

## MINUTES

**SELECTMEN'S MEETING  
TOWN HALL**

**August 12, 2020  
12:00 PM**

---

### ATTENDEES:

Leo Enos, Selectman	Shane Beattie, Selectman	Leon Rideout, Selectman
Edward Samson, Town Manager	Alan Savage	Rob Christie
Michael Nadeau	Charity Baker	Ted Joubert
Scott Quilty		

The meeting was called to order at 12:00 p.m. by Chairman Leo Enos

### PLEDGE OF ALLEGIANCE

Ed introduced Scott Quilty who was present to discuss moving forward with creating a new emergency dispatch center. Scott mentioned he has been in the dispatch business for a long time and has owned a dispatch center. He has built dispatch centers for other communities and feels it is important to make it run independently under the supervision of the Board of Selectmen and the Town Manager but involve the police chiefs and fire chiefs to give input. He will explore other avenues to create revenue to help offset the expenses. He believes the center could be as big or small as the board would like. He feels the Town really needs to start moving forward with creating a dispatch center. The State has given 2 years to make a change and Scott feels it is going to take at least that amount of time to get everything together. Ed mentioned they spoke briefly about putting together a contract with Scott as to what his role will entail and his fee.

Leo asked where the dispatch center will be located. It was mentioned that the hospital no longer wants to dispatch ambulances, however, they have space for the town to create a dispatch center. Leo asked if there are any other towns that are interested in hosting a dispatch center. Ed said nothing has been mentioned or discussed. Leo's concern is the hospital may decide down the road that they no longer want it located there. Ted mentioned it is a huge benefit, financially, to the hospital to have it located in their facility.

Scott went over many ideas for transitioning from the State dispatch center to a town run regional dispatch. He mentioned it will be a good opportunity to make any upgrades to equipment. He stated it will give some redundancy in equipment, which is good to have back up in case the primary equipment fails.

Shane confirmed that Scott's services would be to act as a consultant to help the town with the transition. Scott said he would not just be a consultant, he would like to help with more a hands on approach by gathering information and talking with those that will be involved with the site.

Rob Christie asked how many dispatchers would be needed to staff all shifts. It was mentioned it will probably be around 10+ people.

Scott mentioned during the process updates/status reports should be given at the Board of Selectmen’s meetings and if decisions need to be made it can be done at the meeting.

It was asked the condition of the current equipment and longevity of it. Ted said its 6 years old and there is no idea on the longevity of it. Ed mentioned there is no line item in the budget that is dedicated to dispatch equipment at the highway office. Years back a grant was received to purchase the current dispatch equipment.

Ed asked the board if they are interested in hiring Scott to facilitate moving forward with creating our own dispatch center. The board was good with utilizing Scott’s expertise.

**Motion made by Shane and seconded by Leon to pursue moving forward creating a dispatch center with Scott Quilty as a consultant. All in favor. Motion carried.**

Ed mentioned the fuel oil bids went out and CN Brown contacted him to ask if the Town has ever thought of purchasing their own tanks so they don’t need to be swapped out every time the Town changes vendors. CN Brown would like to calculate the cost of the tanks into the cost they bid for propane so they will be paid off at the end of the contract. Ed would like to send that additional request out to the other bidders. Leon mentioned the tanks need to be tested periodically and asked if that will be an additional expense. Rob mentioned he owns his own tank and has run into trouble with his tank needing to be tested and there have been additional expenses. Alan Savage also mentioned there are other issues with owning your own tank.

Leon mentioned maybe the board should not add purchasing tanks to the bidding process at this time until they research more about testing and owning our own tanks. The board agreed not to change the bid request at this time.

Ed mentioned the Page Hill Road railroad crossing was completed over the last couple of days. The only thing left is taking out the bypass and seeding the property owner’s lawn. There was more discussion regarding the rest of Page Hill Road and the water line needing to be replaced along it. Leo mentioned he was talking with Keith Kopp who is on the NCIC board and he mentioned there is grant money out there that the town could look into applying for. Ed stated Ben is already looking into some of that money to put a generator on Mt Orne for the town’s radio equipment tower.

Leo had questions regarding the Lancaster Conservation Commission and the Town Forest funds. Rob asked where the money realized from the timber cut in 2006, 2007 and 2008 was deposited. He stated money made from harvesting of the town forest should go into the Town Forest fund. The money from the last cut was not added to a town forest fund so it must be sitting in the general fund. Rob mentioned at the last Lancaster Conservation Commission meeting it was discussed the timber harvesting that is coming up in the next several years and an account needs to be created.

Leo mentioned the Lancaster Conservation Commission needs to have a file cabinet and it was mentioned there is one 4-drawer cabinet in the file room and the Commission will have access. Rob also has concerns regarding backing up email from the server to a town computer. It was

mentioned he is using his personal computer and would like to find a way to put the commission information on a town system. It was recommended the commission purchase a laptop. Ed is going to look into purchasing a laptop.

Rob mentioned the July 29, 2020 meeting minutes didn’t reflect a motion that was made regarding the letter of credit for the Northern Forest Center changing to a loan to the Garland Mill. There was discussion regarding that change. He also had a concern the money was coming out of the Main Street fund and given to a business that is not on Main Street. It was mentioned the money was coming from the Lancaster Loan fund and it is not specific to businesses on Main Street. Rob asked if the money is still going to pass through the Passumpsic Bank now that it is a loan and not a letter of credit. Ed believes that it will still be with the Passumpsic Bank however he has not received the final documents.

Shane shared a highway employee is leaving and it is a good time to update the job description before we post the opening. Ed mentioned Justin Bishop is leaving and going back to Asplundh.

**Motion made by Shane and seconded by Leon to adjourn. All in favor. Motion carried.**

Respectfully submitted,

Charity M. Baker

Board of Selectmen

Date: \_\_\_\_\_

\_\_\_\_\_  
Leo Enos

\_\_\_\_\_  
Leon Rideout

\_\_\_\_\_  
Shane Beattie