

# LYNDEBOROUGH BOARD OF SELECTMEN

## MEETING MINUTES

November 3, 2021

*Approved*

### I. Call to Order:

Chairman Douglas called the meeting to order at 6:04 p.m.

### II. Introduction of Members Present:

Chairman Fred Douglas, Selectman Mark Chamberlain, and Selectman Robert Howe  
Town Administrator Russ Boland, and Minute taker Kathleen Humphreys

**Public & Media Present:** Code Enforcement Officer/Building Inspector Leo Trudeau, Ginny Chrisenton, Tom Chrisenton, Lisa Post, and Charlie Post.

### III. Appointments:

#### **6:05pm: Tom and Ginny Chrisenton re: Woodward Road Subdivision Update**

Tom and Ginny Chrisenton said they picked up the plans showing private road locations from their surveyor this morning and delivered them to T/A Boland. The Board just received the documents and will need time to review the plans before commenting. The documents came in this afternoon.

**VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to postpone this discussion until the next meeting in order to allow time to review the documents. Motion passed 3-0.**

### IV. Community Forum and Public Comment:

No comments

### V. Decision Making Actions:

#### a. Old/Tabled Business:

##### **Assessing Contract re: Request for Proposal Discussion**

The Selectmen have interviewed several candidates for the assessing contract. They discussed their thoughts on the various companies and services.

**VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to allow T/A Boland to request a contract between the Town and M&N Appraisal Services of Keene and to present the draft contract to the Board at a later date. Motion passed 3-0.**

Chairman Douglas mentioned he asked for the list of Current Use properties in Town. He brought up concerns about Current Use violations. He is seeing documentation of posted land that is in fact is receiving the highest tax break under Recreation Current Use status. He believes they are two parcels of land in excess of 10-acres.

T/A Boland said this request has been on a weekly checklist and as of last week the office now has the ability to generate that list. The issue was when the Town changed to Avitar

there was a software glitch resulting in not being able to generate the list in the correct format. The list will be sent to all three Selectmen and the Code Enforcement Officer.

**b. New Business:**

**Tax Setting Rate Discussion**

T/A Boland has been in contact with DRA and the Town is ready to move forward but there is a delay with the school. It is anticipated the situation will be fixed by this Friday. The information will be sent to DOE and then back to DRA. It is possible they might be able to set the tax rate soon.

Chairman Douglas has a concern that again this year the tax bills will be going out late. This is not the first time the bills are late due to the school. He understands there is new personnel at the school but it is their due diligence to be aware of the record keeping and the terrible history on this and they both knew there were issues before taking these positions.

The Board asked School Board Member Charlie Post what he knows about the situation. Mr. Post said the School District hired an auditor because the books were problematic. The School District hired a new Business Manager and Superintendent who started at the end of July. He said they are close to getting the numbers finalized. He also said there might be a significant amount of money coming back to the Town, maybe \$160,000 - \$170,000. Mr. Post felt the new business manager is experienced and is positive.

Chairman Douglas said the tax bills will go out late, closer to Christmas. With inflation at 5.7% people might have to decide if they want to buy groceries or gas; then it's Christmas.

Selectman Chamberlain said that the delay in getting the tax bills out could result in the December payment to the School District being delayed.

**c. Items not on Agenda:**

Nothing

**VI. Town Administrator Report**

The Broadband Committee held their first meeting and will meet again on November 10<sup>th</sup>. They received a letter from a resident on Bullard Drive who will be invited to the next Broadband Committee meeting.

The Capital Improvement Plan (CIP) is completed and was sent to CIP Chairman Burton Reynolds. The CIP committee will meet next Monday at 6:00 p.m. Mr. Reynolds plans submit the 2022-2027 CIP at the next Selectmen's meeting on November 17.

Road Agent Mark Chase asked about the possibility to relocate the public sand pile to the Goding property on Cemetery Road. He thinks it will be a safer operation than having it at the current location. Board agrees it might be safer. It was discussed that this will be a pilot program and if there is abuse of the system it will be reevaluated. Chairman Douglas will donate a game camera for security purposes.

T/A Boland discussed the annual review of Twin Bridge Services IT contract. He added the staff can't say enough about Allen and his staff. The contract is for \$17,795, which is

a slight increase from previous year. This year upgrades include a new desktop, a new rack in the IT closet and a few other upgrades.

Selectman Chamberlain asked if we are expending any of that \$5,000 for new equipment from last year. T/A Boland said the Town does not plan to this year. Chairman Douglas asked if the increase is hardware or technical support. It was noted that some of the subscriptions have increased in cost. T/A Boland said that this is a big saving from Armon, which would have been \$42,000. Chairman Douglas asked if this covered IMC and the police? T/A Boland answered that IMC is in the police budget.

**VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to authorize T/A Boland to enter into a contract with Twin Bridge Services for the proposed 2022 Annual Service Agreement for \$17,795.00. Motion passed 3-0.**

The Citizens' Hall septic system was pumped earlier today. It was suggested to keep a close eye on the system because the water was halfway up the pipe. Chairman Douglas wondering if the recent rain affected that. The Board wondered if there is a filter in the system. It was discussed to pull the plans and call Kenny Rocca with any questions. Mr. Rocca installed the system in 2002.

