

# Town of Nelson Selectmen's Meeting

May 25, 2016

Executive Board Attending: David Upton, Gary Robinson, Maury Collins, Edie Drinkwater, Admin. Assist.

Others attending: BK Systems rep N. Webster, R. Germeroth, W.O. French, B. Mullet, M. Tarr

At 2:12 PM the meeting was opened by Chair David Upton.

● Nick Webster, a representative from BK Systems came before the Board to discuss the expansion of the fire alarm system already in place in the Town Hall and Library. The system expansion would include "full coverage" detection alarms in all spaces within the Building (closets, bathrooms, even hidden areas above the ceiling in the Town Hall). The system would continue to send alarms to Mutual Aid but would now be transmitted over a dedicated phone line and would provide pin point information as to the location of the trouble. A panel located in the Town office would also be alerted and it too would show the exact location of trouble. The goal is to provide a full coverage, early warning system allowing for prompt and safe evacuation in the event of fire.

● Following a full review of plans submitted with a Building Permit application from Rob Germeroth, David made a motion to approve the Building permit as presented for a new house and shed to be located on Old Stoddard Road on property 005-010-002.

Maury seconded.

The motion carried 3-0.

● David made a motion to approve the public minutes for May 16, 2016 and May 18, 2016.

Gary R. seconded.

The motion carried 3-0.

● There was a brief discussion and update on the Solar project for the Library roof. PUC approval has been confirmed and the work will begin in June.

● The Board signed letters advising all vendors of good and services to the Town of Nelson that orders should only be filled if a Purchase Request approval number is provided. This comes as a result of receipt of invoices and goods that had not been approved in accordance with the Town's Purchasing Policy.

● Maury made a motion to approve the manifest for May 25, 2016 as presented.

Gary seconded.

The motion carried 3-0.

● Following a review of an invoice from "Iron Clad" for Firetruck repairs, and noting that no purchase request or emergency notice had been received by the Board, David made a motion to approve payment of the invoice.

Maury seconded.

The motion carried 3-0.

● It was noted that a shipment of goods that arrived with invoicing has been returned to the vendor due to lack of appropriate funding to make the purchase at this time. The vendor reportedly now understands the process and will reship and invoice once funding is complete.

● The Board reviewed two Purchase Requests from the Fire Department, one for “logo” shirts and another for promotional gifts (paper cutouts, bracelets, etc.) for children.

Viewing these as discretionary spending and noting the urgent need for funds to address Fire Code violations, David made a motion not to approve either request.

Maury seconded.

The motion carried 3-0.

● The Highway Department resubmitted purchase requests (Mag. Chloride, water pump) that had previously been tabled by the Board until M. Tarr can demonstrate where the needed capped funds can be secured from the Highway budget to help with the costs to address the pending Fire Code violations. David made a motion to once again table the requests.

Maury seconded.

The motion carried 3-0.

● Following several discussions by the Board regarding the costs of training, clothing, and equipping Fire and Rescue personnel as well as long distance response time, David made a motion to amend the Town’s Policy and Procedure manual to require that, beginning this date, all new members of the Nelson Fire and Rescue Department must be a resident of Nelson or resident of a Town that is an immediate abutter to a Nelson town boundary. (Harrisville, Stoddard, Sullivan, Roxbury, Hancock, Antrim)

Maury seconded.

The motion carried 3-0.

● Mike Tarr arrived to discuss budget restrictions and agreed to forego roadside mowing this year and to review additional areas where adjustments might be made to help support the corrective measures needed to clear some of the Fire Code violations.

● David made a motion to approve a letter to Jack Bradshaw giving notice of receipt of the first installment of his gift to be used by the Nelson Fire/Rescue Dept. for the purchase of Rescue equipment.

Maury seconded.

The motion carried 3-0.

● Following a brief discussion regarding the “water system” discovered on the Osgood/Hurd Hill property, the Board agreed to notify Town Counsel that no further closing date will be considered for the purchase of the property until the seller demonstrates proof that the entire system has been removed from the property and all landowners who may claim easement or water rights have agreed to release any and all rights and provide proof of the recording of such releases at the Cheshire County registry of deeds.

● Fire Chief W.O. French arrived with B. Mullet, Nelson Rescue Captain to discuss the development of a Fire department policy dealing with Social Media. The need for this policy was brought to light through a complaint that had been filed with the Board of Selectmen concerning inappropriate release of information.

W.O. French informed the Board that a training session had just been conducted by the Fire Dept. concerning this topic and that they have developed a policy which he forwarded to the Board prior to this meeting.

G. Robinson, the Select Board's Fire Dept. liaison, made a few suggestions regarding the policy language and offered to assist French in further developing and formatting the policy. French indicated that he preferred to keep it simple but would consider a time to get together with Gary to look at further suggestions.

● David informed W.O. French that the Board wished to share detailed information with him concerning a specific Fire Department personnel matter that had been brought to the Board in the form of a citizen's complaint. Because this is a personnel matter the specific information would be shared only with French during a Non-Public session.

French insisted that B. Mullet be allowed into the Non-Public session.

Because he was not the department head or the person involved, the Chair refused the request and again stated that only the Fire Chief would be allowed to stay.

After a brief consideration between French and Mullet, French agreed to stay and Mullet exited the meeting.

---

#### Non-Public Session

At 5:22 PM

David made a motion to move into Non-Public session in accordance with RSA 91-A:3 II (a&c) Personnel and Harm to reputation of another.

Maury seconded.

The motion carried by a roll call vote of 3-0 Maury – yes, Gary – yes, David – yes.

Details of the complaint were shared with French including the name of the individual that the complaint was filed against.

French agreed to address the matter in accordance with established Fire department protocol.

David made a motion to seal the minutes. (personnel and Harm to reputation)

Maury seconded.

The motion carried by a roll call vote of 3-0. Maury – yes, Gary – yes, David – yes.

David made a motion to return to public session.

Gary seconded.

The motion carried by a roll call vote of 3-0. Maury – yes, Gary – yes, David – yes.

#### Returned to Public Session

5:37 PM

---

French asked if the Board had reviewed the Purchase Request previously submitted.

David informed him that both Purchase Requests had been declined when considered earlier in the meeting.

French left the meeting.

---

#### Non-Public Session

At 5:42 PM

David made a motion to move into Non-Public session in accordance with RSA 91-A:3 II (a&c) Personnel and Harm to reputation of another.

Gary seconded.

The motion carried by a roll call vote of 3-0. Maury – yes, Gary – yes, David – yes.

The first item to address was a review of documentation provided for qualification of individuals seeking an Elderly exemption.

With all documentation complete and up to date, all applications were approved for the Elderly exemption.

The second item to address was consideration of disciplinary action of personnel (1)

Following discussion and agreement of actions to be taken,

David made a motion to seal the minutes.

Maury seconded.

The motion carried by a roll call vote of 3-0. Maury – yes, Gary – yes, David – yes.

David made a motion to return to public session.

Gary seconded.

The motion carried by a roll call vote of 3-0. Maury – yes, Gary – yes, David – yes.

**Returned to Public Session**

6:19 PM

With nothing further, Maury made a motion to adjourn.

David seconded.

The motion carried 3-0.

Meeting adjourned 6: 21 PM.

May 25, 2016

---

David Upton, Chair

---

Maury Collins, Selectman

---

Gary Robinson, Selectman