

**LYNDEBOROUGH BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**June 17, 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 and Selectman Fred Douglas via phone due to COVID-19. Selectman Richard McQuade arrived at 6:26 p.m.  
Town Administrator Russ Boland and Recorder Kathleen Humphreys at Citizens' Hall

**Public Present:** Misty Gauthier and Jessie Salisbury

**III. Appointments:**

**6:05pm: Misty Gauthier re: Citizens' Hall Road Parking**

Ms. Gauthier was not present at the beginning of the meeting.

**IV. Community Forum and Public Comment:**

No items to discuss

**Decision Making Actions:**

**Old/Tabled Business:**

**Lower Purgatory Falls Parking Discussion**

The Board discussed when Purgatory Falls could reopen. It was noted that the State Parks may be opened but they have restrictions the Town cannot comply with. The Board agreed to remain status quo and address a reopening plan at each upcoming meeting.

**Fire Station Ventilation System**

The Fire Chief sent a memo requesting approval of \$20,623.00 for the ventilation system. Town Meeting approved up to \$21,000 for the ventilation system.

**VOTE: Chairman Chamberlain moved, Selectman Douglas seconded to execute the contract with Airvac for \$20,623.00 and to further authorize Fire Chief Brian Smith to sign the contract. Roll call: Selectman Douglas, yes; Chairman Chamberlain, yes. Motion passed 2-0.**

**6:06pm: Misty Gauthier re Citizens' Hall Road Parking**

T/A Boland provided Ms. Gauthier a copy of the Chief Deware's recommendation not to change the no parking status on Citizens' Hall Road. The Road Agent agreed with the recommendation.

Ms. Gauthier confirmed that the Selectmen agreed that it will remain "No Parking" on Citizens' Hall Road and the road will not be changed to a "One Way" road. She inquired about parking during town events.

Selectman Douglas said the exception is true about Town Meeting and elections. T/A Boland added that is a common practice across the country, so in the event the Board saw fit, for voting or Town Meeting, they can lift the restriction for that event.

Misty Gauthier replied she will have to live with this and move on and that she is not pleased with it. She said, "I'm not done. The Board now is not the Board in the future. I'll take your answer for now."

There was a brief discussion regarding a petition. *Misty Gauthier left at 6:09 p.m.*  
*See official vote below Consent Agenda.*

#### **New Business:**

##### **2020-2021 Propane Contract Discussion**

T/A Boland recommended continuing the propane business with Ciardelli Fuel with a fix cost of \$1.399/per gallon. He compared prices with three companies and Ciardelli was the lowest. T/A Boland said they have been giving the Town outstanding service.

**VOTE: Chairman Chamberlain moved, Selectman Douglas seconded to accept the contract with Ciardelli Fuel for the term of 7/1/20–6/30/21 for a fixed price for \$1.399 per gallon. Roll Call: Selectman Douglas, yes; Chairman Chamberlain, yes. Motion passed.**

##### **2020 First Half Property Tax Bill Update**

T/A Boland reported the situation looks good and he is keeping a close eye on it. There is \$518,256.00 in general fund. The June payment was made to the school and the Mountain Road Bond was paid for this year.

##### **Corona Virus Relief Fund Grant Agreement Update.**

The Town received the funds for the firefighters and police officers' COVID-19 stipend pay. The Police and Fire Chiefs will provide the appropriate documents to the town office. It was understood that the documents need to be preserved for three years.

##### **Heritage Commission – Term Expires 2023**

The Heritage Commission would like to see longtime resident Bob Howe fill the vacant position. The appointment is on the Consent Agenda.

**VOTE: Chairman Chamberlain moved, Selectman Douglas seconded to appoint Bob Howe as a member of the Heritage Commission with a term to expire in 2023.**

**Roll call: Selectman Douglas, yes; Chairman Chamberlain, yes. Motion passed 2-0.**

##### **2020 State primary and Presidential Election Discussion**

Town Moderator Walter Holland and Town Clerk/Tax Collector Trish Schultz are reviewing election procedures in relation to the COVID-19 guidelines and have been in contact with the Secretary of State.

##### **Items not on Agenda:**

Selectman Douglas requested the Board take an official vote on Misty Gauthier's request regarding Citizens' Hall Road no parking signs and request to make it a one-way street so there is a public record of their actions. This vote will take place when all three Selectmen are present.

## V. **Town Administrator Report**

Road Agent Mark Chase would like to reclaim waste asphalt stored at the Highway Garage and researched companies who do that work. Fuzzy Brother's Asphalt Reclaiming out of Walpole, NH had the lowest price at \$18,000.00 and seems to be the "go to" company for this work. They work with neighboring towns.

The plan is to reclaim 3,000 yards this year. There are 9,000 yards of asphalt on-site and the plan will be to have the work done in a three-year cycle with 3,000 yards processed each year. The work will come out of the Gravel Budget. This was discussed with the Budget Committee with anticipation of the work starting this year.

They will charge \$6/yard with an expected cost of \$18,000.00. The processed material will help reduce the need to purchase  $\frac{3}{4}$  in crushed stone at a savings of \$3.50/yard.

Selectman Douglas asked for clarification on the amount being processed and if the money is in the account now. T/A Boland confirmed the budget line has \$40,003.24 in it now and the account was moved to \$50,000 to provide for this project.

Chairman Chamberlain responded it is a good material and packs really well and will help the Highway Department with their road work while helping to clean out the highway yard a bit. Selectman Douglas asked if the Highway Department will use more than 3,000 yards this year. Mark Chase said they will use this product with crushed gravel.

