

**LYNDEBOROUGH BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**July 18, 2018**

**I. Call to Order:**

Chairman Douglas called the meeting to order at 6:00 p.m.

**II. Introduction of Members Present:**

Chairman Douglas, Selectman Chamberlain, Selectman McQuade, Town Administrator Russ Boland

**Public Present:** Mark Schultz

**Media Present:** Jessie Salisbury

**III. Appointments: 6:05pm Michael Allen re: 9 Grove Road**

Michael Allen was not in attendance.

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

Jessie Salisbury advised the Board the sign for the Clark Pottery site has been ordered. Jessie also advised the Board that Woodward Monument and the cemetery on Route 31 will have signs ordered for them shortly.

The Board asked T/A Boland the status of the new flagpole in Johnson’s Corner Cemetery. T/A Boland advised he has spoken to Cemetery Trustee Chairman Rogers and was told the Trustees are looking into the purchase and placement of the flagpole. The Board instructed T/A Boland they would like to see the project completed by Veteran’s Day. T/A Boland will contact Chairman Rogers.

**V. Decision Making Actions:**

**a. Consent Agenda:**

<b>July 18, 2018 Consent Agenda</b>	<b>Item Date</b>	<b>Approved</b>
AP Warrants – June 25, July 10 & 17, 2018	7/18/2018	X
Payroll Warrant – June 18 to July 1, 2018 and July 2 to July 15, 2018	7/18/2018	X
Request for Approval of Purchase Order # 2048 – CWS Fence & Guardrail – Mountain Road Guardrail (1/5/2018 Accident) (Inv.# 180491)	7/18/2018	X
Request for Approval of Purchase Order # 20790 – Shattuck Paving – Library and Citizens’ Hall Parking Lot Paving (Inv.# 6255)	7/18/2018	X
Request for Approval of Purchase Order # 80451 – VT Hackney Inc. – Rescue Vehicle Wheel Covers (Inv.#100423, CO# 3996)	7/18/2018	X
Request for Approval of Purchase Order # 80452 – VT Hackney Inc. – Rescue Vehicle Outlet Strip and Graphics (Inv.#100423, CO.# 3982)	7/18/2018	X
Request for Board Certification of 2018 MS-535	7/18/2018	X
Request for Approval of Petition and Pole License from PSNH (Herrick Road – 243/2S)	7/18/2018	X

Request to Approve Eversource Tree Trimming – Utility Pole Adjacent to Citizens’ Hall	7/18/2018	X
Request for Designation of Entity Administrator – System Award Management System (SAM)	7/18/2018	X
Request to Designate Authorized Agent – Federal Surplus Property Program	7/18/2018	X
Board of Selectmen’s Public Meeting Minutes – June 20, 2018	7/18/2018	X
Board of Selectmen’s Non Public Meeting Minutes – June 20, 2018	7/18/2018	X

The Consent Agenda was tabled until the end of the meeting.

**b. Old/Tabled Business:**

**Safety Complex or Other Options Committee:**

Selectman Chamberlain advised that Zeke Harkleroad, Chief Brian Smith, T/A Boland and Selectman Chamberlain met to discuss future possible locations for fire stations on Tuesday July 10, 2018. During this meeting items from the Safety Complex or Other Options Committee were discussed, along with potential future locations of fire stations.

Chairman Douglas stated further action on this topic should wait until the Fire Chief has finished his analysis of the short term and long term needs of the Fire Department relative to station locations. The Board was in agreement with Chairman Douglas’ recommendation. T/A Boland will contact Chief Smith to find out what the status is of the report.

**Cross Walk in the Village:**

Selectman Chamberlain advised Chief Deware and T/A Boland have met with State DOT and determined placing a cross walk in the village is not feasible at this time. The State will be adding signage in the village within the next three weeks to warn of pedestrian traffic in the area.

