

TOWN OF RANDOLPH
BOARD OF SELECTMEN
Tuesday, March 18, 2014
5:00 p.m.

BOS PRESENT:

Robert Henderson, Chair
Edward F. Gorham
Mark E. Roberts

OTHERS PRESENT:

Lynn R. Mealey, Town Clerk
John Larouche, Town Attorney
Art Forand, Public Works
Glendon "Sonny" James
Steve Sawyer, Cornerstone Energy
Bruce Madore, Summit Natural Gas
Ron Cunningham, Fire Chief

Meeting was called to order at 5:00 p.m.

Bob Henderson made a motion to accept the **minutes of the March 11, 2014** meeting. Mark Roberts seconded the motion. **VOTE – UNANIMOUS.**

Steve Sawyer presented the Board with overview maps of the lines that are going to be going through town and the streets where they will be installed. These are 2" and 8" lines for services to homes in town. They are scheduled to begin in mid-April with completion planned for the end of 2014. The maps show where the pipes will be installed in the road. Most of the 8" lines are going to be installed on 126 and 226 which are DOT roads. The 2" will be used on town streets. They asked about the permitting process for installation of these pipes. It was discussed that Fairview Estates and Rockwood Village are privately owned. They will get in touch with David Varney who owns these roads.

There was discussion about leaving the streets in good shape and not like the damage that was done on the main roads. Art asked where the pipes will be located. Mr. Sawyer explained that they will try to stay in the shoulders as much as possible and not dig in the road if they can avoid that. They will come back to the town with more detailed plans and will see the Code Enforcement Officer for information about the permitting process.

Ed asked when the project will be completely done. Mr. Sawyer said that it will depend on how many people want to sign up for service. If they find a street where none of the residents or not enough of the residents want to hook up, they will not go down those streets. Most of the work will be done during the day unless there is a traffic issue. Mark said he will talk with Bob St.Pierre about the permitting process. Art said they will mark the sewer mains but cautioned that there is a lot of stuff that is not on the maps. Until they get close to the construction, they cannot call out Dig Safe so they would like the town to get everything marked out. Mr. Sawyer said he can put a survey crew with them to help. Art will give them his e-mail information so that they can accomplish this. Bob said he will give Art a hand with this. If it cannot be marked on the road, grade stakes can be used.

The Board asked if they could keep a copy of the proposed service lines. They were given a copy.

Bob asked about the regulator station and its completion. They said that they are installing a guard rail at the site. There will be fencing in the spring. The type of fencing was discussed. Art asked what was going to be done to keep the rip wrap from moving onto the sidewalk. The contractor who does the sidewalks for the town did not clean the sidewalk because of rocks on the sidewalk. Art asked about them putting up a curbing

to keep some of this from happening. They said that there could be a meeting about fencing etc. when the frost is out of the ground. Mr. Sawyer and Mr. Madore left the meeting at 5:37 p.m.

John Larouche was at the meeting to discuss the RFQ (**Request for Quotes**) that Mark designed for the architectural and engineering design for the new fire station. He said it was acceptable and ready to go out. Mark said that he needs to meet with the Building Committee and give them a timeline. Mr. Larouche said that all the documents are done and it should be moved along. The applicants should have at least 2 weeks to come in with proposals. There will be more definite dates set after the meeting of the building committee. After these deadlines have been accomplished, there will have to be a special town meeting to approve the funds.

Art asked Attorney Larouche about the **sewer ordinance** and **possible changes** and/or additions for the ordinance. Houses with signed easements are treated differently than all other residences. The easements are kept in the vault at the office and Art is not able to get to them if an emergency arises during a weekend. He is going to get copies of all the documents to keep with him. John Larouche will review the sewer ordinance carefully and will get back to the Board. Art would just like a clarification on where the responsibility of the homeowner begins and ends. Art would like to adopt a permission slip type paper for the homeowner to sign and state where these details begin and end. Art said that he would like to see this spelled out in detail in the ordinance and that he could not find this anywhere in the existing ordinance. There was a policy made back in 1990 that states that they are responsible from their house to the town sewer main. Art stated that the contractors did not put a chimney outside the residences so when there is a problem so the town has to get into each house and open up the drain and the sewer would be coming into the cellar. What Art would like to see is having the homeowner responsible from the house to 2 feet off of the right of way of the road. John will get back to the town when he has reviewed the existing sewer ordinance. John Larouche the meeting at 5:43 p.m.

