

LYNDEBOROUGH BOARD OF SELECTMEN

MEETING MINUTES

April 5, 2023

Approved

I. Call to Order:

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

II. Introduction of Members Present:

Chairman Fred Douglas, Selectman Mark Chamberlain present. Selectman Robert Howe excused.
Town Administrator Russ Boland

Public & Media Present: Jessie Salisbury, Road Agent McQuade

III. Appointments:

Chairman Douglas stated Selectman Howe was absent this evening and moving forward with election of officers and committee assignments, in his opinion, should wait until a full Board is present. Selectman Chamberlain agreed with Chairman Douglas.

Vote: Motion by Selectman Chamberlain seconded by Chairman Douglas to table the vote on officer and committee assignments until a full Board is present. Passed 2-0.

6:05 p.m.: Road Agent McQuade re: 2023 Paving Plan:

Road Agent McQuade and the Board discussed the paving project performed on Cram Hill Road in 2022, along with other projects completed in past years. R/A McQuade has reviewed the current Paving Plan and believes in 2023, a finish coat needs to be applied to Salisbury Road, grinding and binder paving needs to be done to the worst areas of Johnson's Corner Road and a finish coat needs to be applied to Center Road between Wilton Road and Rose Farm Road. The Board and R/A McQuade discussed shim coating the worst areas of Center Road, if funding allows. The Board assigned R/A McQuade to obtain estimates to complete the work discussed and to report back to the Board.

IV. Community Forum and Public Comment:

Jessie Salisbury advised the Board the consultant for the Stone Arch Bridge, located on Old Temple Road (Map-Lot-Sublot 231-012-000), will be submitting a contract for the Board's review within the next month. Additionally, the sign maker selected by the Heritage Commission will be making two 'Welcome to Lyndeborough' signs to be placed on the 2nd NH Turnpike and a historical marker sign for the Stone Arch Bridge on Old Temple Road.

V. Decision Making Actions:

a. Old/Tabled Business:

Update of the Emergency Communications and Alerting Policy:

T/A Boland advised the Board the Communications and Alerting Policy, which is part of the Local Emergency Operations Plan, will continue to be part of the 2023 LEOP, which is currently being updated by Nashua Regional Planning Commission.

Vote: Motion by Selectmen Chamberlain seconded by Chairman Douglas to table the update of the Emergency Communications and Alerting Policy until the review of the updated 2023 Local Emergency Operations Plan. Passed 2-0

2023 Town Meeting Review:

T/A Boland and the Board discussed the 2023 Town Meeting. Chairman Douglas stated resident Mike Kalin has done an outstanding job setting up the sound system for many years saving the Town thousands of dollars. Mr. Kalin uses his own equipment and time, never asking for any compensation. Selectman Chamberlain agreed. The Board directed T/A Boland to send a thank you note with a \$100 gift card expressing the Town's appreciation of Mr. Kalin's efforts in making Town Meeting a success.

b. New Business:

2023 MS-232 Review:

The Board and T/A Boland reviewed the MS-232, which is the document filed with the New Hampshire Department of Revenue reporting the results of the 2023 Town Meeting. The Board signed the MS-232 as part of the Consent Agenda.

2023 American Rescue Plan Act Grant Reporting:

T/A Boland advised the Board the Town is required to report the status of the American Rescue Plan Act Grant received by the Town by April 30, 2023. The funds need to be obligated by December of 2024, and expended by 2026. Currently, \$100,000 has been obligated to the high-speed internet fiber project recently completed in North Lyndeborough (487 exchange). The remaining funding of approximately \$81,000 has yet to be obligated. The Town has been notified by COMCAST there is a possibility they will be receiving a grant which would free up the Town's obligation for the fiber project. The Board directed T/A Boland to contact Jake Landry of Guidehouse Consulting (the consulting firm hired by the State of New Hampshire to assist municipalities in reporting on funds received through ARPA), to review the Town's reporting requirements.

American Towers Lease Discussion:

T/A Boland advised the Board the Town has been contacted by a firm representing American Towers, which is the company leasing the tower located at the Town's Highway Garage (Map-Lot-Sublot 232-036-CEL). The current lease does not expire until 2033.

The Town has been contacted many times in the past, by both American Towers and other companies looking to discuss the lease. In the past, the conditions and compensation offered to the Town has been inconsistent and varied widely (both financial compensation to the Town and language contained in the lease), between competing leasing companies. This makes it difficult to compare apples to apples in terms of which company could provide the Town the better opportunity.

The Board reviewed the most recently received document and noted the lack of information and inconsistent financial proposal when compared to other proposals. The Board directed T/A Boland to advise American Towers the Town is not interested in pursuing talks at this time.

2023 Boards and Commissions Reappointment and Recruitment Discussion:

T/A Boland advised the Board there are several candidates up for reappointment on various Boards and Commissions, and noted there are also several vacancies to be filled. The Board directed T/A Boland to contact the people up for reappointment to see if they wished to be reappointed and to advertise the vacant positions on the website. Selectman Chamberlain will post the vacancies on Facebook as well.

c. Items not on Agenda:

The Board instructed T/A Boland to form a committee to research future purchases of fire apparatus relating to purchasing new or used vehicles along with the methods of purchase, such as, leasing versus total payment upfront. The committee should include representatives from the Fire Department, Capital Improvement Committee, Budget Committee and Selectmen.

VI. Town Administrator Report

T/A Boland advised the Board he is in the process of researching Community Power and expects this topic to be part of the 2024 Town Meeting.

T/A Boland advised the Board the Zoning Board of Adjustment meeting scheduled for tomorrow night has been canceled.

T/A Boland reviewed the 2023 Budget to date. At the 25% mark in the year the budget is 18% spent. The revenues are slightly lower, but that is to be expected as much of the revenue is realized later in the year.

VII. Selectmen's Report

a. MACC Base Action & Agenda

There is a MACC base meeting next week.

b. Transportation Committee

The April meeting was canceled.

c. Planning Board

The Planning Board is working on updating their Policy and Procedures

d. Heritage Commission

No Report

e. Conservation Commission

No Report

f. Ambulance Advisory Committee

There is a meeting on April 12, 2023

VIII. Consent Agenda:

VOTE: Selectman Chamberlain made a motion, Chairman Douglas seconded to accept the Consent Agenda for April 5, 2023. Motion passed 2-0.

IX. Information Items Requiring No Discussion
None

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

Vote: Motion made by Selectman Chamberlain to enter non-public session under RSA 91-A:3 II (a, c & l) seconded by Chairman Douglas at 7:26 pm. Passed 2-0

Vote: Motion by Selectman Chamberlain seconded by Chairman Douglas to reenter public session at 8:04 pm. Passed 2-0

XI. Adjournment:

VOTE: Selectman Chamberlain made a motion, