

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
July 27, 2022
Final

I. Call to Order:

Chairman Fred Douglas called the meeting to order at 6:03 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: Jessie Salisbury, Building Inspector/Code Enforcement Officer
Leo Trudeau, and Road Agent Rick McQuade

III. Appointments:

6:03 p.m. Public Hearing for Acceptance of \$50,000 in Unanticipated Funds from American Rescue Plan Act (ARPA) Local Equipment Matching Program, per NH RSA 31:95-b III (a)

T/A Boland reviewed some of the items purchased with the funds which include a laptop for the police, laptop for the minute taker, fire dept portable radios (\$35,000) and police chief items. \$50,000 is reimbursement from this program

VOTE: Selectman Chamberlain made a motion, Selectman Howe second to accept the unanticipated funds of \$50,000.00 from the American Rescue Plan Act (ARPA) Local Equipment Matching Program, per NH RSA 31:95-b III (a). Motion passed 3-0.

VOTE: Selectman Chamberlain made a motion, Selectman Howe second close the public hearing at 6:07 p.m. Motion passed 3-0.

IV. Community Forum and Public Comment:

No topics were discussed.

V. Decision Making Actions:

a. Old/Tabled Business:

Review of Proposed Municipal Fees

The forms have been updated. Selectman Chamberlain informed the Selectmen that the Planning Board discussed the proposed fees at their last meeting. Not all members agreed with the changes to Home Occupation and Initial Consultation, but they agreed to recommend this to the Selectmen for a public hearing.

VOTE: Selectman Chamberlain made a motion, Selectman Howe second to hold the public hearing on August 10, 2022 at 6:05 p.m. at Citizens' Hall relative to Land Use Fees.

This hearing will include Land Use Fees, rental halls fees, Building Fees. A rather lengthy notice will be published in the newspaper and information will be posted on the Town's website.

New VOTE: Selectman Chamberlain made a motion, Selectman Howe second to hold the public hearing on August 6, 2022 at 6:05pm at Citizens' Hall relative to Land Use Fee Schedule, rental property fees (Center Hall & Citizens' Hall) and Building Permit Fee Schedule, per NH RSA 31:95-b III (a). Motion passed 3-0.

b. New Business:

Potential 2023 Town Ballot Keno Question Discussion

T/A Boland reported that after additional research, it was determined that the Selectmen can do a Warrant Article and this Warrant does not have to be a Petition Article. The Board was in agreement to move forward.

Highway Department Truck Purchase Discussion

T/A Boland reported very good news in regard to the arrival of the new truck. Someone cancelled their order at the dealership and that truck was exactly what Lyndeborough needed, so we can expect delivery in about 4-weeks.

Snowplow Sales have reported we expect to save \$623 for the sander to be installed due to the municipal discount. The town emblems for the truck could cost \$800.

c. Items not on Agenda:

The Board would like to inquire why they have not seen a monthly fire department report lately. T/A Boland will speak to the Fire Chief.

Selectman Chamberlain asked about the TDS truck that has been parked at Center Hall. T/A Boland advised it has been removed.

The Board discussed an email regarding Touchstone Farm on Old Temple Road. They think this discussion may have to happen at the State level. There was an agreement with the previous owner.

Chairman Douglas said that he remembers that area by the dam was a camping area before. The Boy Scouts use to camp there when he was a Scout. It is a very beautiful area. The State owns the dam.

Chairman Douglas asked if the sweeper can clean-up the stone on Mountain Road that has been washed into the road after the recent heavy rainstorm. He also discussed a manhole cover on Mountain Road that needs repair. He also inquired if there was another issue on Crooked S Road and asked how the grading held up after the last rainstorm.

Selectman Chamberlain inquired about an update regarding the ambulance. T/A Boland said there is no further information. They discussed the process for hiring the new Ambulance Director.

VI. Town Administrator Report

The salt shed repairs started last week and could be completed within two to three weeks. It was discussed the shed will need to be sprayed with epoxy and allowing time to cure before loading salt into the shed.

