

# LYNDEBOROUGH BOARD OF SELECTMEN

## MEETING MINUTES

January 2, 2019

*Approved*

### I. Call to Order:

Chairman Douglas called the meeting to order at 6:01 p.m.

### II. Introduction of Members Present:

Chairman Fred Douglas, Selectman Mark Chamberlain and Selectman Richard McQuade  
Town Administrator Russ Boland and Recorder Kathleen Humphreys

**Public Present:** Interim Highway Supervisor Mark Chase

**Media Present:** Jessie Salisbury

### III. Appointments:

**6:05 p.m.**

#### **Mark Chase re: 2019 Highway Department Warrant Articles**

Mr. Chase is here to address Warrant Article 14 and Warrant Article 15

Warrant Article 15 would be “changing the purpose”, which would occur only if Warrant Article 14 is passed.

T/A Boland and Mr. Chase wanted direction from the Board on a few options which include leaving the Warrant Article as originally planned with a front end loader, change it to a Backhoe or no warrant article at all this year.

The Backhoe Loader is a 2007 John Deere 710J. The Backhoe Front End Loader needs repairs to its front end estimated at \$8,250. Repairs include the back pistons, the two arm pistons, the stabilizer pistons, rear swing pistons as well as a concern with the transmission. Mr. Chase described that the transmission is sluggish and lags as if it's low on fluid which it is not. The filters have been changed and there is a service plan to deal with this maintenance.

The trade amount for the John Deere 710J is \$25,000 towards a 2019 purchase. Copies were provided to the Highway Advisory Board and Town Administrator. The Board has a concern about the transmission.

The Highway Advisory Committee recommended replacing this Backhoe. Mr. Chase was not sure if they were aware of the transmission concerns the night they made their recommendation because it just came to light within the past two-weeks. Chair Douglas asked that the record reflect that additional information was brought in indicating the transmission has an issue that include transmission problems where it has shifting problems and it is sluggish. All fluids and all maintenance have been completed.

The Board needs to make a decision if they are going forward with what was outlined by the Highway Advisory Committee or make a decision other than that.

Mark Chase mentioned he made his opinion known to the Highway Advisory Committee but would go along with their decision. The Selectmen asked his opinion and Mr. Chase replied he would prefer a Front End Loader. He also made it clear he would not want to go with the lowest bid price because he is aware of issues with the Case. He would recommend purchasing a machine that will last at least 15 years.

T/A Boland provided information that the expected life of the CIP in this case would be 15 years.

Per the November Highway Advisory Committee meeting, Mr. Chase researched prices for backhoes. He does not have prices on a Front End Loader. The Selectmen asked Mr. Chase to accelerate his efforts to get a RFP from at least three vendors for a Front End Loader and provide that information to the Town Administrator by January 13-January 14, 2019, so it can be discussed at the January 16, 2019 meeting. The Budget Committee will hear it on January 22, 2019.

Mr. Chase felt that a Front End Loader, and anticipated rental of mini excavator, would cover all the summer projects. For what they need to do, a grader, backhoe, loader and mini excavator would do all the work the Highway Department has lined up for the roads and culvert.

#### **Resident Correspondence: Regarding Mountain Road during Storm**

The Board was provided a correspondence. It was agreed that T/A Boland will respond with a phone call then follow-up with a letter in response to a resident's complaint.

Mr. Chase said he is not making excuses and noted a lot of the roads had issues such as Crooked S Road, the State Highway, New Road, Locus Lane, and Mountain Road. Selectman Mark Chamberlain added that the roads were still slippery even in the afternoon.

Mark Chase added that the Town's Insurance Adjustor was at the Town Barn prior to tonight's meeting in regards to the filed insurance claim on December 28, 2018. Mr. Chase voiced his concern to the Adjustor that he did not contact the town prior to going onto town property and did not have permission at the time he was there. The keys were not in the vehicle so the Adjustor was not able to get the mileage. Mr. Chase said the mileage is about 136,000 miles.

It was noted that the vehicle still works regardless of the tailgate and it's a spare.

The scenario was town truck was back sanding New Road during the ice storm. The Town's truck was coming around the corner near Mel's circle. The other vehicle said they pulled off as far as he could and the town truck hit them. Driver's side quarter panel and head light were damaged and the rear post on the tailgate of the Town's 550.

Interim Highway Supervisor Chase felt that things are running smoothly and there are no major problems. The Highway Department is working on a water issue on Mountain Road. Water is washing out Donnie Swain's driveway during heavy rain. Its Mr. Chase's opinion the ditch is not deep enough on the in-let side. The Board discussed this issue and Mr. Chase offered to inspect the area with the Board.

New Highway Department employee part-time Bob Benson will start Monday, January 7, 2019.

