

**LYNDEBOROUGH BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**February 14, 2018**  
**Final**

**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 Schultz and Selectman Mark Chamberlain  
Town Administrator Russ Boland and Recorder Kathleen Humphreys

**Public Present:** Patricia Schultz

**Media Present:** Jessie Salisbury

**III. Appointments:**

**6:05pm: Town Clerk/Tax Collector Schultz re: open Deputy Positions and Tax Deeding**

Oath of Office for Lisa Post and Kenneth Vengren.

Town Clerk/Tax Collector Patricia Schultz recommended two candidates to the Selectmen for the open position of part-time Deputy Town Clerk/Tax Collector.

**VOTE: Selectman Chamberlain moved, Selectman Schultz seconded to accept the Oath of Office of Lisa Post and Kenneth Vengren to the post of Part-Time Deputy Town Clerk/Tax Collector. Motion passed 3-0.**

**VOTE: Selectman Chamberlain moved to accept Lisa Post and Kenneth Vengren as substitute Minute Takers/Clerical subject to background checks and a six-month probation period. Selectman Schultz seconded the motion. Motion passed 3-0.**

**Impending Tax Deed for Levy Taxes: 9 Grove Road, Tax Map 239, Lot 29**

Tax Collector Schultz reported that Michael Allen did not appear before the noon deadline on February 14, 2018. At 12:04 p.m. the Tax Collector deeded the property and signed the document which was notarized by Administrative Assistant Dawn Griska. Attorney Drescher will bring the document to the Hillsborough County Registry of Deeds on February 15, 2018.

Mrs. Schultz is asking the Selectmen to accept or refuse the deed.

Chairman Douglas asked the Board if they were aware of the background of what the Tax Collector completed to date and asked if they wish to accept the deed. The Board was aware and was in agreement.

**VOTE: Selectman Chamberlain moved the Board to accept the deed for Map 239, Lot 29 located on 9 Grove Road in Lyndeborough, New Hampshire. Selectman Schultz seconded the motion. Motion passed 3-0.**

T/A Boland contacted PRIMEX and was informed the above mentioned property will be added to the town's schedule of Exposures as of February 14, 2018. The value used was located from the on-line tax card. Chairman Douglas read this information into the minutes.

The electricity will remain on at 9 Grove Street. The town will not accept any form of rent from this property. Attorney Drescher will contact the County Sheriff's department.

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

None

**V. Decision Making Actions:**

**a. Consent Agenda:**

<b>February 14, 2018 Consent Agenda</b>	<b>Item Date</b>	<b>Approved</b>
AP Warrants – February 7, 2018 & February 14, 2018	2/14/2018	2/14/18
Payroll Warrant – January 29, 2018 – February 11, 2018	2/14/2018	2/14/18
Purchase Order # 20744 – VT Hackney – Rescue Truck Body Construction	2/14/2018	2/14/18
Town Clerk Request to Issue Property Tax Overpayment Refund – Swartz (\$2,314.24)	2/14/2018	2/14/18
Execution of 2018 Town Warrant	2/14/2018	2/14/18
Board of Selectmen's Public Meeting Minutes – January 31, 2018	2/14/2018	2/14/18
Board of Selectmen's Non-Public Meeting Minutes – January 31, 2018	2/14/2018	2/14/18

**VOTE: Selectman Chamberlain made a motion, Selectman Schultz seconded to accept the February 14, 2018 Consent Agenda items as signed. Motion passed 3-0.**

**b. Old/Tabled Business:**

**-Building Inspector/Code Enforcement Position Discussion**

This topic will be discussed during a non-public session.

**-2018 Town Meeting Warrant**

The warrants were available tonight for the Selectmen's review and were signed. The DRA Form MS-737 was signed by members of the Budget Committee.

**VOTE: Selectman Schultz moved to accept the 2018 Warrant Articles as signed off by the Selectmen dated February 14, 2018. Selectman Chamberlain seconded the motion. Motion passed 3-0.**

**b. Tabled Business**

None

**c. New Business:**

None

**d. Items not on Agenda:**

None

**VI. Town Administrator Report**

-The Highway Advisory Committee will meet on Monday, February 26, 2018 at 7:00 p.m. at Citizens' Hall. Resident Leo Trudeau volunteered to be on the Highway Advisory Committee replacing Bob Gooding who moved out of town. This topic will be put on the next agenda

-Town Meeting Preparation Update: The sound system is secured. The handicap porta-potty has been reserved and the walkway is cleared. The Highway Department will setup the chairs after Election Day. The bell was moved upstairs. The lock assembly on the door at Citizens' Hall will be updated prior to Town Meeting. The Town Report was sent to the printer.

-The Mack truck has gone to the shop.

-At 8% of the year, the budget is 8.13%.

Selectman Chamberlain announced he attended a TTAC meeting earlier today where the future of electric vehicles was discussed. Jessie Salisbury inquired if they discussed the commuter rail and was informed it is on the list but not a high priority.

T/A Boland inquired if the Safety Complex and Other Options Committee plan to meet prior to Town Meeting. Selectman Chamberlain mentioned they should meet to finalize the presentation. It was discussed to put the report on the town's website prior to Town Meeting so residents can review the lengthy report.

Selectman Douglas asked the status of the town-wide calendar and was informed organizations or boards can contact Town Hall to provide their event/meeting information.

**VII. 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. Information Items Requiring No Discussion**

None

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

**VOTE: Selectman Schultz made a motion, Selectman Chamberlain seconded to enter a non-public session RSA 91-A:3II (a) at 6:26 p.m. All voted yes. Motion passed 3-0.**

**VOTE: Selectman Schultz made a motion, Selectman Chamberlain seconded the motion to re-enter the public session at 7:07 p.m. Motion passed 3-0.**

**VOTE: Selectman Schultz made a motion, Selectman Chamberlain seconded the motion to hire Leo Trudeau for the position of Building Inspector/Code Enforcement Officer effective immediately at step one of the ten step pay plan. Motion passed 3-0.**

**VOTE: Selectman Schultz made a motion, Selectman Chamberlain seconded the motion to adjourn at 7:15 p.m.**

**Adjournment:**

All scheduled items having been addressed, the public meeting was adjourned at 7:15 p.m.

Next regular meeting: February 28, 2018 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Fred Douglas

Selectman Mark Schultz

Selectman Mark Chamberlain