

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
January 29, 2020
Final

I. Call to Order:

Chairman Chamberlain called the meeting to order at 6:05 p.m.

II. Introduction of Members Present:

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

Department Heads Present: Town Clerk/Tax Collector Trisha Schultz, Budget Committee Chairman Burton Reynolds, Fire Chief Brian Smith, Road Agent Mark Chase and Police Chief Rance Deware

Media Present: Jessie Salisbury

III. Appointments:

6:05pm: Piscataquog Land Conservancy (PLC) Current Use Taxation & Amended Current Use Application (Map 212, Lot 12)

The Piscataquog Land Conservancy found out they had additional acres they were unaware of on Map 212, Lot 12. Their July 2019 tax bill was issued before this was corrected. Both the July and December 2019 bills show 21 acres in Current Use (CU). The additional 13-14 acres were not listed on the original Current Use application. The application deadline is April 15 deadline. The plat was corrected on April 30.

Selectman Douglas asked if PLC had the lot re-surveyed. The map shows a date of April 22, 2019 with a corrected number of 35.32 acres

PLC sent a letter dated, Jan. 23, 2020. They are requesting the total acres be in Current Use on both the July and December 2019 bills. They have not paid last year's bills.

It was mentioned that the assessor made an error when entering the information.

PLC informed Ms. Schultz, they sent a letter dated, July 11, 2019 to the Selectmen. The Selectmen did not receive this letter.

Chairman Chamberlain said he is confused why PLC was still using the lower number in 2019 when they had a survey done in 2017 that showed they had 40.69 acres.

T/C T/C Schultz had documents that showed they had 21 acres in 2017. She pulled the old Warrant Article that showed it was under Charlie Proctor's name then. July 2019 had 40.69 acres with some acres in CU and some not in CU.

T/A Boland added that the acres kept changing but PLC's intent was to have all the land in Current Use. Selectman Douglas asked if they filed. T/C T/C Schultz said they did but they had the wrong numbers. PLC listed 13.32 in July 2019 in addition to the 25 acres they already had. Then they found a mistake and it should be 14.32, not 13.32 acres.

During tonight's meeting, it was noticed that the amount listed on the map is different than what is listed on the application. The correct amount should be 35.32. The deed shows 40.69 acres and it was noticed that the deed references the wrong plan. The concern is, if someone looks up the reference map at the Hillsborough County Registry of Deeds that will have the wrong numbers on it. The Board will request a corrected deed.

T/C T/C Schultz will call PLC to asked for new deed and put the new book and page number on the application. The new deed will reflect the corrected acres and be reflected on the application.

If all the land was in CUR the bill would be \$40. The July 2019 tax bill for Map 212, Lot 12 was \$300 and \$261 on the December 2019 bill.

VOTE: Selectman Douglas made a motion, Selectman McQuade seconded to hold the July 2019 bill in place and to abate the December 2019 bill. Motion passed 3-0.

February 11, 2020, Presidential Primary Discussion

The Board discussed the Selectmen's shifts at the primary. Selectman Douglas will take the morning shift, Selectman McQuade will stay for the afternoon shift while Chairman Chamberlain will cover the evening shift. The Board asked if the Town Moderator needs help setting-up for Election Day.

Community Forum and Public Comment:

Jessie Salisbury said she plans to re-work the display cases presentation of Old Homes that No Longer Exists because Ray Hutchinson provided new images, including the house that was dismantle and moved to Amherst.

IV. Decision Making Actions:

Old/Tabled Business:

Final Selection of Town Report Cover

VOTE: Selectman Douglas made a motion, Selectman McQuade seconded to accept the Purple Heart image as the 2019 Town Report cover. Motion passed 3-0.

2020 Warrant Article Discussion

Article 3: Town Operating Budget

The budget is up about \$25,000.00 over last year's budget. Contributing to this is an extra pay period in 2020, which accounts for about a \$20,000.00 to \$25,000.00 increase.

The budget includes the Transfer Station increase to \$97,000.00. The Board discussed their dissatisfaction with finding out about Wilton's budget increase at such a late date. Selectman Douglas asked T/A Boland to request copies of all contracts with the Ambulance and Transfer Station around August so this Board has plenty of time to review them.

The budget added \$3,200.00 to the executive line to allow a former employee to train her replacement and assist if needed. The Highway Department re-instated the fourth full-time employee therefore the part-time line was down but the full-time line went up for

a change of \$7,400.00. There was a saving in the Information Technology line and a savings in the full-time police officer's line.

VOTE: Selectman McQuade made motion, Selectman Douglas seconded to accept Article 3 as written. Motion passed 3-0.