The Highway Department purchased steel in preparation of making repairs to the plows. The salt and sand are in good shape for now.

Interim Highway Supervisor Mark Chase completed the employee evaluations. He had private conversation with each employee.

**IV. Community Forum and Public Comment:**

No comments

**V. Decision Making Actions:**

**Old/Tabled Business:**

**-2019 Warrant Articles Review**

T/A Boland discussed there is the addition of Article 2 and Article 3, which are Planning Board submissions for the ballot. All the other Warrants are “routine” until Article 14 and Article 15, which were previously discussed. Interim Highway Supervisor Mark Chase will be providing information prior to the next meeting.

Warrant Article 18 added the language, “The authority contained in this Warrant Article shall only remain in effect for one year from its passage or take any action relative there to”. The Conservation Commission will vote on this language change on January 10, 2019.

The Warrants have been sent to Attorney Drescher for review and the latest version was sent to the Selectmen.

**2018 in Review**

Chairman Douglas asked the Selectmen if they could write down highlights from 2018 to include in the Town Report. Selectman Chamberlain offered to draft the Selectmen’s Report.

Jessie Salisbury offered to send the Selectmen a preview of her “Year in Review”.

**-2018 Encumbrances**

The Selectmen discussed an additional encumbrance for engineering work to be done by Northpoint Engineering to help with improving the sight line on Center Road in addition to other Center Road improvements as part of a three-year project.

**VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to approve an Encumbrance contained in Addendum A for Northpoint Engineering at the cost of \$12,400 for a grand total of \$233,375, combined with the previous two encumbrances which were adopted on December 5, 2018 for the dump truck \$220,000 and the cemetery loam screening for \$975. The motion was approved 3-0.**

**New Business:**

**Municipal Building Energy Audit Report Review**

Ed Dwyer from EEI conducted an energy audit and generated a report which was sent to Eversource. There are savings that are paid for with grants and savings through energy savings. Chairman Douglas made the point to take into account the historic value of Citizens' Hall.

**Correspondence from Wilton regarding Tourist Train**

T/A Boland was notified by email on Friday, December 28, 2018 that the Wilton Economic Development Team is working on submitting an application to reinstitute the tourist train from Wilton, through Lyndeborough up to Greenfield. T/A Boland does not have cost information and felt the Town of Lyndeborough cannot endorse the project by tomorrow. T/A Boland will attend their next meeting on January 15, 2019.

**Items not on Agenda:**

None

**V. Town Administrator Report**

T/A Boland commented it looks like the budget will end the year in good shape.

The Scout Road debris removal project is still ongoing. Sharon Akers will contact Matt Fish for an update.

The Curtiss Dogwood sign is in jeopardy of falling down. The State was notified.

The Selectmen will meet on Monday, January 7, 2019 at 7:00 p.m. to discuss future locations of a fire station.

**VI. Selectmen's Report**

**a. MACC Base Action & Agenda**

No items to discuss.

**b. Transportation Committee**

No items to discuss.

**c. Planning Board**

No items to discuss.

**d. Heritage Commission**

No items to discuss.

**e. Safety Complex**

No items to discuss.

**VIII. Consent Agenda**

<b>January 2, 2019 Consent Agenda</b>			
<b>Item #</b>	<b>Item Title</b>	<b>Item Date</b>	<b>Approved</b>

1	AP Warrants –December 26, 2018 & January 2, 2019	1/2/2019	Yes
2	Payroll Warrant – December 17 – December 30, 2018	1/2/2019	Yes
3	Request to Approve Issuance of Timber Yield Tax Levy & Warrant, Post (18-279-12T, Map/Lot 220-034)	1/2/2019	Yes
4	Board of Selectmen’s Public Meeting Minutes – December 19, 2018	1/2/2019	Yes
5	Board of Selectmen’s Non Public Meeting Minutes – December 19, 2018	1/2/2019	Yes

**IX. Information Items Requiring No Discussion**

None

**X. Non-Public Session RSA 91-A:3II (a & I)**

**VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to enter a non-public session RSA 91-A:3II (a & e) at 7:06pm. All voted yes. Motion passed 3-0.**

**VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to exit the non-public session at 8:31 p.m. Motion passed 3-0.**

Once back in Public Session, The Board directed T/A Boland to have a list of all current use properties to them prior to the next meeting on January 16, 2019, for their review at the meeting.

**VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to adjourn at 8:35 p.m. Motion passed 3-0.**

**Adjournment:**

All scheduled items having been addressed, the public meeting was adjourned at 8:35 p.m.

Next meeting: Monday, January 7, 2019 at Citizens’ Hall at 7:00 p.m.

Next regular meeting: January 16, 2019 at Citizens’ Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Fred Douglas

Selectman Mark Chamberlain

Selectman Richard McQuade