

**LYNDEBOROUGH BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**December 14, 2022**

*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 Robert Howe  
Town Administrator Russ Boland and minute taker Kathleen Humphreys (remote site)

**Public & Media Present:** Jessie Salisbury, Kevin Leonard, Northpoint Engineering,  
Leo Building Inspector/Code Enforcement Officer Leo Trudeau, Road Agent Rick  
McQuade, Lisa Post, Police Chief Rance Deware

**III. Appointments:**

**6:05 p.m.: Kevin Leonard and Road Agent Rick McQuade**

Kevin Leonard from Northpoint Engineering reviewed the progress on the design review  
for the Center Road project with work at the intersections of Curtis Brook Road and  
Cemetery Road, for a total of 3,300 feet.

The Wetland mapping done on November 3, 2021 with former Road Agent Mark Chase.  
Northpoint worked with new Road Agent Rick McQuade at the end of October 2022. The  
Board listened to the presentation.

Mr. Leonard left two copies and will provide a PDF copy tomorrow. The Board will review  
the plans and hope to have an answer the second week of January. Chairman Douglas  
requested a monetary cost based on their recommendations. Mr. Leonard will provide it.

**Pressure Washer**

The Highway Department is considering a pressure washer with attachments for  
undercarriage washing, sand blasting and culvert cleaning. The process was explained to  
the Board. The Board can encumber the cost of \$8,433.

Road Agent McQuade said this will help solve the culvert issues caused by blockages.  
They clean 2-3 roads a year, depending on how many culverts they have. The department  
has started a full culvert inventory townwide.

**VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to  
authorize the Road Agent to enter into a contract with Power Eagle USA in amount  
of \$8,433, for the purchase of a pressure washer and attachments. Motion passed  
2-1 Chairman Douglas voted no.**

**Phone for Citizens' Hall**

Allan Treadwell from Twin Bridge Services and Chris Emerson were present

Chris Emerson will do most of the work. The phone system is at least 15-years old. The  
office has been having issue with phones. There are problems with the wires. The  
network continues to fail. They have had conversations with the office and feel it's time to

replace the phone system. Mr. Treadwell and Mr. Emerson reviewed the process and some of the modern options available that can also benefit other town functions.

There will be a fiber system for the Police Department and a fiber system for the office. The phones will be plugged into the new wiring with an incredible number of features such as voice mail to text option. There would not be any long-distance fees. The cost would be \$30 per phone, per month, which includes the cost of the phone for a 3-year contract. It was suggested to go with Voice Over IP. The initial set-up cost would be \$2,000 and will be required to be paid before the work starts. The office will get their internet services through TDS.

**VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to authorize the Town Administrator work with Allan Treadwell from Twin Bridge Services to upgrade the phone system. The motion passed 3-0.**

#### **Taser Issue**

The taser contract expires this January. The hand-held units have a 5-year life expectancy and there would not be a warranty after that. The cost is \$14,362.42. The department had nine (9) tasers, but they are down to three (3). The package includes free training, a 2-year certification, duty cartridges for a 5-year period, charging banks, and software to upload the evidence, which can't be modified or deleted by anyone. There are American Rescue Plan Act (ARPA) funds. Payments could be spread out over five years with monthly payments of \$2,872.51. The money could be encumbered.

The disadvantage of using ARPA funds was discussed because those funds could be utilized elsewhere.

**VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to authorize \$14,362.52 from Police Department budget to be used for the taser contract with Axon Enterprises, Inc. Motion passed 3-0.**

#### **IV. Community Forum and Public Comment:** None

#### **V. Decision Making Actions:**

##### **a. Old/Tabled Business:** **Comcast**

Comcast reached out to discuss future funds of about \$25 million slated for broadband upgrades. This could be six months out. Lisa Post was here to discuss this

#### **2022 Encumbrances Discussion**

T/A Boland reviewed the encumbrances that include the police cruisers, assessing contract, police tasers, building department software, and fire department items. The encumbrances total is \$118,758 right now but a reduction is anticipated as a result of the assessing agreement.

