

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
September 26, 2018
Approved

I. Call to Order:

Chairman Douglas called the meeting to order at 6:00 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: Fire Chief Brian Smith

Media Present: Jessie Salisbury

III. Appointments:

6:05 p.m. Public Hearing – Proposed Parking Ordinance

Chairman Douglas opened the Public Hearing at 6:05 p.m.

The Board reviewed the updated Proposed Parking Ordinance.

Public Comment closed at 6:11 p.m.

VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to accept the Town Ordinance 2018-1: Parking Ordinance as presented. Motion passed 3-0.

-A copy will be provided for the Police Department's records, given to the Town Clerk's office for record retention, posted at both Town Halls, posted on the town's website and published in the local newspaper.

6:15 p.m. – Fire Chief Smith, Fire Department Future Needs Discussion

Fire Chief Brian Smith was present.

Chief Smith presented an 11-page document for the Board to review. The document will be put on an upcoming agenda for a non-public session. Chief Smith mentioned the questions came from the Safety Complex & Other Options Committee's presentation at Town Meeting and the department took that presentation into consideration. The document broke down the pros and cons and provided an explanation why the Fire Department agrees or disagrees with the report. Chief Smith said the department is open to public comments and concerns.

At this time, Chief Smith does not have answers on the cost to upgrade the current location or construct a new substation. There are issues with the current station. Selectman Chamberlin added the fire station on Forest Road won't meet current codes. There are concerns that the station can't be built-up or expanded.

Currently, there is about \$5,400 appropriated to the Safety Complex & Other Options Committee and it was discussed if that money could be used for a building study.

Wilton Ambulance Inter-Municipal Agreement Report

The document has been updated and reviewed. There will be a Signing Ceremony on Monday, October 22, 2018 during the Wilton Selectmen’s meeting. Lyndeborough will post that the Selectmen will be meeting in Wilton. The Lyndeborough Selectmen discussed they will open their meeting, have a discussion, then entertain a motion to accept the ambulance document.

IV. Community Forum and Public Comment:

Jessie Salisbury presented the hand-painted historic marker for the Woodward Monument on Center Road. Future historic markers include Clark Pottery on the 2nd N.H. Turnpike and the cemetery on Rt. 31.

V. Decision Making Actions:

a. Consent Agenda:

| September 26, 2018 Consent Agenda | | | |
|--|--|-----------|--------------------|
| Item # | Item Title | Item Date | Approved |
| 1 | AP Warrants – September 18 & 25, 2018 | 9/26/2018 | Tabled to 10/10/18 |
| 2 | Payroll Warrant – August 27, 2018 – September 10, 2018 | 9/26/2018 | Tabled to 10/10/18 |
| 3 | Request for Approval of Purchase Order # 998 – Henry W. Dow – Crack Sealing Mountain Road, New Road, & 2nd NH Turnpike | 9/26/2018 | Tabled to 10/10/18 |
| 4 | Request for Approval of Purchase Order # 2052 – Advanced Excavation & Paving – Paving Baldwin Hill Road, Center Road (2), & New Road (Inv. #'s 18465, 18464, 18480, & 18463) | 9/26/2018 | Tabled to 10/10/18 |
| 5 | Request for Approval of Purchase Order # 2053 – D.C. Slocomb Co. LLC – 2008 Volvo Repairs (Inv. # 16909) | 9/26/2018 | Tabled to 10/10/18 |
| 6 | Request for Approval of Purchase Order # 2054 – D.C. Slocomb Co. LLC – 2008 Ford F-550 (Inv. # 16916) | 9/26/2018 | Tabled to 10/10/18 |
| 7 | Request for Approval of Purchase Order # 20715 – Santander Leasing, LLC – 2016 Freightliner Lease Payment (Inv. # 2208776) | 9/26/2018 | Tabled to 10/10/18 |
| 8 | Request for Approval of Intent to Cut Application (18-279-09T) – Accessed Via Center Road | 9/26/2018 | Tabled to 10/10/18 |
| 9 | Endorsement of Thank You Letter to Piscataquog Land Conservancy | 9/26/2018 | Tabled to 10/10/18 |
| 10 | Request to Approve September 12, 2018 Tabled Selectmen’s Agenda | 9/26/2018 | Tabled to 10/10/18 |
| 11 | Board of Selectmen’s Public Meeting Minutes – September 26, 2018 | 9/26/2018 | Tabled to 10/10/18 |

The Board of Selectmen tabled the Consent Agenda to the October 10, 2018 meeting.

b. Tabled Business

None

c. New Business:

Wilton Building Inspector Inter-Municipal Agreement Review

The Board and T/A Boland discussed the agreement.

VOTE: Selectman Chamberlain made a motion to authorize T/A Boland to sign the Inter Municipal Agreement between the towns of Wilton and Lyndeborough for the Building Inspector. Selectman McQuade seconded. Motion passed 3-0.

T/A Boland will discuss this agreement with Attorney Bill Drescher before authorizing it.