Article 4: 1994 Fire Department Pumper Capital Reserve Fund

VOTE: Selectman McQuade made motion, Selectman Douglas seconded to accept Article 4 as written. Motion passed 3-0.

Article 5: 2005 Fire Department Pumper Capital Reserve Fund

VOTE: Selectman Douglas made motion, Selectman McQuade seconded to accept Article 5 as written. Motion passed 3-0.

Article 6: Lyndeborough Fire Department Equipment Capital Reserve Fund

VOTE: Selectman McQuade made motion, Selectman Douglas seconded to accept Article 6 as written. Motion passed 3-0.

Article 7: Purchase a Fire Department Tanker

Chief Brian Smith met last week with a representative from Midwest. Changes were made to the body and to the rear bumper, which went from 12 inches off the ground to 20 inches resulting in the addition of a step. Portable scene lights and emergency lights were added.

A 2% increase was added because it is a new year. This is all included in the new price.

VOTE: Selectman McQuade made motion, Selectman Douglas seconded to accept Article 7 as written. Motion passed 3-0.

Article 8: Capital Reserve Fund Change of Purpose

VOTE: Selectman McQuade made motion, Selectman Douglas seconded to accept Article 8 as written. Motion passed 3-0.

Article 9: Purchase Vehicle Exhaust System for the Fire Station

VOTE: Selectman McQuade made motion, Selectman Douglas seconded to accept Article 9 as written. Motion passed 3-0.

Article 10: Purchase Washing Machine Extractor for the Fire Department

VOTE: Selectman McQuade made motion, Selectman Douglas seconded to accept Article 10 as written. Motion passed 3-0.

Article 11: Purchase Radios for the Fire Department

The Board discussed the grant and off-setting revenue for Article 11.

VOTE: Selectman McQuade made motion,

Selectman Douglas is concerned with the high number of portable radios being purchased at the same time. It would be costly because there most likely will not be a Federal grant available when they all need to be replaced. The radios could expect to last 6-10 years. Chief Smith said the current radios are 15 years old. Another point that Chief Smith made is he does not want to have staff working three different types of radios in an emergency.

Selectman Douglas seconded to accept Article 11 as written. Motion passed 3-0.

There are 24 Fire Fighters on the roster. Not ever fire fighter will have a portable radio.

Article 12: Police Vehicle Purchase

\$33,390.60 is the base price of the police cruise. Due to the need for new equipment, the purchase price is \$50,353.34 plus \$1,042.00 for installation and new documentation for computers. The internal dimensions of the 2020 vehicle changed therefore the equipment will need to be replaced that was expected to be transferred from the 2014 vehicle

They plan to sell the 2014 police vehicle on Municibid.com. The current mileage is 67,872 and the vehicle averages 20,000-22,000 miles per year. The new vehicle will be purchased in fall of 2020. MHQ quoted a trade-in value of \$4,500.00 if the vehicle has less than 90,000 miles. Chief Deware provided the bid sheet from MHQ.

Selectman Douglas discussed a vehicle study done by Dr. Turner that suggests rotating police vehicles out at 80,000 miles. Chief Deware did an analysis on lease vs purchase vehicles for his Master's program.

Selectman Douglas asked Chief Deware to check if there have a leftover 2019, which would save 3.5% on inflation and the equipment could fit the 2019.

VOTE: Selectman Douglas made motion, Selectman McQuade seconded to accept Article 12 as written. Motion passed 3-0.

Article 13: Purchase a Highway Department Dump Truck

The 2008 Volvo will be sold on Municibid.com. The funds can offset the \$30,000.00 to be raised by taxation.

VOTE: Selectman McQuade made motion, Selectman Douglas seconded to accept Article 13 as written. Motion passed 3-0.

Article 14: Capital Reserve Fund Change of Purpose

VOTE: Selectman Douglas made motion, Selectman McQuade seconded to accept Article 14 as written. Motion passed 3-0.

Article 15: 2008 Backhoe Capital Reserve Fund

VOTE: Selectman McQuade made motion, Selectman Douglas seconded to accept Article 15 as written. Motion passed 3-0.

Article 16: 2016 Highway Department One-Ton Truck Capital Reserve Fund

VOTE: Selectman Douglas made motion, Selectman McQuade seconded to accept Article 16 as written. Motion passed 3-0.

Article 17: 2016 Mid-Size Dump Truck Capital Reserve Fund

VOTE: Selectman McQuade made motion, Selectman Douglas seconded to accept Article 17 as written. Motion passed 3-0.