#### **2023 Warrant Articles Discussion**

The Budget Committee asked to remove \$6,000 from the budget for the stone arch bridge on Old Temple Road West repairs. They asked the Selectmen to bring that forward in a Warrant Article and if they cannot, a Petition Warrant article is the next step. T/A Boland

sent an email to Jessie Salisbury and Stephanie Roeper informing them of the decision by the Budget Committee.

**b. New Business:**

No new business

**c. Items not on Agenda:**

Last night was the joint Budget Committee meeting with Wilton. The presentation revealed the Recycling Center budget went up 3.31% but that number could change. The next meeting is January 17, 2022.

Chairman Douglas asked if there is a State Statute requiring towns to offer landfills. It was discussed looking into the percentage of the residents who use the recycling center vs private trash contractors. It could be cheaper to use the New Boston facility.

**VI. Town Administrator Report**

T/A Boland advised the Board the Budget Committee has recommended the Selectmen develop a warrant article for an engineering study of the Old Temple Road West Stone Arch Bridge, as the Budget Committee does not feel it belongs in the operating budget.

T/A Boland advised the Board M & N Assessing (the Town's contracted Assessor), is in the process of completing the 2022 cyclical assessing project, which covers the Center Road area of Town.

T/A Boland advised the Board that Comcast will not be billing the \$100,000 from ARPA funds as of now.

**VII. Selectmen's Report**

**a. MACC Base Action & Agenda**

T/A Boland attended a meeting in Mont Vernon where the personnel manual was discussed.

**b. Transportation Committee**

The Committee met earlier today. They moved on the safety target, which is required for the Federal Grant process. They discussed the traffic counting program.

Chairman Douglas asked Selectman Chamberlain if there was any movement on the safety installation on Rt. 101. Selectman Chamberlain asked if Chairman Douglas has the information from when he worked on the process when it was put in place. He reported they have not replaced their safety coordinator yet. Chairman Douglas said that NRPC might have the information that Selectman Chamberlain is looking for.

**c. Planning Board**

The Board will meet tomorrow night and include a Public Hearing for Zoning Amendments.

**d. Heritage Commission**

The Commission plans to meet at the end of January.

**e. Conservation Commission**

The Commission plans to meet tomorrow night.

**f. Ambulance**

An upcoming meeting is planned in January.

**VIII. Consent Agenda:**

**VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to accept the Consent Agenda for December 14, 2022 Motion passed 3-0.**

**IX. Information Items Requiring No Discussion**

None

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

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

**VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to exit the non-public session at 8:46 p.m. Motion passed 3-0.**

**VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to adjourn at 8:47 p.m. Motion passed 3-0.**

**XI. Adjournment:**

All scheduled items having been addressed, the public meeting was adjourned at 8:47 p.m.

Next regular meeting: December 28, 2022 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

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

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

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

Consent Agenda – December 14, 2022		
Item #	Item Title	Approved
1	AP Warrants – December 6 & December 13, 2022	Yes
2	Payroll Warrant – November 28, 2022, through December 11, 2022	Yes
3	VALIC ACH Payroll Warrant – November 28, 2022, through December 11, 2022	Yes
4	Request to Approve Issuance of Timber Yield Tax Levy & Warrant, Holt (22-279-04T, Map-Lot 226-025-000)	Yes
5	Request for Approval of Purchase Order # 2878 – ATG – 10-Wheeler State Inspection Work (\$3,754.22 – R601002816:01)	Yes
6	Request for Approval of Purchase Order # 21235 – M & N Assessing Services – 2022 Pick-Ups & Cyclical (\$10,200 - 1841)	Yes
7	Board of Selectmen's Public Meeting Minutes – November 30, 2022	Yes
8	Board of Selectmen's Non-Public (a, c & l) Meeting Minutes – November 30, 2022	Yes