

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
April 7, 2021
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 Chamberlain, and Selectman Bob Howe
Town Administrator Russ Boland

Recorder Kathleen Humphreys via phone

Public & Media Present: Jessie Salisbury, Road Agent Mark Chase, and Bill Gelinas from
Advanced Paving

III. Appointments:

6:05pm: Advance Paving 2021 Paving Projects

Bill Gelinas was present.

The Board discussed the 2021 Paving Projects, changes in materials and the cost.

The proposed work on the 2nd NH Turnpike will not happen in 2021. The Road Agent feels that work can occur the following year. The quote from Advanced Pavement for the Turnpike is good for 2022.

Chairman Douglas told Bill Gelinas he appreciated the good work his company has done for the Town and added that his employees are responsive and cordial.

Road closure procedures, safety and information were discussed. Road Agent Chase will share the traffic plan with the Police Department, Fire Department and the Selectmen.

VOTE: Chairman Douglas made a motion, Selectman Chamberlain seconded to approve the 2021 Paving Projects at the cost of \$114,840.00, not to exceed \$115,000.00, and to allow T/A Boland sign-off on the contract with Advanced Paving. Motion passed 3-0.

IV. Community Forum and Public Comment:

Jessie Salisbury announced the new set of historical signs has arrived. They will prepare to order the next series of signs. The Historical Society will be re-installing the Grange sign.

They discussed a "Welcome to Lyndeborough" sign. There is a concern the sign could disappear as recent history indicates, there is a sign theft issue in Town.

Town Wide Communication: Mrs. Salisbury brought-up the challenges of communication within town. She noted that we do not have a school or church anymore that typically

holds a town together. The Lyndeborough Views is no longer in publication. The Milford Cabinet has not been covering the area as much. One idea discussed is to host an Open House during Community Day to ask individuals how best to connect with them.

Many of the Boards or Committees are looking for additional members.

Mrs. Salisbury asked when Purgatory Falls may re-open. This will be on the next agenda.

V. Decision Making Actions:

Old/Tabled Business:

No items to discuss.

b. New Business:

Nashua Regional Planning Commission Circuit Rider Program

The Nashua Regional Planning Commission offers a Circuit Rider Program that can provide professional assistance to the Planning Board. The cost is \$70 per hour. They can do evaluations, review application, minutes and/or administrative functions as well as help improve the applications and streamline the process. It could reduce the clerical hours. The Selectmen would like to see more information on the program. T/A Boland will ask NRPC to draft a document outlining their services and costs for the Board to review. This will be on the next agenda.

Selectman Chamberlain mentioned the Planning Board Fee Schedule was last updated in 2014 and needs to be addressed. Currently, there is no application fee for Lot Line Adjustments, which means that the town pays for those applications because the money is not re-couped from the application fee, since there is none.

2021 Investment Policy Re-Adoption

In the annual review process, Administrative Assistant Dawn Griska discovered one (1) RSA repealed in 2015. A proposed document will update the RSA by removing the old appendix A & B and replacing with the current statute. (Statutory language)

c. Items not on Agenda:

Selectman Chamberlain and Road Agent Mark Chase met with Northpoint Engineering and provided some points of their discussion. They walked Glass Factory Road, a portion of Center Road from Curtis Brook Road to Cemetery Road and reviewed Brandy Brook Road. Northpoint Engineering will provide an estimate on engineering cost as well as what it would cost for them to do an estimate of the construction costs.

Selectman Chamberlain asked if the Board would like him contact the State again regarding the railroad trestle over Glass Factory Road. The Board agreed.

In regards to Brandy Brook Road, the engineering estimate would be passed along to the property owner. The landowner would have to take that on as part of their Petition Warrant Article. The Board discussed Brandy Brook Road in relation to a turn-around, cost to improve the road, drainage and widening the road.

VI. Town Administrator Report

New Fire Department Tanker arrived. Fire Chief Smith continues to work with the State to implement the grant that was approved and the timeline to destroy the old truck, which is a requirement of the grant.

Solar Petition Warrant Article: The Town sent a letter to each person who has solar along with the required DRA forms, which need to be filed by April 15th. The taxpayer will be required to confirm that they are producing power. A copy of the form will be kept in the property files and with DRA. The contracted assessor will review the applications.

The guardrail work on Cemetery Road will start soon. The costs will be covered by encumbered funds. Installing an extra 30 feet for added safety was discussed. Road Agent Chase also mentioned an area near 627 Center Road to consider in relation to guardrails.

The organizers of the Rose Mountain Rumble inquired if they could host the bike event this August. The Board is willing to let the event go on. The Selectmen would like to keep an eye on the COVID situation and the new variants in relation to the public safety.

The Fire Department went to the NH State Bid for the portable radios. The cost is \$34,985.40. The Warrant Articles specifies not to exceed \$35,000.00 and to take the funds out of the Fire Dept. Equipment Capital Reserve Fund.

Chairman Douglas asked about the repeaters. The Rescue truck and Engine 5 do have repeaters. Mark Chase said the newest truck does not have a repeater.