The Budget is at 83.3% of year with 74% spent. The revenues are currently at 111% in October. The revenue is good and expenses are under control.

Mark Chamberlain and T/A Russ Boland talked with Northpoint Engineering regarding future work. They have not heard back from them yet. Selectman Chamberlain said he had a conversation with Kevin Leonard, and he has a partial set of plans for Center Road. They plan to bring the plans and walk the area to see the profiles and evaluate what is needed to mitigate the sight line at the intersections. This project is for 2023 or later.

## **VII. Selectmen's Report**

### **a. MACC Base Action & Agenda**

They met to go over budget.

### **b. Transportation Committee**

No meeting this month

### **c. Planning Board**

The next meeting is November 18, 2021. There is another Lot Line Adjustment application from the Chrisenton's, this time involving five lots. Their two-lot conservation land subdivision was continued pending updating language on the notes. There was a disagreement on what the notes should say. Member Mike Decubellis suggested using language from NHMA in which several Board members agreed with while the applicant did not agree with. Mr. Boisvert should be submitting a new site plan permit application for his Airsoft business in December.

### **d. Heritage Commission**

The Commission met last Friday. They have raised \$27,000 in funds for the church. They will continue to work out the 501c3 status. The IRS is busy. They hope to see if they can get assistance from Sen. Shaheen.

**e. Conservation Commission**

The Commission met last week. They will propose language for a 50-foot structure setback from wetlands at the next Planning Board meeting.

**Boisvert – Porta Potty ruling:**

Chairman Douglas mentioned the court upheld the ruling in favor of the Town. The only thing left is enforcement action and inquired if there is a specific date for this action. T/A Boland said he had a conversation with Attorney Drescher who reiterated his conversation with Attorney James Lombardi that his applicant accepted defeat and they will remove the porta potties. Mr. Lombardi asked for 120-days to find a new location. After a discussion, the Board felt that was a long time, especially with inclement weather approaching soon, and agreed to a 60-day timeframe.

**VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to instruct T/A Boland to notify Attorney Drescher that the Board decided the timeframe to be 60-days for the compliance of the Porta Privies business to commence on when that notice is delivered. Motion passed 3-0.**

Mr. Boisvert is expected to have an application for the permit for the Airsoft business before the Planning Board for the December meeting. The permit has been expired for the past two years so it will be a new permit, not a renewal. Larry Boisvert requested a list of the complaints received against their business. Chief Deware compiled the list he received. T/A Boland will forward the list to Attorney Drescher who will forward it to Attorney Lombardi.

Code Enforcement Officer Leo Trudeau said that at the last Planning Board meeting this topic came up and he suggested they ask the operation to cease pending the new permit approval. He felt this permit process could take a long time. He was told by a member of the Planning Board that enforcement is the responsibility of the Selectmen. The Selectmen didn't agree with that statement and that the Planning Board should put in an avenue to monitor any conditions or requirements they put in place.

Chairman Douglas asked if there is any movement on a solar petition warrant article. T/A Boland confirmed the Warrant Article approved last year impacted \$15,000 in revenue. Exemptions were discussed. Selectman Howe mentioned it cost about \$28,000 for four properties in relation to current use changes missed by the assessor.

**VIII. Consent Agenda:**

Table until end of meeting.

**IX. Information Items Requiring No Discussion**

None

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

**VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to go into a Non-Public Session at 7:14 p.m. Members were polled, all agreed. Motion passed 3-0.**

**VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to exit the Non-Public Session at 8:02 p.m. Motion passed 3-0.**

Once back in public session:

**VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to approve the Consent Agenda for November 3, 2021. Motion passed 3-0.**

**VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to adjourn at 8:10 p.m. Motion passed 3-0.**

**XI. Adjournment:**

All scheduled items having been addressed, the public meeting was adjourned at 8:10 p.m.

Next regular meeting: November 17, 2021 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Fred Douglas \_\_\_\_\_

Selectman Mark Chamberlain \_\_\_\_\_

Selectman Robert Howe \_\_\_\_\_

November 3, 2021 Consent Agenda		
Item #	Item Title	Approved
1	AP Warrants – October 26 & November 2, 2021	Yes
2	Payroll Warrant – October 18 through October 31, 2021	Yes
3	VALIC ACH Payroll Warrant -- October 18 through October 31, 2021	Yes
4	Request for Approval of Purchase Order # 2639 – Daryl Pelletier – Roadside Mowing (\$3,640.00 – Inv. # 1119)	Yes
5	Request for Approval of Intent to Cut Application, NAME (21-279-09T) (220-010-001) – Accessed Via Herrick Road	Yes
6	<b>Tabled from Previous Meeting:</b> Board of Selectmen's Public Meeting Minutes – October 6, 2021	Yes
7	<b>Tabled from Previous Meeting:</b> Board of Selectmen's Non-Public Meeting Minutes – October 6, 2021 (RSA 91-A:3 II (c))	Yes
8	<b>Tabled from Previous Meeting:</b> Board of Selectmen's Public Meeting Minutes – October 7, 2021	Yes
9	Board of Selectmen's Public Meeting Minutes – October 20, 2021	Yes
10	Board of Selectmen's Non-Public Meeting Minutes – October 20, 2021 (RSA 91-A:3 II (c))	Yes