

1 **LYNDEBOROUGH BOARD OF SELECTMEN**

2 **MEETING MINUTES**

3 **March 27, 2019**

4 *Final*

5  
6 **I. Call to Order:**

7 Selectman Chamberlain called the meeting to order at 6:00 p.m.

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9 **II. Introduction of Members Present:**

10 Selectman Mark Chamberlain and Selectman Richard McQuade

11 Chairman Fred Douglas was excused

12 Town Administrator Russ Boland and Transcriber Kathleen Humphreys were present

13  
14 **Public Present:** John Clark, Jen Weston and Walter Holland

15  
16 **Media Present:** Jessie Salisbury

17  
18 **III. Appointments:**

19 **6:05 p.m., John Clark re: IT Committee Formation Discussion**

20 T/A Boland started the conversation with the fact that many residents in town have an  
21 issue with internet service not meeting their needs.

22  
23 Resident John Clark proposed forming an IT Committee, along the vein of the Street  
24 Lighting Committee and Safety Complex & Other Options Committee, to do research,  
25 consulting and present information to the town so they can decide what to do. It will be a  
26 volunteer committee with no budget. Anyone with expertise can help answer questions.  
27 The IT Committee shall consolidate information that people can refer to assisting current  
28 or perspective residents and business owners. This will all be public information.

29  
30 T/A Boland said it's frustrating from a financial point-of-view. For example, people losing  
31 home sales due to poor internet service. The proposed IT Committee can help even the  
32 playing field by having knowledgeable people in this field assisting.

33  
34 Mr. Clark said that almost any solution will involve money. He feels the Safety Complex  
35 would take priority because that performs a Town function.

36  
37 The proposed IT Committee would provide data used to help make informed decisions  
38 and provide current options that are available.

39  
40 **VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to allow**  
41 **T/A Boland to put the process in motion to start an IT Committee. Motion passed 2-0.**

42  
43 **IV. Community Forum and Public Comment:**

44 Jessie Salisbury informed the Board that the Fourth Grade History Tour is scheduled for  
45 June 6, 2019. She directed a comment to Capt. Walter Holland that the students would  
46 be delighted if the Lafayette Artillery Company could display the cannon at the tour. All  
47 the groups will be in Lyndeborough on the morning of June 6, 2019.

49 **V. Decision Making Actions:**

50 **New Business:**

51 **Old Town Barn Roof Request for Proposal Review**

52 Walter Holland was present.

53

54 T/A Boland read the bid sheet for the replacing the Old Town Barn's roof. The document  
55 was previously reviewed by the Building Inspector/Code Enforcement Officer. Bids are  
56 due by 2:00 p.m. on April 22, 2019. The project should be completed by July 1, 2019 or  
57 there could be a penalty fee at the discretion of the Town.

58 It was discussed to include language, "Under no circumstances shall any deteriorated  
59 portion of the roof structure be left". Mr. Holland mentioned there is a seldom used  
60 chimney and has concerns about the flashing then proposed adding the language,  
61 "flashing around the chimney" and "follow good roofing practices". It was decided to add  
62 to item #2, "Replace any sheathing and/or flashing".

63 Line #3 changed to include, "The installation of the new roofing material shall follow  
64 codes and/or best construction practices as deemed proper by the Lyndeborough  
65 Building Inspector".

66 Old shingles can be disposed of at the Wilton Transfer Station at no cost to the  
67 contractor. Mr. Holland mentioned there is some sheet rock that should be disposed of  
68 at the same time.

69 Selectman McQuade asked about vents to help prevent mold growth and moisture. Mr.  
70 Holland replied there are no vents due to the way the roof attaches to the sides.

71 Mr. Holland believed the first portion of the building was built in 1937. It was discussed if  
72 the old roller could have been housed at the Old Town Barn. It was believed the town  
73 hearse had its own house.

74 On another topic, Mr. Holland mentioned the culverts on Pinnacle Road are blocked  
75 resulting in the road being washed out in areas. His yard is in bad shape due to the  
76 water runoff. Mr. Holland was informed the culverts are cleaned in the spring by a  
77 contractor. The town does culvert work in the fall in preparation for winter runoffs.

78 Mr. Holland asked to be included in any future fire station discussions.

79 **Old/Tabled Business:**

80 **New Website Discussion**

81 The project is moving forward with developing a template. Administrative Assistant  
82 Dawn Griska is working with CivicCMC.

83 **Municipal Buildings Energy Audit Report Review**

84 According to T/A Boland the audit does not appear to have an economic benefit to  
85 replace the heating system for Citizens' Hall or the Lyndeborough Fire Station. The  
86 Town will have to look at other options for the heating concerns.

87 After reviewing the audit information, it does make sense to have the lighting replaced  
88 and make weatherization improvements in all three municipal buildings. T/A Boland  
89 reviewed the figures and the payback expectation. The cost will be incorporated into the  
90 Eversource monthly bill so there will not be an increase or decrease in the bill until the  
91 project is paid off.

92 Scott Roper is the expert on historic registers and should be consulted on the heating  
93 system proposal. New Boston installed the system if the Board would like to see an  
94 example. It was discussed that the boxes would stick out of the walls.

