

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
December 28, 2022
Final

I. Call to Order:

Chairman Fred 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

Public & Media Present: Jessie Salisbury, Building Inspector/Code Enforcement Officer
Leo Trudeau, Fire Chief Brian Smith and Phil Dupont.

III. Appointments:

None

IV. Community Forum and Public Comment:

Jessie Salisbury wanted to thank the Highway Department for their work during the storm.

The town opened the Emergency Operations Center during the storm. The Emergency
Management Director Brian Smith will be putting together data to possibly be reimbursed
for expenses.

V. Decision Making Actions:

a. Old/Tabled Business:

2022 Encumbrances Business

The pressure washer and the tasers were removed from the encumbrance list because
we will be getting invoices soon.

1. Police Vehicle Purchase 2021Article 7	\$19,000
2. Police Vehicle Purchase 2022 Article 6	\$20,500
3. Assessing Agreement	\$12,000
4. Highway Department Garage Heater	\$7,535
5. Security Cameras for the EOC Garage	\$1,500
6. Building Department Software Module	\$5,900
7. Engineering of Center Road Phase II	\$29,608.47
8. <u>Engineering Glass Factory Road</u>	<u>\$6,382.52</u>
Total	\$102,425.99

**VOTE: Selectman Chamberlain moved, Selectman Howe seconded to accept the
2022 Encumbrances for a total of \$102,425.99. Motion passed unanimously 3-0.**

Selectman Douglas would like to compare the security systems.

2023 Draft Warrant Article Review

There is the addition of Warrant Article 4 rename the CIP fund from the 1994 Fire Engine to the 1997 Fire Engine.

Finance Director Paul Hebert did a preliminary analysis on the Warrant Articles. They will present this to the Budget Committee on January 9th. The Selectmen will meet again on Jan 11. He would need to know now if this Board has any concerns. T/A Boland reviewed the surplus and unexpended balances. The questions included:

1. Any problems with any of these items.
2. Do you want to fund out of the unreserved surplus.

Selectman Chamberlain asked how we are with tax collection and the answer was the Tax Collector informed T/A Boland they are fine. Selectman Howe has a concern we are setting a precedent if doing this another year and will it be expected again or should the funds be raised through taxation. T/A Boland said they can ask the Budget Committee their opinion or the Board can make a determination of what they want to do tonight and that we can send it back to taxation at the end of year since we will have a better idea where we are then.

Fire Chief Brian Smith arrived at 6:20 p.m. and Phil Dupont arrived at 6:37 p.m.

Warrant Articles 10 & 11 were explained. It was decided to do a new Warrant Article for housekeeping purposes to change the purpose from Backhoe/Loader to Loader.

Chairman Douglas asked about the Keno Warrant Article and if the location should be inserted. Selectman Howe questioned to limit Keno to a specific location instead of anywhere in town. T/A Boland said if we are allowed to do that, he can put the map/lot number to restrict Keno sales to the Village Store. Discussion continued. T/A Boland will check with the State to ask what is allowed.

T/A Boland reviewed the Unreserved Fund Balance. He said that Paul Hebert had some trepidation because we could be coming into tough economic times. We did well controlling cost and with grants this year, but that might not be the case every year.

Jessie Salisbury asked if the Heritage Commission's article is there for the Stone Arch Bridge study. This was discussed. Jessie Salisbury said the estimate was between \$4,000-\$6,000 depending on how detailed a report we request. This is the company that Wilton used for their bridge study.

Selectman Howe said he would prefer to have some funds come from surplus and some from taxation. The total is \$196,750.

VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to have \$103,500.00 coming from the Unreserved Fund Balance, which reflects all the Highway Department items, and \$93,250.00 to be raised from taxation. Motion passed unanimously 3-0.

VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to direct T/A Boland to make the changes discussed tonight on the Warrant Articles. Motion passed unanimously 3-0.

January 19 will be the final zoning amendment public hearing for the Planning Board so the Warrant Article numbers can be finalized after that.

Center Road Engineering Study Discussion

In tonight's package is the scope of the project and questions from the engineers.

VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to table this to January 25, 2023, at the Selectmen's meeting that starts at 6:00 p.m. Motion passed unanimously 3-0.

b. New Business:

Wilton's Request for Cost-Sharing re: Radio Communication Equipment

Wilton is asking for Lyndeborough for a 1/3 portion and asking Mont Vernon for a 1/3 portion in case there is an issue with the radios, so they have funds available for a maintenance emergency response plan to be able to call Beltronics to fix problems.