There will be a purchase order created for this project. Mark Chase will provide insurance contracts.

**VOTE: Selectman Chamberlain moved, Selectman Douglas seconded to award the Asphalt Reclaiming contract to Fuzzy Brothers of Walpole, NH for \$18,000.00 to reclaim 3,000 yards. Roll Call: Selectman Douglas, yes; Chairman Chamberlain, yes. Motion passed 2-0.**

The Women's Club will be closing the food bank. They may be keeping a small supply of food available in case of a resurgence in assistance requests. The Women's Club and the Fire Department did an outstanding job provided for our neighbors in need during the onset of the COVID-19 Crisis. Chairman Chamberlain suggested sending thank you letters. T/A Boland will have letters ready for next meeting.

*Selectman Rick McQuade arrived at 6:26 p.m.*

T/A Boland mentioned there have been emails concerning the Broadband expansion project in the State it has to be completed by December 2020. It will be difficult to be ready by the July submittal deadline. T/A Boland notified NRPC, TDS and our IT consultants. NRPC forwarded questions to the State. This is in the best interest of the community and for TDS to pursue it.

Residents of Tarn Road contacted the Town regarding the process to accept the road as a Town road. Road Agent Mark Chase, Chairman Mark Chamberlain met Mr. Steward, and other residents before proceeding to walk Tarn Road. It was mentioned that some residents do not want Tarn Road accepted or paved. It was mentioned that Mr. Steward did not agree with the Town's initial assessment. It appears the road was recently graded just before the site walk.

The Selectmen agreed to send Mr. Steward a letter, including the initial the road analysis, and if he wants to proceed the Town will require that our engineer be contacted for his opinion. The engineering cost will covered by the Tarn Road Association. It will be made clear that the Town will select the engineers and set the parameters.

## **VI. Selectmen's Report**

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

They met on June 11, 2020 and Lyndeborough did not attend.

### **b. Transportation Committee**

At the last meeting, they solicited for new ideas for the 10-year plan.

### **c. Planning Board**

They will meet tomorrow night with Rick Duplease and Darrell Cooper on the agenda.

### **d. Heritage Commission**

They will meet next week at Center Hall.

### **e. Safety Complex**

No items to discuss.

### **Consent Agenda:**

Tabled until the end of the meeting.

The Board updated Selectman McQuade on the 6:05 p.m. appointment earlier tonight with Misty Gauthier where they informed her that they do not want to change Citizens' Hall Road to a one way or allow parking along the road. The Board wanted to ensure the vote was part of the record.

**VOTE: Selectman Douglas made a motion, in reference to Mr. Gauthier's request for making Citizens' Hall Road a "One Way" direction and allowing specific parking in front of her house, the Board will deny that request. Selectman McQuade seconded the motion. Roll Call: Selectman McQuade, yes; Selectman Douglas, yes; and Chairman Chamberlain, yes. Motion passed 3-0.**

Selectman Douglas reported about the status of Lee Mayhew's memorial. The draft will be shared with the Board once it is completed. It was recommended to hold the dedication in the fall.

## **VII. Information Items Requiring No Discussion**

No items to discuss.

## **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 6:47 p.m. Roll Call: Selectman McQuade, yes; Selectman Douglas, yes; and Chairman Chamberlain, yes. Motion passed 3-0. Motion passed 3-0.**

**VOTE: Selectman McQuade moved, Selectman Douglas seconded to reenter the public meeting at 7:20 p.m. Roll Call: Selectman McQuade, yes; Selectman Douglas, yes; and Chairman Chamberlain, yes. Motion passed 3-0. Motion passed 3-0.**

**VOTE: Selectman McQuade moved, Selectman Douglas seconded to accept the June 17, 2020 Consent Agenda. Roll Call: Selectman McQuade, yes; Selectman Douglas, yes; and Chairman Chamberlain, yes. Motion passed 3-0. Motion passed 3-0.**

**Adjournment:**

**VOTE: Selectman McQuade moved, Selectman Douglas seconded to adjourn at 7:22 p.m. Roll Call: Selectman McQuade, yes; Selectman Douglas, yes; and Chairman Chamberlain, yes. Motion passed 3-0.**

All scheduled items having been addressed, the public meeting was adjourned at 7:22 p.m.

Next regular meeting: July 1, 2020 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Mark Chamberlain\_\_\_\_\_

Selectman Fred Douglas\_\_\_\_\_

Selectman Richard McQuade\_\_\_\_\_

June 17, 2020 Consent Agenda		
Item #	Item Title	Approved
1	AP Warrants – June 9 & 16, 2020	Yes
2	Payroll Warrant – June 1 through 14, 2020	Yes
3	Request to Appoint Bob Howe as a Full Member to the Heritage Commission (Term to Expire 2023)	Yes
4	Request for Approval of Intent to Cut Application, Joy (20-279-03T) (202-004) – Accessed Via Nichols Road	Yes
5	Request to Endorse Oath of Office for Arnold Byam as a Lyndeborough Commissioner to Nashua Regional Planning Commission (Term Open Ended)	Yes
6	Request to Endorse Oath of Office for Burton Reynolds as a Lyndeborough Commissioner to Nashua Regional Planning Commission (Term Open Ended)	Yes
7	Request to Execute 2020 Unlicensed Dog Warrant	Yes
8	Board of Selectmen's Public Meeting Minutes – June 3, 2020	Yes
9	Board of Selectmen's Non Public Meeting Minutes – June 3, 2020	Yes