

LYNDEBOROUGH BOARD OF SELECTMEN

MEETING MINUTES

July 1, 2020

Approved

I. Call to Order:

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

II. Introduction of Members Present:

Chairman Mark Chamberlain and Selectman Richard McQuade at Citizens' Hall.

Selectman Fred Douglas via phone due to COVID-19.

Town Administrator Russ Boland and Recorder Kathleen Humphreys at Citizens' Hall

Public Present: Jessie Salisbury and Charlie Post

III. Appointments:

None

IV. Community Forum and Public Comment:

Jessie Salisbury mentioned the Historic District Commission's Annual Meeting will be held July 31, 2020 at Center Hall. She had a few questions that need answers prior to the meeting:

Q: Has Community Day been officially cancelled? A: No.

Q: Is the Fire Station substation still on hold? A: Yes.

The Commission has a few residents who will be invited to attend the meeting to hear what they do. The Commission needs a full member and an alternate member.

Decision Making Actions:

None

Old/Tabled Business:

Lower Purgatory Falls Parking Lot Discussion

The MEMO Foundation contacted the Town Office regarding cleaning up this area. It would be a good idea to have the area cleaned up before it is re-opened to the public. There was a concern if vehicles are parked at the entrance the public could think the hiking area is officially opened. Various options to block the entrance and the use of signage to ensure it is clear the area is still closed was discussed.

T/A Boland said that Chief Deware reported that issuing parking tickets at the Lower Purgatory Falls has decreased but there is still some activity there.

Selectman Douglas mentioned a Milford resident contacted to thank the Board for shutting down the Lower Purgatory Falls. This resident agrees 100% to shutting it down, despite that the fact action resulted in overflow parking along his property and farm stand. He did catch people going into the woods and trails near his home. This individual is willing to speak to the closing of the falls in a positive light.

Selectman McQuade asked if it was too premature to have a re-opening target date. Selectman Chamberlain inquired if there will be any changes to the parking area or signage and if so to consider a plan to complete any projects prior to re-opening.

T/A Boland reported the office has received phone calls inquiring if the falls are opened, all from out-of-town or out-of-state residents.

It was decided to leave this item on the agenda and review the status on a bi-weekly basis.

Fire Station Ventilation System

The approved ventilation system has been installed at the Lyndeborough Fire Station and it is working to the department's expectations.

DERA Fire Tanker Grant Update

The Town received confirmation the DERA Fire Tanker Grant has been approved for up to \$66,066.00. The Town received permission to move forward and follow the outline of the grant.

Coronavirus Relief Fund Grant Reimbursement Agreement Update

The Town filed for \$11,628.00 for reimbursement from the Coronavirus Relief Fund Grant for May – June 2020. There was a question if the Deputy Town Clerk's hours would qualify and Chairman Chamberlain asked if expenses for additional mailings qualify for reimbursement.

b. New Business:

None

c. Items not on Agenda:

Nothing to discuss

V. Town Administrator Report

The "Thank You" letter for the Wilton-Lyndeborough Women's Club is ready for the Board to sign.

The Town will not pursue the Broadband opportunity through the Cares Act. The completion deadline is unrealistic and requires a project not already in construction.

Chief Deware needs to order more parking tickets but before he does, he wants to know if the Board has plans increase the fine amount. The current fine is \$25.00. After a brief discussion and an explanation of how the process works from Selectman Douglas, it was agreed the fine amount will remain at \$25.00.

T/A Boland had sad news to report in terms of the Town's history. The "Lyndeborough Views" newsletter has been officially terminated. Karen Holland turned in all the back issues and wrote a check to the Town for \$2,503.17. The Views has been a budget item for many years.

T/A Boland said he just proofed the budget and the Town is on target but they are still keeping a close eye on the budget expenditures. At this time, all major expenditures still go through T/A Boland.

VI. Selectmen's Report

a. MACC Base Action & Agenda

T/A Boland attended the last meeting. Milford will be talking to Mont Vernon and Wilton about extending the inter-municipal agreement.

b. Transportation Committee

They will meet next week. Chairman Chamberlain plans to attend.

c. Planning Board

Their last meeting was held remotely via Zoom. A site walk was conducted on Saturday, June 27, 2020 at Putnam Hill Road for a two-lot subdivision at the property of John Dick. There was some disagreement about the soils delineation. The applicant, Rick Duplease, will look at his options before the next meeting. The Board denied Darrell Cooper's request to remove the "No Further Subdivision" note from his 2015 subdivision plan.

d. Heritage Commission

They held an outdoor meeting last Friday and agreed upon the text for South Cemetery and Center Cemetery historic signs. The signs have been ordered. Tim McEntee is looking into the best way to preserve the old bricks at the former railroad site.

e. Safety Complex

No items to discuss.

Consent Agenda:

Tabled until the end of the meeting.

SCHOOL BUDGET DISCUSSION

Lyndeborough Representative to the School Board, Charlie Post, was present to talk about the school budget and made it clear he is not here to speak for the Board but as a resident.