Acceptance of Donation from the Piscataquog Land Conservancy (for the Rose Mountain Rumble) in the amount of \$150.00, per NH RSA (31:95 e)

The Piscataquog Land Conservancy sent the town a check for \$150.00 as a donation in lieu of rental fees for the use of Center Hall for the Rose Mountain Rumble. The funds will go into the general fund as revenue.

VOTE: Selectman Chamberlain made a motion to accept a check from the Piscataquog Land Conservancy (check number #416, dated 9/14/18) for the use of the parking lot during the Rose Mountain Rumble. Selectman McQuade seconded. Motion passed 3-0.

Chairman Douglas suggested the funds could be used to repair the flag pole chains at Center Hall.

d. Items not on Agenda:

None

VI. Town Administrator Report

-T/A Boland reported the Highway Department asked how far up the work should go on French Road. Chairman Douglas will show Interim Highway Supervisor Mark Chase the location, which is at the cellar hole on right side, estimated three-quarters of a mile up on French Road.

-The Town received a Right-to-Know Request from Attorney James Lombardi of Lombardi Law Offices to review records related to the current ZBA case involving Larry Boisvert/Portable Privies Home Business. T/A Boland said it was a productive meeting and Mr. Lombardi wrote a nice note thanking the office for their professionalism. The Right-to-Know request and materials were properly noted in the RTK log book

-The Meyers plow was sold and the town received a check.

-The 1985 Massey Ferguson Tractor needs a lot of work and the Highway Department feels this vehicle is not needed in the department's fleet. The tractor could be sold at an

upcoming auction. The auction house keeps 10% of the profit. Options to transport the tractor were discussed.

VOTE: Selectman McQuade made a motion to contract with St. Jean Auction House in Concord to auction off the 1985 Massey Ferguson Tractor. Selectman Chamberlain seconded. Motion passed 3-0.

-The Highway Department asked for a handicap sign for the Purgatory Falls parking lot. It was discussed the signs need to be cemented with rebar and utilize 1-way bolts to ensure the sign is not unlawfully removed.

-2018 Budget. The budget is at 72.58% spent at 75% of year. After factoring in the payment for the dump truck the revenue will be at 78% at 75% of the year.

-Chairman Douglas inquired about the cost of recent maintenance on two Highway vehicles which cost \$5,700 and \$3,400. T/A Boland explained the expenses and where the money will be allocated from. Chairman Douglas went back to the question he posed to Interim Highway Supervisor Mark Chase at the last meeting, when he asked if Mr. Chase sees anything that needs to be done to the highway vehicles and the answer was, "No". Chairman Douglas would have preferred to hear, "They are due for inspection", because now there is an unexpected \$8,000 bill. Having inspections in September or October vs some of the inspections in the spring was discussed. T/A Boland reiterated the plan is as Chairman Douglas outlined, but it's unsure if it's being executed as expressed which is to do a minor inspection in the spring and a major inspection in the fall so the equipment is ready for winter.

T/A Boland discussed future rental equipment such as a roller for the dirt roads. The Board also discussed the crack sealing expense, culverts and grates. It was mentioned that some of leftover culvert materials were used for Baldwin Hill Road.

-The Board asked about the "No Thru Trucking" concerns with Mont Vernon in regards to transporting sand for the Highway Department. Most of the roads heading into Lyndeborough are posted "No Thru Trucking" but Mont Vernon granted the Lyndeborough Highway Department an exception. T/A Boland sent the Town of Mont Vernon a thank you email.

-Lyndeborough and Mont Vernon entered into an electrical aggregate agreement with NRPC, which was executed on September 25, 2018.

-The Street Light Committee is meeting regularly. A report is expected in mid-October.

VII. Selectmen's Report

a. MACC Base Action & Agenda

No items to discuss.

b. Transportation Committee

No items to discuss.

c. Planning Board

Chairman Douglas asked if there are supporting photographs of the work Granite State Concrete subcontracted for Mr. Bell's buffer. He would like to have Mr. Bell's opinion as part of the official record to see if he's satisfied with the work. Planning Board Secretary

Humphreys provided an update that two trees died, but Mr. Bell will be in contact with Greener Group for a replacement. There is a one-year guarantee on the trees.

d. Heritage Commission
No items to discuss.

e. Safety Complex
No items to discuss.

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 into a non-public session according to RSA 91-A:3II (a & c) at 7:04 p.m. All selectmen voted yes. Motion passed 3-0.

VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to re-enter the public session at 8:02 p.m. Motion passed 3-0.

Once back in public session a vote taken in non-public was announced:

The Board voted on a motion by Selectman Chamberlain, seconded by Selectman McQuade to require all future purchases needed to complete the Rescue Truck Project to be approved in advance by the Board. Motion passed 3-0.

VOTE: Selectman McQuade made a motion to adjourn at 8:02 p.m. Selectman Chamberlain seconded the motion. Motion passed 3-0.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 8:02 p.m.

Next regular meeting: October 10, 2018 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Fred Douglas

Selectman Mark Chamberlain

Selectman Richard McQuade