. Long responded stating the Town does not have authority over boundary issues, that is a civil matter. Also, we do not have a copy of the survey. They need to contact Strafford County Registry

of Deeds to obtain that. And our CEO is investigating the claim that the house was built illegally.

20. Request to Purchase: Map 4, Lot 136 Pine Rd

Minutes:

R. Tufts-Keegan made a motion that we are not selling Map 4, Lot 136 or any other Town property at this time. T. Donovan-Laviolette seconded, motion carried.

21. Online Assessment Access

Minutes:

In response to the question as to whether we have the capability to offer the public online access to assessing information as other Towns have, Avitar has said yes, we have that capability. The fee is \$1/parcel and Middleton has 1,334 parcels, so the annual cost would be \$1,334.

22. Firewall

Minutes:

Tabled.

23. Water Testing

Minutes:

Water Testing for (4) Beaches is \$240. John Mullen is working on donations from Lake Associations. They would like to test 3 or 4 times this year. Town is responsible for (1) beach.

24. BOS Workshop - Tim

Minutes:

Tabled.

25. Meeting Frequency - Tim

Minutes:

Tabled.

26. Prayer at Meetings - Tim

Minutes:

Tabled.

27. Review ARPA Recommendations

Minutes:

R. Tufts-Keegan questioned if we should table this until we have the full Board? T. Donovan-Laviolette agreed saying we've all had this information for a while and should already have reviewed it. R. Tufts-Keegan adds that original ARPA package included AC system in the Municipal Office Building. Since last fall there was a \$10,000 price increase. Due to that, we are working on getting additional HVAC quotes. Topic was then tabled until next meeting.

28. New Permit Applications (Demo, Electric, Pool, Plumbing, Gas)

Minutes:

CEO Carl Roy submitted new permit forms to be approved by BOS for Demolition, Electrical,

Pools, Plumbing and Gas. R. Tufts-Keegan made a motion to accept the new permit applications, T. Donovan-Laviolette seconded, motion carried.

Public Comment

Dan Saliga: Looking for update on camera investigation. R. Tufts-Keegan stated there has been no additional information since the email stating the investigation is complete and she will email the county again to see if the decision has been made.

Dan Saliga: Has a decision been made regarding the extra cruisers? R. Tufts-Keegan responded there will be no cruisers sold until the department is staffed fully and we know what the need is going to be.

Bonnie Gagnon: When will new tax bills go out? R. Tufts-Keegan responded they were printed today and will be going out this week.

David Deufresne: Update on sale of verizon phones? R. Tufts-Keegan responded that Tim Cremmen is working on that and it is on the agenda for Monday's meeting.

Bonnie Gagnon: There will be a Rec Meeting tomorrow (Thurs, June 1st). Planning events for Old Home Week which is the week of August 20th. Planning another event for Fri, June 23rd to be announced later.

R. Tufts-Keegan stated that we need to research when we will need to re-appoint the Road Agent.

C. Long announced that we completed the two days on-site portion of our 2022 audit.

Adjournment

29. Motion to Adjourn

Minutes:

R. Tufts-Keegan made a motion to adjourn at 7:16 PM, T. Donovan-Laviolette seconded, motion carried.

5/31/23

Board of Selectmen,

On August 22nd the Emergency Management position was temporarily assigned to my duties while the Police Chief was on medical leave.

Upon hearing of the Chiefs return, I would like to step down from this position and restore it to the Police Chief. Emergency Management is an important position especially in our community's time of need. To this I believe this position requires the attention of a full-time employee.

I thank you for the opportunity to assist the town in this temporary role.

Respectfully,
Chief Michael Laviolette

A handwritten signature in black ink, appearing to read "Michael Laviolette", written in a cursive style.

TOWN OF STRAFFORD

INCORPORATED 1820

Planning and Zoning Office
Tel: 603-664-2192 Ext 105

Post Office Box 23
Center Strafford, NH 03815

May 18, 2023

Applicant: Navigator Properties, LLC (Mariner Tower)

Subject: Non-Residential Site Plan Review for **TWO** Telecommunications Facilities

Purpose of Plan: Navigator Properties, LLC is submitting applications for approval to construct **two** free-standing 160 foot tall lattice-style telecommunications towers with a base equipment compound in order to accommodate ground-based telecommunications equipment.

Locations: 15 Strafford Road (Tax Map 11, Lot 83)
Property Owners: Gail J. Barry & Michael A. Barry Jr.

581 Barn Door Gap Road (Tax Map 14, Lot 13)
Property Owner: Jessica M. McMahon

You are being notified as required by RSA 12-K:7 Deployment of Personal Wireless Service Facilities.

Dear City/Town:

Please be advised of a public meeting of the Planning Board of the Town of Strafford on Thursday, June 1, 2023 at 6:30 PM at the Town Hall. You are being notified in accordance with NH RSA 676:4 that the application referenced above is on the agenda for the meeting at the above date and time.