Mr. Post reported the school fiscal year ended yesterday. He does not have the final numbers yet but the balance may surpass \$750,000.00 as a result of a reduced staff and not running the buses during the COVID-19 pandemic when students learned remotely. Other savings came from not running some of the equipment, not having to pay for activities and sports that include field maintenance. They hoped the savings was higher. Lyndeborough's portion is about 23%.

T/A Boland confirmed he received a letter from the SAU relative to Lyndeborough's portion for the remaining part of the year.

The Business Manager left the district and a new person started today who will need to come up to speed quickly. He is a Massachusetts resident and will commute.

The proposed million dollar increase on last year budget was voted to be reduced by \$420,000.00. The Committee made cuts; some positions were eliminated while some low use activities, such as the middle school band, were eliminated.

The Committee submitted documents for reimbursement from the Coronavirus Relief Fund. A lot of expense could not be captured such as a higher expense on food services because they make a profit of some of the food they sell and they were not selling food. Attendance was up to 580 from 555. T/A Boland mentioned that Lyndeborough is at approximately 27%.

The Department of Education has been meeting regarding re-opening the school districts but they have not made a final report yet. Mr. Post expects SAU 63 to go back in some form. There should be some type of hybrid remote system. They won't force students to attend in-person classes. They may consider split classes, morning and afternoon, and they are not sure if the bus will have to do a second run. Mr. Chamberlain would like to see some guidance from the State.

Selectman McQuade asked what the district purchased for sanitizing purposes. Mr. Post said the State provided the products. The district will buy PPE equipment for the students that includes face masks.

Chairman Chamberlain asked if there were issues with some students not being able to connect to the internet during the COVID-19 remote classes. Mr. Post said not many, maybe under 10 households that he can recall, but the Board is looking into that. The school provides tablets to all students. It was noted that libraries were not opened.

Janitorial costs will probably increase but could be reimbursed with the next grant.

After a discussion on the number of students and their formula used, Mr. Post said he can provide a list of those numbers. T/A Boland said that Lyndeborough went down 2.26%. Charlie Post advised the number changed, partly because Wilton is going off a new grand list, which is full appraisal value of every piece of land in town. Lyndeborough is going through a reassessment year now. Selectman Douglas asked if the Town is not getting back money but their portion is dropping. He was informed the last school payment was \$35,000.00 less and the new payment is \$231,479.00. It will be adjusted in December. Selectman Douglas reminded the Board that they questioned the Superintendent about the enrollment when he was before the Board last October.

VII. Information Items Requiring No Discussion

Selectman Douglas informed T/A Boland that the Purple Heart sign by Fay Road and Rt. 31 is tipping over and requested the Road Agent look into it.

Chairman Chamberlain asked T/A Boland if the Conservation Commission has a new chairperson yet and he was informed they do not but they will be meeting soon. Chairman Chamberlain said that Tom Carr, a land use consultant, felt that the way Lyndeborough does their wetlands buffers in the subdivision regulations is incorrect. Chairman Chamberlain would like the Conservation Commission to give a recommendation so the Planning Board can fix any wetland regulations issues. Mr. Carr said the setbacks from the wetlands does not match the regulations.

VIII. Non-Public Session RSA 91-A:3 II (a & l)

VOTE: Selectman McQuade moved, Selectman Douglas seconded to enter a Non-Public Session at 7:05 p.m. Roll Call: Selectman McQuade, yes; Selectman Douglas, yes; and Chairman Chamberlain, yes. Motion passed 3-0.

VOTE: Selectman McQuade moved, Selectman Douglas seconded to exit the Non-Public Session at 7:30 p.m. Roll Call: Selectman McQuade, yes; Selectman Douglas, yes; and Chairman Chamberlain, yes. Motion passed 3-0.

Once back in Public Session, **VOTE: Selectman McQuade moved, Selectman Douglas seconded to accept the Consent Agenda of July 1, 2020. Roll Call: Selectman McQuade, yes; Selectman Douglas, yes; and Chairman Chamberlain, yes. Motion passed 3-0.**

July 1, 2020 Consent Agenda		
Item #	Item Title	Approved
1	AP Warrants – June 23 & 30, 2020	Yes
2	Payroll Warrant – June 15 through 28, 2020	Yes
3	Request for Approval of Purchase Order # 80867 – Airvac – Vehicle Exhaust System for the Fire Station – 2020 Warrant Article #9 (Inv. # 14590)	Yes
4	Endorsement of Thank You Letter to Wilton Lyndeborough Women’s Club – “Lyndeborough Cares” Program & Coronavirus Pandemic Response	Yes
8	Board of Selectmen’s Public Meeting Minutes – June 17, 2020	Yes
9	Board of Selectmen’s Non Public Meeting Minutes – June 17, 2020	Yes

VOTE: Selectman McQuade moved, Selectman Douglas seconded to adjourn at 7:32 p.m. Roll Call: Selectman McQuade, yes; Selectman Douglas, yes; and Chairman Chamberlain, yes. Motion passed 3-0.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 7:32 p.m.

Next regular meeting: July 15, 2020 at Citizens’ Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Mark Chamberlain_____

Selectman Fred Douglas_____

Selectman Richard McQuade_____