

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
Dec. 2, 2020
FINAL

I. Call to Order:

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

II. Introduction of Members Present:

Chairman Mark Chamberlain at Citizens' Hall

Selectman Richard McQuade arrived in progress at Citizens' Hall

Selectman Fred Douglas, remote via phone

Town Administrator Russ Boland at Citizens' Hall

Minute taker Kathleen Humphreys, remote via phone

Public Present: Jessie Salisbury and Code Enforcement Officer/Building Inspector Leo Trudeau

III. Appointments:

None

IV. Community Forum and Public Comment:

Jessie Salisbury said they would like to establish a fund for the Memorial Park in the Village. Plans include removing the picket fence that is protecting the historic bricks and coming up with another solution. They plan to discuss this topic at their upcoming meeting. Resident Leo Trudeau volunteered to do the work at no cost to the town. Mrs. Salisbury inquired if there might be funds available for the material.

Decision Making Actions:

Old/Tabled Business:

High Speed Internet Connectivity Update

The Town met via Zoom with Carol Miller from the Division of Economic Development, Director of Broadband Technology for New Hampshire. Ms. Miller supplied a template titled, Request for Information, from the two carriers that service Lyndeborough: TDS and Consolidated Communications. This is the first step in the process. Per RSA regulations, they have 60 days to reply. They need 25MB download and 3MB upload. If they do not respond within the 60 days or cannot supply the above-mentioned speeds, then the Town can then use an RFP to find another provider. Options for bonding and financial obligations for the carrier or Town were briefly mentioned.

VOTE Chairman Chamberlain made a motion, Selectman Douglas seconded to send a request for information from TDS Telecom and Consolidated Communications regarding the broadband connectivity that they provide to the Town of Lyndeborough. Roll Call: Chairman Chamberlain, yes; Selectman Douglas, yes. Motion passed 2-0.

b. New Business:

2020 Encumbrances

The Board reviewed the request for encumbrances and asked questions.

VOTE: Chairman Chamberlain made a motion to accept the 2020 Encumbrances as presented as \$394,650.00. Selectman Douglas seconded the motion. Roll Call: Chairman Chamberlain, yes; Selectman Douglas, yes. Motion passed 2-0.

Police Dept. Tablets and Docking Station Extended Warranty Discussion

The total would be \$3,238.00 for both units for a 3-year and a 4-year extended warranty. It was discussed to consult Alan Treadwell from Twin Bridge Services if he can provide any type of extended warranty and do this work.

This topic will be on the December 16, 2020 meeting agenda.

Twin Bridge Services – 2020-2021 Agreement

T/A Boland said he was very satisfied with Alan' Treadwell's work. They provided a tremendous service and saved the Town a lot of money, \$15,500.00. Chairman Chamberlain agreed and added they helped tighten up the Town's security.

The package included the 2020 service agreement notes for a comparison. It was noted that \$6,218.00 of that is for annual subscriptions, which we have to pay either way. Twin Bridge supplied a credit from last year.

VOTE: Selectman Douglas made a motion to allow T/A Boland to sign the agreement with Twin Bridge Services as written for \$15,557.00 on behalf of the Board of Selectman. Chairman Chamberlain seconded the motion. Roll Call: Chairman Chamberlain, yes; Selectman Douglas, yes. Motion passed 2-0.

c. Items not on Agenda:

None

V. Town Administrator Report

The new cruiser is in and put into service for the Town. After a discussion, it was agreed to put the 2016 cruiser on www.municbid.com for a reserve of \$5,500.00, which is more than the potential trade-in estimate.

VOTE: Chairman Chamberlain made a motion to authorize T/A Boland to put the 2016 police cruiser on www.municbid.com with a minimum bid of \$5,500.00. Selectman Douglas seconded the motion. Roll Call: Chairman Chamberlain, yes; Selectman Douglas, yes. Motion passed 2-0.

The budget at 91% of the year is 83% spent. The revenue at 91% of the year is at 94.96%, but room and meals has not been included as of this date.

VI. Selectmen's Report

a. MACC Base Action & Agenda

T/A Boland has been in contact with Director Jason Johnson regarding the MACC Base contract. He will be at next BOS meeting to present it.

b. Transportation Committee

The next meeting will be in January 2021.

c. Planning Board

They met on Nov. 19, 2020 via Zoom.

d. Heritage Commission

A meeting is scheduled for this Friday evening.

e. Safety Complex

No items to discuss.

Consent Agenda:

Tabled

VII. Information Items Requiring No Discussion

No items to discuss.

VIII. Non-Public Session RSA 91-A:3 II (c & d)

VOTE: Chairman Chamberlain moved, Selectman Douglas seconded to enter a Non-Public Session at 6:31 p.m. under c & d. Roll call: Chairman Chamberlain, yes; Selectman Douglas, yes. Motion passed 2-0.

Selectman McQuade joined the non-public session at 6:50 p.m.

VOTE: Selectman McQuade moved, Selectman Douglas seconded to rejoin the public session at 8:52 p.m. Roll call: Chairman Chamberlain, yes; Selectman McQuade, yes; Selectman Douglas, yes. Motion passed 3-0.

Consent Agenda:

VOTE: Selectman McQuade moved, Selectman Douglas seconded to accept the Consent Agenda for December 2, 2020. Roll call: Chairman Chamberlain, yes; Selectman McQuade, yes; Selectman Douglas, yes. Motion passed 3-0.

Adjournment:

VOTE: Selectman McQuade moved, Selectman Douglas seconded to adjourn at 8:55 p.m. Roll call: Chairman Chamberlain, yes; Selectman McQuade, yes; Selectman Douglas, yes. Motion passed 3-0.

All scheduled items having been addressed, the public meeting was adjourned at 8:55 p.m.

Next regular meeting: December 16, 2020 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Mark Chamberlain_____

Selectman Fred Douglas

Selectman Richard McQuade_____

December 2, 2020 Consent Agenda		
Item #	Item Title	Approved
1	AP Warrants – November 24 & December 1, 2020	Yes
2	Payroll Warrant – November 16 through November 29, 2020	Yes
3	Request for Approval of Purchase Order # 2294 – Dugout Gravel, LLC – Screened Sand, Picked Up with Town Truck (\$8,266.50, Inv. # 1032)	Yes
4	Request to Approve Issuance of Timber Yield Tax Levy & Warrant, Culbertson (20-279-06T, Map-Lot 202-007-000), Accessed Via Nichols Road	Yes
5	Request to Approve Issuance of Timber Yield Tax Levy & Warrant, Culbertson (20-279-12T, Map-Lot 207-030-000), Accessed Via Nichols Road	Yes
6	Board of Selectmen’s Public Meeting Minutes – November 18, 2020	Yes
7	Board of Selectmen’s Non Public Meeting Minutes – November 18, 2020	Yes