**c. New Business:**

**2018 Crack Sealing Program:**

T/A Boland advised the crack sealing program for 2018 will include the Second New Hampshire Turnpike, New Road (on the Turnpike end) and Mountain Road, where required. It is anticipated the work needed to complete crack sealing on the identified roads will take approximately four days. The Board was advised currently we have budgeted for two days of crack sealing, but given that guardrail installation will not take place this year due to unforeseen events, the additional two days of crack sealing will be covered.

The Board agreed the crack sealing program is vital to the roadway program and directed T/A Boland to proceed.

**d. Items not on Agenda:**

Jessie Salisbury asked the Board to consider allowing the Historical Society to have the sign located on Putnam Hill Road that reads “Slow Children”. This sign is currently covered by brush and was put up when there was a schoolhouse in the area. The Board agreed to allow the Historical Society to take ownership of the sign. T/A Boland will notify

the Highway Department to take the sign down and give it to Jessie Salisbury for the Historical Society.

**VI. Town Administrator Report**

- The Highway Department Advisory Committee will meet on July 30, 2018, at 7:00 pm at Citizens Hall.
- The Street Light Study Advisory Committee will meet on July 23, 2018, at 7:00 pm at Citizens Hall.
- T/A Boland is working with Wilton and Temple to develop an Inter-Municipal Agreement for the Ambulance service. The draft agreement should be ready for the Board's review within three weeks. Additionally, other areas of shared cooperation are being explored in an effort to reduce costs and increase efficiencies, such as cooperative purchases and IT services.
- Members of the Fire Department Rescue Truck Committee will be traveling to North Carolina on July 24, 2018, to inspect and take delivery of a new rescue truck from VT Hackney Fire Apparatus. Chief Smith is unable to make the trip but has authorized Assistant Chief Berkebile to sign for the vehicle if it is found to be acceptable.
- The Planning Board will be conducting a public hearing on July 19, 2018, at 7:00 pm at Citizens Hall to review tree cutting on scenic roads. This public hearing was requested by Eversource.
- The Zoning Board of Adjustment met on Tuesday July 17, 2018 and voted to grant a request from Larry Boisvert to rehear his appeal to an administrative decision. The rehearing is scheduled for August 7, 2018.
- T/A Boland made the Board aware of research being conducted by staff regarding modifications made to the town's tax maps in 2006.
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**VII. Selectmen's Report**

**a. MACC Base Action & Agenda**

No items to discuss.

**b. Transportation Committee**

No items were discussed

**c. Planning Board**

There will be a Planning Board meeting tomorrow night July 19, 2018, at 7:30 pm. One item on the agenda is a public hearing requested by Eversource for tree cutting on scenic roads.

**d. Heritage Commission**

The commission will be conducting a membership drive in the near future. The commission will be submitting a letter to the Board regarding their desire to obtain 9 Grove Road.

**e. Safety Complex**

This topic was discussed earlier in the meeting

**VIII. Information Items Requiring No Discussion**

None

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

**VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to enter a non-public session per RSA 91-A:3II (a & c) at 7:04 pm. All voted yes. Motion passed 3-0.**

**VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded re-enter the public session at 7:35 pm. Motion passed 3-0.**

Once back in public session the Board discussed and reviewed the Consent Agenda.

**VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to accept the Consent Agenda as printed. Motion passed 3-0.**

The Board discussed prioritization of work activity for the Highway Department regarding the upcoming paving project, and in particular Baldwin Hill Road.

The Board directed T/A Boland to have the Highway Department conduct grading activity on the gravel roads. T/A Boland will notify Road Agent Perry.

**VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to adjourn at 7:45 pm. Motion passed 3-0.**

**Adjournment:**

All scheduled items having been addressed, the public meeting was adjourned at 7:45 pm.

Next regular meeting: August 1, 2018, at Citizens' Hall at 6:00 pm.

Russ Boland, Transcriber

Chairman Fred Douglas

Selectman Mark Chamberlain

Selectman Richard McQuade