95 For the Highway Garage, a key component for weatherization is the spray-in insulation.

96 The Board was in consensus for T/A Boland to continue working on the Municipal  
97 Building Energy Audit project and work with Eversource regarding the on-bill financing.

98

99 **New Business Continued:**

100 **2019 Investment Policy Re-Adoption Discussion.**

101 T/A Boland would like to have the Board review policies, in advance of each meeting,  
102 one at a time, then have that policy discussed at the next meeting where the Selectmen  
103 can vote to re-adopt or modify the policy. There is no action tonight other than take this  
104 policy home to review.

105

106 **Items not on Agenda:**

107 None

108

109 **VI. Town Administrator Report**

110 T/A Boland was approached by a resident who was surprised the Town has not adopted  
111 the Solar, Wind or Wood Stove Exemptions as the RSA allows. The Board of Selectmen  
112 and this resident were supplied with RSA 72:62. This subject would have to be brought  
113 before Town Meeting, either as a Selectmen's Warrant Article or Petition Warrant Article,  
114 for approval. The resident was made aware of the process. It was noted that when an  
115 exemption is given to the community, that the exemption is not free, because the rest of  
116 the taxpayers pay for it. Exemptions are given when the Town deems it appropriate.

117

118 It is the time of year when board, commission or committee member's terms expire.  
119 After discussion, the Selectmen would like members to come before the Selectmen to be  
120 interviewed for re-appointment.

121

122 Selectman Chamberlain said he was in contact with the Fish & Game Commission  
123 Chairman who was disappointed the Lyndeborough Conservation Commission jumped  
124 on-board the Coyote Cub Legislature.

125

126 The Town is moving forward with the work for Center Road. Advanced Paving will visit  
127 Center Road to meet with highway officials and Selectman Chamberlain next  
128 Wednesday, April 3, 2019 at 7:00 a.m. at Center Hall, weather depending.

129

130 **VII. Selectmen's Report**

131 **a. MACC Base Action & Agenda**

132 No items to discuss.

133

134 **b. Transportation Committee**

135 No items to discuss.

136

137 **c. Planning Board**

138 No items to discuss.

139

140

141 **d. Heritage Commission**

142 No items to discuss.

143

144 **e. Safety Complex**

145 No items to discuss.

146

147 **VIII. Information Items Requiring No Discussion**

148 None

149

150 **IX. Non-Public Session RSA 91-A:3II (a, b and c)**

151 **VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to enter a**  
152 **non-public session RSA 91-A:3II (a, b & c) at 7:04 p.m. All voted yes. Motion passed 2-0.**

153

154 **VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to re-enter**  
155 **the Public Session at 8:35 p.m. Motion passed 2-0.**

156

157 **VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to accept**  
158 **the Consent Agenda with the exception of Number 5. Motion passed 2-0.**

159

March 27, 2019 Consent Agenda			
Item #	Item Title	Item Date	Approved
1	AP Warrants – March 19 & 68, 2019	3/27/2019	Yes
2	Payroll Warrant – February 25 – March 10, 2019	3/27/2019	Yes
3	Request for Approval of Purchase Order # 60781 – Axon Enterprise – Annual Taser Contract Renewal (Inv. # SI-1577709)	3/27/2019	Yes
4	Request for Execution of 2019 NH DRA Form MS-232	3/27/2019	Yes
5	Request to Approve Elderly Exemption – (239-074)	3/27/2019	No
6	Request for Approval of Intent to Excavate Application (19-279-01E) – Accessed Via Salisbury Road	3/27/2019	Yes
7	Request for Approval of Intent to Excavate Application (19-279-02E) – Accessed Via Salisbury Road	3/27/2019	Yes
8	Request for Approval of Intent to Excavate Application (19-279-03E) – Accessed Via Cram Hill Road	3/27/2019	Yes
9	Request for Approval of Intent to Excavate Application (19-279-04E) – Accessed Via Cram Hill Road	3/27/2019	Yes
10	Board of Selectmen’s Public Meeting Minutes – March 13, 2019	3/27/2019	Yes
11	Board of Selectmen’s Non Public Meeting Minutes – March 13, 2019	3/27/2019	Yes

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161

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163

164 **VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to direct**  
165 **T/A Boland to implement the Eye Care Program offered by School Care as a voluntary**  
166 **program paid for entirely by the employees who are eligible and decide to participate.**  
167 **Motion passed 2-0.**

168  
169 Selectmen Chamberlain announced NRPC has moved to Nashua. The Heritage Commission  
170 discussed the Common at their last meeting and is looking at ways to improve the fence and  
171 preserve the bricks in the Memorial brick walkway. The Planning Board approved two plans at  
172 their last meeting which were: the Pam Holt 1-lot Subdivision and the Steve Brown/Carylyn  
173 McEntee Lot Line Adjustment.

174  
175 **VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to adjourn**  
176 **at 8:59 p.m. Motion passed 2-0.**

177  
178 **Adjournment:**  
179 All scheduled items having been addressed, the public meeting was adjourned at 8:59 p.m.

180  
181 Next regular meeting: April 10, 2019 at Citizens' Hall at 6:00 p.m.

182  
183 Kathleen Humphreys, Transcriber

184  
185 Chairman Fred Douglas *(not present)*

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187

188  
189 Selectman Mark Chamberlain

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192  
193 Selectman Richard McQuade