Planning Board meetings are open to the public and interested parties are urged to attend for their own benefit and information; they are not required by law to attend. You may appear in person or by counsel or agent. If the Board accepts or conditionally accepts the application for review, in accordance with NH RSA 676:4, a **Public Hearing** will be opened immediately following this review, at this same meeting, in order to allow for official public comment. Sometimes, hearings do get continued, and the continued date is announced at the meeting. *The abutters are not re-notified.* This application will remain on the Planning Board's agenda until such time as it is approved or disapproved.

If you have an opinion, but cannot attend the hearing, you are welcome to send in written correspondence. Your written comments, addressed to the Chairman of the Planning Board, must be received prior to the meeting.

The application that is the subject of this hearing is available for review at the Planning and Zoning Office at the Strafford Town Hall during normal business hours.

PLANNING BOARD
Town of Strafford

+ONE BEAT
MEDICAL & TRAINING

One Beat Medical
3151 Executive Way
Miramar FL 33025
United States

Michael Duran
Tracy Young, Product
Roxanne Lyle

Quote

#QUO24443

05/30/2023

Bill To

Middleton Fire And Rescue
192 Kings Highway
Middleton NH 03887
United States

Ship To

Middleton Fire And Rescue
192 Kings Highway
Middleton NH 03887
United States

TOTAL

\$7,995.00

Expires: 06/29/2023

Expires

06/29/2023

Exp. Close

06/30/2023

Shipping Attention

Shipping Method

FedEx Ground

Sales Rep

Basil Arena

Sales Rep Email

basil.arena@onebeatmedical.com

Sales Rep Phone

QTY	Item	Options	Rate	Amount
1	D-RCF-A1000EN Defibtech Lifeline ARM New Defibtech Lifeline ARM Automated Chest Compression Device 1 Year Device Warranty 3 Patient PADS Compression Module Patient Backboard Battery Pack Backpack Carry Case Stabilization Strap Power Module Quick Start Guide User Manual		\$7,995.00	\$7,995.00

Subtotal	\$7,995.00
Shipping Costs	\$0.00
Tax Total (%)	
Total	\$7,995.00

Article 18



QUO24443

FIREMATIC SUPPLY CO., INC.

23 Birch Street, Milford, Mass. 01757
845-555-1212
dfelix@firematic.com
WebSite: www.firematic.com

Quote



Article 15

DATE 5/23/2023	PAGE 1
QUOTE NUMBER QT107069	
EXPIRE DATE 6/22/2023	

*Tracy Dava-Laxdett
Michael
Prokme*

Quoted To
~~BC JEFF ELDRIDGE~~
MIDDLETON FIRE DEPT NH
182 KINGS HIGHWAY
MIDDLETON TOWN HALL
MIDDLETON, NH 03887

Ship To
MIDDLETON FIRE DEPT NH
182 KINGS HIGHWAY
MIDDLETON TOWN HALL
MIDDLETON, NH 03887

CUSTOMER NO. 3420	CONTRACT NO.	PHONE NO. (603)473-2750	SALESPERSON DAN FELIX	CUSTOMER PO. NO.
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LINE NO.	ITEM NUMBER	DESCRIPTION	QTY ORDERED	UNIT PRICE	EXTENDED PRICE
1	SIEAC94590VE36 M	COMPRESSOR, FAST 90, 6000 PSI, 7.5 HP	1	18,300.00	18,300.00
2	SIEAC70520T4B	BOOMBOX, 2 POSITION	1	12,200.00	12,200.00
3	SIEAC95565	AIRCAL 1000 CO MONITOR	1	4,495.00	4,495.00
4	SIEAC40060	UN/ISO STORAGE CYLINDER 6000PSI 510 CU FT	4	1,575.00	6,300.00
5	SIEAC99052	LABEL,CYL,DOT,BREATHING AIR,BLUE	4	0.00	0.00
6	SIEAC99074	PLACARD,CYLINDER,RETEST,W/AA LOG	1	54.00	54.00
7	SIEAC990921	TAG,PLACARD,RETEST DATE,ORANGE W/WHT LTRS,PLASTIC	1	5.00	5.00
8	SIEAC10034	NUT/NIPPLE	4	22.00	88.00
9	SIEAC20016	ELBOW,6000,90,1/4 FNPTxJIC-M,ST	4	23.00	92.00
10	SIEAC8004910	HOSE,CNCTNG,HP 10',W/CRIMPS	7	100.00	700.00
11	SIEAC70080	BRACKETS INCLUDES 4' OF CHANNEL FOR THE BRACKETS	4	50.00	200.00
12	SIEAC20038	ADAPTER, 6000, 1/2 MNPT x 1/4 FNPT	1	10.00	10.00
13	FREIGHT IN	DELIVERY AND INSTALLATION	1	1,300.00	1,300.00

Comments ~18-24 WEEK LEAD TIME

Amount By: 43,744.00 DAN FELIX