VOTE: Selectman Chamberlain moved, Bob Howe seconded to allow the Fire Chief to go forward with the approval of T/A Boland, should he need to sign documents, for purchase of the portable radios, not to exceed \$35,000.00 and to award this to Beltronics in Milford. Motion passed 3-0.

After reviewing the condition of the rugs at Citizens' Hall, it was determined to clean the rugs. It was noted the Police Department carpets are in the worse shape and to replace just that space could range between \$1,000-\$2,000.

VII. Selectmen's Report

a. MACC Base Action & Agenda

T/A Boland attended a meeting earlier today. The Milford Selectmen invited the Towns of Lyndeborough, Wilton and Mont Vernon to a hybrid meeting on April 26th to discuss the Inter-Municipal Agreement.

b. Transportation Committee

There is a meeting scheduled for next week. The TAP Subcommittee will report their findings. The TTAC will be scoring TAP projects.

c. Planning Board

The Board met on March 18, 2021. They approved the Mike Danis business plan on the Light Industrial Lot on Forest Road. There is a two-lot subdivision application for the April meeting. The Board will continue working on the Rules of Procedures

d. Heritage Commission

They meet the last Friday of the month

e. Safety Complex

No items to discuss.

Consent Agenda:

VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to approve the Consent Agenda of April 7, 2021. Motion passed. 3-0. (see below)

VIII. Information Items Requiring No Discussion

Chairman Douglas asked Road Agent Chase to move back the rocks about a foot from around the Christmas tree at Center Hall. Selectman Chamberlain addressed exterior work needed at Center Hall along the backside and the right side in terms of rotted wood and replacing windows. It was determined to have Greg Porter look into this. Selectman Chamberlain will share the photos he took of Center Hall. This will be on the next agenda.

T/A Boland mentioned that rotted wood around the basement door at Citizens' Hall was replaced. A shed roof will be installed to further protect the building.

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

VOTE: Selectman Howe moved, Selectman Chamberlain seconded to enter a Non-Public Session under RSA 91-A:3 II (c) at 7:24 p.m. Members were polled and all voted yes. Motion passed 3-0.

VOTE: Selectman Chamberlain moved, Selectman Howe seconded to exit the Non-Public Session at 8:48 p.m. Motion passed 3-0.

Once back in public session the Selectmen announced they had (re) appointed the following people:

1. Reappointed Louis Rota to the Historic District Commission Regular member.
2. Reappoint Greg Kreider to the Conservation Commission Regular member.
3. Appoint John Pomer to the Conservation Commission Regular member.
4. Reappoint Stephanie Roper to the Heritage Commission Regular member.
5. Appoint Charles Post as a Regular Member of the Planning Board.
6. Appoint Robert Rogers to the Planning Board Regular Member.
7. Appoint Ray Humphreys to the Planning Board as an Alternate.

VOTE: Selectman Chamberlain moved, Selectman Howe seconded to adjourn at 8:50 p.m. Motion passed 3-0.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 8:50 p.m.

Next regular meeting: April 21, 2021 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Fred Douglas _____

Selectman Mark Chamberlain _____

Selectman Robert Howe _____

April 7, 2021 Consent Agenda

Item #	Item Title	Approved
1	AP Warrants – March 25 & 30, 2021	Yes
2	Payroll Warrant – March 22 through April 4, 2021	Yes
3	Request to Approve Issuance of Timber Yield Tax Levy & Warrant, Anzalone (20-279-09T, Map-Lot 216-001, 219-003, 216-004-001), Accessed Via Pinnacle Road	Yes
4	Request for Approval of Intent to Excavate Application (21-279-01E) – Accessed Via Salisbury Road	Yes
5	Request for Approval of Intent to Excavate Application (21-279-02E) – Accessed Via Salisbury Road	Yes
6	Request for Approval of Intent to Excavate Application (21-279-03E) – Accessed Via Cram Hill Road	Yes
7	Request for Approval of Intent to Excavate Application (21-279-04E) – Accessed Via Cram Hill Road	Yes
8	Request for Approval of Intent to Cut Application, Chrisenton (21-279-01T) (228-001, 229-002, 229-003, 229-004, 229-005, 229-006, 229-007, 229-008, 230-005, 230-005-002, 230-007, 230-008, 230-008-001 & 230-024) – Accessed Via Woodward/Beasom Roads	Yes
9	Request to Approve Property Tax Overpayment Refund – Danis Construction, Co. Inc., (M-L 228-015-000)	Yes
10	Request to Reappoint Lisa Post as a Deputy Town Clerk/Tax Collector, Term Ending 2024	Yes
11	Request to Reappoint Kenneth Vengren as an Assistant Town Clerk/Tax Collector, Term Ending 2024	Yes
12	Request to Reappoint Johanne Woods as an Assistant Town Clerk/Tax Collector, Term Ending 2024	Yes
13	Board of Selectmen’s Public Meeting Minutes – March 24, 2021	Yes
14	Board of Selectmen’s Non-Public Meeting Minutes – March 24, 2021	Yes