

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
December 16, 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 (excused)

Selectman Fred Douglas, remote (via phone)

Town Administrator Russ Boland at Citizens' Hall

Public Present: MACC Base Director Jason Johnson, Resident Misty Gauthier, Chairman of the Budget Committee Burton Reynolds, State Representative Creighton

III. Appointments:

6:05 pm. Director Johnson re: MACC Base 2021 Agreement

The Board reviewed the proposed 2021 agreement between MACC Base and the Town of Lyndeborough for dispatch services with Director Johnson.

Vote: Motion by Selectman Douglas to ratify the 2021 MACC Base Agreement with the Town of Lyndeborough, presented by Director Johnson on December 16, 2020, in the amount of \$23,473.91, seconded by Chairman Chamberlain. Roll Call: Selectman Douglas, Yes; Chairman Chamberlain, Yes

6:30 pm. Misty Gauthier re: Street Lighting

Chairman Chamberlain recognized Misty Gauthier to discuss a street lighting concern. T/A Boland supplied Ms. Gauthier with a packet of material covering the history the street lighting project completed in 2020. Ms. Gauthier advised the Board she was representing Joan Beauregard, 53 Putnam Hill Road, as she was not able to attend. T/A Boland added that he had a conversation with Ms. Beauregard in October about the street lighting concern. Ms. Gauthier read a statement from Ms. Beauregard stating she would like the street light that was removed from in front of her residence reinstalled as she believes it is a safety concern.

The Board and Ms. Gauthier reviewed the history of the Street Lighting Committee, which was established by Town Meeting in 2018 and the project which was funded by the 2019 Town Meeting. Ms. Gauthier acknowledged Ms. Beauregard was notified of a public hearing in August of 2018. This public hearing received input from citizens regarding the proposed removal of existing street lights along with the addition of street lights where current conditions make a street light warranted. Ms. Gauthier stated she is a resident of Citizens Hall Road and she also received notification. Neither Ms. Beauregard or Ms. Gauthier attended the public hearing held by the Street Lighting

Committee in August of 2018. The Board reviewed the detailed work conducted by the Street Lighting Committee with Ms. Gauthier and all agreed the work of the committee was thoughtful and detailed. Ms. Gauthier thanked the Board for receiving the information she presented. Ms. Gauthier left the meeting at 6:50 pm.

IV. Community Forum and Public Comment:

State Representative Creighton stated he was elected in November and is visiting all the communities he is representing to learn the concerns of each community. The Board thanked Representative Creighton for his attendance and interest.

V. Decision Making Actions:

a. Old/Tabled Business:

2021 Paving Plan:

The Board reviewed the proposed 2021 Paving Plan which includes; Fay Road, Gulf Road, the apron on Winn Road at Route 31, the finish coat on Brandy Brook Road and engineering/State permitting work on Glass Factory Road. The decision to postpone the work on Center Road phase two was based on cost and the time needed to conduct engineering and State permitting. The Board believes it is important to continue working on Center Road in 2021 and directed T/A Boland to have Road Agent Chase obtain cost estimates to reconstruct Center Road from Johnson's Corner Road to Rose Farm Road.

2020 Guardrail Project Discussion:

Chairman Chamberlain stated he had a discussion with CWS Guardrail regarding the installation of new guardrail on Cemetery Road and was advised completing the project will not happen in 2020. An updated plan from CWS will be forwarded to the Town next week outlining the project to be completed in 2021.

b. New Business:

2020 Town Report:

T/A Boland advised the Board Administrative Assistant Griska has informed all Boards, Commissions and Department Heads their reports for the Town Report are due to her no later than January 5, 2021.

Police Department Tablet and Docking Station Extended Warranty Update:

T/A Boland advised the Board he and Chief Deware consulted with Allan Treadwell of Twin Bridge Services regarding the purchase of an extended warranty for the Police Department tablets in the cruisers. It was the opinion of Mr. Treadwell the cost of the warranty did not justify its purchase given the most expensive parts of the tablets are not covered by the warranty. T/A Boland and Chief Deware agree with Mr. Treadwell and are recommending the purchase should not be made. The Board agreed with T/A Boland and Chief Deware and advised not to purchase the warranty.

2021 Warrant Draft Warrant Article Review:

T/A Boland presented the draft warrant articles for the 2021 Town Meeting. The draft has seventeen articles most of which are Capital Improvement Articles that appear each year.

The Board directed T/A Boland to remove the proposed discontinuance article regarding the Ambulance Equipment Capital Reserve Fund as the Board feels it is premature given that Wilton is continuing to review how capital items will be funded for the Ambulance Department.

Chairman Chamberlain noted Article two is a place holder for the Planning Board, in case there is an Article needed for an ordinance change or addition proposed. Chairman Chamberlain will verify if an Article is needed this year when he attends the Planning Board meeting on December 17, 2020.

The Board reviewed the Warrant Article regarding the purchase of portable radios for the Fire Department. Budget Committee Chairman Reynolds reviewed the Capital Improvement Program with the Board. The Board would like to see additional information about how the purchase of portable radios fits into the overall Capital Improvement Program. T/A Boland will consult with Chief Smith and report back to the Board at their meeting on December 30, 2020.

2021 Town Meeting Discussion:

The Board reviewed a document issued by the New Hampshire Municipal Association regarding how Town Meeting can be held in 2021 given the pandemic. The option to conduct the meeting virtually was reviewed along with the in-person traditional meeting. The Board believes the in-person option is the best choice at this time. The in-person option requires social distancing and the wearing of face coverings by all people in attendance. T/A Boland will explore the options available, such as the use of the school for the meeting. Moderator Walter Holland is being consulted for his input regarding the 2021 Town Meeting.

c. Items not on Agenda: None

VI. Town Administrator Report:

T/A Boland reviewed documents recently received from the Town of Wilton regarding proposed modifications to the Inter-Municipal Agreement for Ambulance Service, specifically Addendum C which outlines the requirements for covering the second ambulance while the first ambulance is committed. The Board determined they need more information and directed T/A Boland to invite Wilton Town Administrator Paul Branscombe, Ambulance Director Miller and any other representative from Wilton that would like to attend to the Lyndeborough Selectmen's meeting on December 30, 2020.

T/A Boland advised the Board Road Agent Chase believes the purchase of two cargo containers for Highway Department to store equipment such as lawnmowers and signs would increase efficiency. The Board instructed T/A Boland to have Road Agent Chase present a plan in next year's budget for the proposed purchase.

VII. Selectmen's Report:

a. MACC Base Action & Agenda

b. Transportation Committee

c. Planning Board

They met on December 17, 2020 via Zoom.

d. Heritage Commission

A meeting is scheduled for January.

e. Safety Complex

VIII. Consent Agenda:

Tabled until the end of this meeting.

IX. Information Items Requiring No Discussion

No items to discuss.

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

VOTE: Chairman Chamberlain moved, Selectman Douglas seconded to enter a Non-Public Session at 7:30 p.m. under RSA 91-A:3 (c & d). Roll call: Chairman Chamberlain, yes; Selectman Douglas, yes. Motion passed 2-0.

VOTE: Chairman Chamberlain moved, Selectman Douglas seconded to rejoin the public session at 7:56 p.m. Roll call: Chairman Chamberlain, yes; Selectman Douglas, yes. Motion passed 2-0.

Consent Agenda (Section VIII, tabled earlier):

VOTE: Selectman Douglas moved, Chairman Chamberlain seconded to accept the Consent Agenda for December 16, 2020. Roll call: Chairman Chamberlain, yes; Selectman Douglas, yes. Motion passed 2-0.

XI. Adjournment:

VOTE: Selectman Douglas moved, seconded by Chairman Chamberlain to adjourn at 8:16 p.m. Roll call: Chairman Chamberlain, yes; Selectman Douglas, yes. Motion passed 2-0.

All scheduled items having been addressed, the public meeting was adjourned at 8:16 p.m.

Next regular meeting: December 30, 2020 at Citizens' Hall at 6:00 p.m.

Russ Boland, Transcriber

Chairman Mark Chamberlain _____

Selectman Fred Douglas _____

Selectman Richard McQuade _____

December 16, 2020 Consent Agenda		
Item #	Item Title	Approved
1	AP Warrants – December 8 & December 15, 2020	✓
2	Payroll Warrant – November 30 through December 13, 2020	✓
3	Request for Approval of Purchase Order # 2551 – Jordan Equipment Co. – Snowplow Parts (\$4,624.64, Inv. # P50201)	✓
4	Request for Approval of Purchase Order # 80618 – Fire Tech & Safety of New England, Inc. – Firefighter Protective Clothing/Gear - Scheduled Equipment Replacement (\$14,911.00, Inv. # 169099)	✓
5	Request for Acceptance of 2020 Equalization Municipal Assessment Data Certificate	✓
6	Request for Approval of Intent to Cut Application, Holt (20-279-13T) (226-025) – Accessed Via Center Road	✓
7	Request to Approve Issuance of Timber Yield Tax Levy & Warrant, Van Ham (20-279-04T, Map-Lot 226-016-000), Accessed Via Center Road	✓
8	Board of Selectmen's Public Meeting Minutes – December 2, 2020	✓
9	Board of Selectmen's Non Public Meeting Minutes – December 2, 2020	✓