Chairman Douglas said what he's getting out of this that Wilton has put in their frequency. He sees a note that they have not met Mont Vernon's new Town Administrator and asked what happens if the T/A said no, would our cost go up. T/A Boland felt we make it known that the \$1,566.67 is our limit. This would be a 2023 expense if we choose to move forward with it. What would our responsibilities be if costs to repair equipment was an amount over and above \$1,566.67.

The Lyndeborough police have used the frequency as the primary frequency. Frustrations regarding the situation were voiced and discussed.

Wilton BOS will be attending an upcoming Lyndeborough Selectmen's meeting, we can discuss it with Wilton in more detail at that meeting.

VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to table this discussion until the next meeting when the Wilton Select Board will be here. Motion passed 3-0.

The Board asked for the contract ahead of time.

c. Items not on Agenda:

Nothing

VI. Town Administrator Report

The resident at 49 Brackett's Cross Road sent a thank you note. During the storm, two telephone poles came down on each side of her house, preventing her from leaving or seek shelter elsewhere. Chief Smith and firefighters Donald Cole and Zach assisted her. They provided a loaner emergency generator, fuel and kept checking on her. The note mentioned that she didn't know that fire fighters did more than fires and she wanted us to know these firefighters were her angels.

Chief Smith said there is past member who assumed we took the generator off our truck which we didn't do. The fuel came from the fire station, which is town property. He asked how the town wanted to handle this. He explained the resident's husband died 3-years ago and her generator has not been serviced since there, the gas was bad and it would not start. The house was 47 degrees when they arrived. Her power was out until late Monday night. Chairman Douglas said he does not have a problem on how the emergency was handled. Selectmen Chamberlain and Selectman Howe agreed.

The Ambulance will be increasing their fees to be in line with other ambulance services.

The New Boston Transfer Station could not do any better regarding pricing for services.

On Friday, Comcast will be here for a Broadband Committee photo.

VII. Selectmen's Report

a. MACC Base Action & Agenda

No report

b. Transportation Committee

No report

c. Planning Board

No report

d. Heritage Commission

No report

e. Conservation Commission

No report

f. Ambulance Advisory Committee

No report. Meeting in January.

VIII. Consent Agenda:

VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to accept the Consent Agenda for December 28, 2022. Items 1-6 and 8-12 (missing #7). Motion passed 3-0. (see below)

IX. Information Items Requiring No Discussion

Chairman Douglas said he was disappointed with the quality of work for the boom mowing, which cost \$3,000.

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

VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to enter a non-public session at 7:12 p.m. under RSA 91-A:3 II (c). Motion passed 3-0.

VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to reenter the public session at 8:06 p.m. Motion passed 3-0.

VOTE: Once back in public session the minutes from the non-public session were sealed on a motion by Selectman Howe and seconded by Selectman Chamberlain. Motion passed 3-0.

Non-Public Session #2, RSA 91-A:3 II (c)

VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to re-enter a non-public session at 8:09 p.m. under RSA 91-A:3 II (c). Motion passed 3-0.

VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to exit the non-public session and return to the public session at 8:19 p.m. Motion passed 3-0.

Once the Board was back in public session, the Board discussed having a section of the 2022 Town Report in memoriam for Clayton Brown. The Board also directed T/A Boland to have a picture of the new/used fire truck on the cover of the Town Report.

VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to adjourn at 8:25 p.m. Motion passed 3-0.

XI. Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 8:25 p.m.

Next regular meeting: January 11, 2023 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Fred Douglas _____

Selectman Mark Chamberlain _____

Selectman Robert Howe _____

Consent Agenda – December 28, 2022		
Item #	Item Title	Approved
1	AP Warrants – December 20 & December 27, 2022	Yes
2	Payroll Warrant – December 12, 2022, through December 25, 2022	Yes
3	VALIC ACH Payroll Warrant – December 12, 2022, through December 25, 2022	Yes
4	Request for Approval of Intent to Cut Application, NAME (22-279-09T) (251-005-000) – Accessed Via Baldwin Hill Road	Yes
5	Request for Approval of Purchase Order # 2883 – Daryl Pelletier – Boom Mowing (\$3,640.00 - 1166)	Yes
6	Request to Execute Land Use Change Tax (LUCT) Levy & Warrant – Duplease (232-054-001)	Yes
7	Board of Selectmen's Public Meeting Minutes – September 9, 2021	No
8	Board of Selectmen's Public Meeting Minutes – November 22, 2022	Yes
9	Board of Selectmen's Public Meeting Minutes – December 14, 2022	Yes
10	Board of Selectmen's Non-Public (a, c & l) Meeting Minutes – December 14, 2022	Yes