Art showed the Board that he had reviewed the **current mowing contract** and some changes that should be made before signing the next contract. He suggested the following:

- 1)The term of the contract should be changed from July 1 – June 30th to the actual “mowing season” which he suggested should be April 1 through November 30th. Mowing should consist of at least 26-28 mowing.
- 2)With regard to road areas listed – he suggested that the cul-de-sac in Maria’s Way/Nadia’s Way should be added but Bob said that there needs to be some work done on that part of the road.
- 3)Remove the section about the pump station as there is no more grass in that area.
- 4)Any sub-contractors should have same coverage and insurance.
- 5)Performance requirements – add in spring clean-up of the properties, sand and winter debris etc. Add in fall clean-up of sticks etc.
- 6) C-7 – move this down into the cemetery section.

Art asked the Board to meet with him, Danny Nadeau and Bruce Crockett to ride around and look at some of the projects in town. It was decided that Tuesday, March 25, 2014 @ 5:00 p.m Bob Henderson and Mark Roberts will be available. This will help with the budgeting of projects.

Bob Henderson mentioned that since Summit is planning on going up School Street, the town may be able to get that fixed during that time.

Art asked about a manhole on Water Street. Bob will contact DOT about this as it is a state road.

Mark said that Ted Berry had not contacted him yet. Art said the person he has been dealing with is Dave Beacham and he will give Mark his cell phone number.

Pam Rideout from Pleasant Street asked to speak to the Board and requested an extension on her sewer bill until the end of April. Bob made a motion to allow this extension. Ed Gorham seconded the motion. **VOTE – UNANIMOUS.** Pam left the meeting at 6:04 p.m.

Ron Cunningham updated the Board on a fire at 38 Mill Road, Randolph. The home was a total loss and the Fire Department had to ask someone to come and sand the driveway/road so that the fire trucks could get back down the steep drive which was ice-covered from fighting the fire. Hydrants were discussed. Ron asked Gardiner Water District to come to Randolph this summer and test the hydrants to report on the output in gallons per minute. Ron is going to give Mark the e-mail addresses for the building committee so that he can set up a meeting.

Sonny James was on the agenda to present the Board with a proposal for his pay structure. His current agreement with the Town expires the 1st of April. The Board asked Mr. James if he would like to go into executive session and he declined.

The Board discussed this with Sonny after getting some figures from the payroll clerk/treasurer for comparison purposes to the past year. Sonny stated what he would like to get and the Board will take this under advisement and talk with Sonny again at the next scheduled meeting, Tuesday, April 1, 2014 @ 5:00 p.m. with a counter offer. Stipend as opposed to salary and call out pay were the items discussed. Until an agreement is reached, Sonny's current agreement will remain in place.

Mark and Bob discussed learning how to deal with alarms etc., at the pump station so that if Sonny is not available someone else can reset the alarms if need be.

The Board signed deeds for two cemetery lots sold and one quitclaim deed.

Ed Gorham made a **motion to adjourn** the meeting. Mark Roberts seconded the motion. **VOTE – UNANIMOUS.**

Meeting was adjourned at 6:35 p.m. Next regular meeting is **Tuesday, April 1, 2014 @ 5:00 p.m.** Two of the Board members may meet with Art Forand, Daniel Nadeau and Bruce Crockett to go out and check on some of the projects to be done in the upcoming year with respect to budgeting etc. Art will set this up.

Respectfully submitted,

Lynn Mealey, Town Clerk