Article 18: Establish a Capital Reserve and raise and appropriate \$10,000

VOTE: Selectman Douglas made motion, Selectman McQuade seconded to accept

Article 18 as written. Motion passed 3-0.

b. New Business:

Precision Weather Forecasting Agreement Discussion

PRIMEX has no issues with the program. The cost is \$1,095.00 and is incorporated in the budget.

VOTE: Selectman Douglas moved, Selectman McQuade seconded to accept the Precision Weather Forecasting contract and allow T/A Boland to execute the contract. Motion passed 3-0

c. Items not on Agenda:

None

V. Town Administrator Report

Road Agent Mark Chase and Code Enforcement Officer Leo Trudeau had a discussion with the homeowner with the snow pile that is obstructing the sight distance on Glass Factor/Rt. 31. Mr. Trudeau is still pursuing the concerns regarding the boulder/granite for sightline improvement. The homeowners do not want to move the granite. Selectman Douglas suggested that PRIMEX and the Town's Legal Counsel draft a letter informing them they will be held accountable if case of an accident or loss of life due to the sight distance.

ANNOUNCEMENTS re: Wilton Asphalt Plant

The **Wilton ZBA** will meet on **February 18, 2020 at 7:30 p.m.** at the Wilton-Lyndeborough Coop MS/HS cafeteria to rehear the Wilton Asphalt Plant ZBA Case. All former documents will remain in the record.

Chairman Chamberlain asked if the illegal driveway on Center Road (aka Warren's old home) had applied for a driveway permit yet and the answer was no. The Board was informed that Matt Fish of Wilton did the work and this is his mother-in-law's home.

VOTE: Selectman Douglas moved, Selectman McQuade seconded to authorize T/A Boland to contact Matt Fish one more time to inform him if he does not execute a driveway permit within a week that this Board will reconvene and issue a cease and desist effective immediately. Motion passed 3-0.

Selectmen's Report

a. MACC Base Action & Agenda

Nothing to report

b. Transportation Committee

No new information

c. Planning Board

Mark Chase asked about the status of the development of the Old Temple Road/Beasom Road. Chairman Chamberlain said the Planning Board has to witness the test pits, which can only happen from April – November 15 so it is on hold for now.

Mr. Chase has concerns about the sight distance for this development and adding about 20 more cars per day to the road.

Mr. Chase asked if he can have copies of the Planning Board minutes regarding this application signed a waiver not holding the Town of Lyndeborough responsible for well contamination. That section on Mountain Road is the heaviest salted area of town.

d. Heritage Commission

The Commission met this past Friday. Plans are in the works to clean and paint the anteroom at Center Hall and work on the steps. They are still looking a volunteer to take care of the gardens around the flagpole at Center Hall.

e. Safety Complex

No items to discuss.

Consent Agenda:

Tabled until end of the meeting.

VI. Information Items Requiring No Discussion

None

VII. Non-Public Session RSA 91-A:3 II (a, c & I)

VOTE: Selectman McQuade made a motion, Selectman Douglas seconded to enter into a Non-Public Session, RSA 91-A:3 II (a, c & I) at 7:48 p.m. Motion passed. 3-0.

VOTE: Selectman McQuade made a motion, Selectman Douglas seconded to exit the non-public session at 8:08 p.m. Motion passed 3-0.

VOTE: Selectman McQuade made a motion, Selectman Douglas to accept the January 29, 2020 Consent Agenda. Motion passed 3-0

VOTE: Selectman Douglas made a motion, Selectman McQuade seconded to adjourn at 8:15 p.m. Motion passed 3-0.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 8:15 p.m.

Next regular meeting February 12, 2020 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Mark Chamberlain_____

Selectman Fred Douglas_____

Selectman Richard McQuade_____

See below for Consent Agenda:

January 29, 2020 Consent Agenda			
Item #	Item Title	Item Date	Approved
1	AP Warrants –January 21 & 28, 2020	1/29/2020	Yes
2	Payroll Warrant – January 13 through January 26, 2020	1/29/2020	Yes
3	Request for Approval of Intent to Cut Application (19-279-15T) (234-037) – Accessed Via Johnson Corner Road	1/29/2020	Yes
4	Board of Selectmen’s Public Meeting Minutes – January 15, 2020	1/29/2020	Yes
5	Board of Selectmen’s Non Public Meeting Minutes – January 15, 2020 (6:51 pm Session)	1/29/2020	Yes
6	Board of Selectmen’s Non Public Meeting Minutes – January 15, 2020 (8:27 pm Session)	1/29/2020	Yes