VII. Selectmen's Report

a. MACC Base Action & Agenda

T/A Boland attended the meeting last week. They are working on the IMA. Milford is on new frequency, and we are on Milford's frequency. Everyone is reporting improvements in radio communications.

b. Transportation Committee

No meeting this month

c. Planning Board

The Planning Board approved the Dutton Road driveway with reduced sight distance. Jane Hager was in for a lot line adjustment with her neighbors on Pinnacle Road/Summit Road. The Chrisenton's were in for a conservation subdivision and blending it with a lot line adjustment. They were informed they were violating several regulations. The application was continued.

The Fee Schedule was discussed. There was a significant discussion about the Master Plan led by the Code Enforcement Officer and Town Moderation. The Board is trying to schedule a subcommittee meeting and they were told to bring their concerns to the meeting. They were unhappy they could not be heard.

Selectman Howe said the Conservation Commission wanted to discuss concerns on-going on Dutton Road and he was told they were to go to the subcommittee before the concerns could be brought to the Master Plan Subcommittee. They will hold a meeting. Chairman Douglas asked about progress relative to the Master Plan.

d. Heritage Commission

They held a meeting after the Historic District meeting last Friday at Center Hall.

e. Conservation Commission

The next meeting is August 11, 2022.

f. Ambulance Advisory Committee

There is no meeting scheduled.

VIII. Consent Agenda:

VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to accept the Consent Agenda for July 27, 2022 with the exception of item #6 the Intent to Cut on Purgatory Falls Road. Motion passed 3-0. (see below)

The Road Agent will look at the driveway. Chairman Douglas asked for him to stay on top of this driveway because it is a temporary driveway.

IX. Information Items Requiring No Discussion

Selectman Chamberlain asked if the Road Agent put in a Purchase Order in for the new vehicle. He also asked why we are funding the CIP now. T/A Boland gave an explanation regarding a surplus. Requirement to find the Capital Reserve Fund earlier than normal when using unreserved fund balance.

Chairman Douglas said he had a nice conversation with Clayton, Polly and Steve Brown who visited him to say thank-you to the Town for the food basket.

Chairman Douglas asked the status on the house on Center Road, the one that they have a driveway concern with. It was noted that it appears that work has continued, and windows were installed.

Chairman Douglas said he is driving by a certain piece of property that appears to have a sand and gravel operation on-going. He asked if the Code Enforcement Office should visit that property. Selectman Howe expressed concerns about other issues with that property.

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 6:45 p.m. Motion passed 3-0.

VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to exit the Non-Public Session at 7:16 p.m. Motion passed 3-0.

Once back in public session, the Board wanted a status report on code enforcement action against several Bed and Breakfasts along with suspected excavation operations. T/A Boland reported CEO Trudeau is working on all the cases and will report his progress to the Board in the near future. The Board announced the hiring of Eric Fischer as a volunteer firefighter.

VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded adjourn at 7:18 p.m. Motion passed 3-0.

XI. Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 7:18 p.m. Next regular meeting: August 10, 2022 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Fred Douglas_____

Selectman Mark Chamberlain_____

Selectman Robert Howe_____

July 27, 2022 Consent Agenda		
Item #	Item Title	Approved
1	Request to Approve 2021 Administrative Property Tax Abatement & Execute Abatement Disposition – Mitchell (Map-Lot 246-005-000)	Yes
2	AP Warrants – July 19 & July 26, 2022	Yes
3	Payroll Warrant – July 11, 2022, through July 24, 2022	Yes
4	VALIC ACH Payroll Warrant – July 11, 2022, through July 24, 2022	Yes
5	Request Town Clerk to Issue Vehicle Registration Refund – Labonte (\$12.00)	Yes
6	Request for Approval of Intent to Cut Application, Watt (22-279-08T) (234-026-000) – Accessed Via Purgatory Falls/Salisbury Road	NO
7	Board of Selectmen’s Public Meeting Minutes – July 13, 2022	Yes
8	Board of Selectmen’s Non-Public (c) Meeting Minutes – July 13, 2022	Yes
9	Board of Selectmen’s Emergency Public Meeting Minutes – July 14, 2022	Yes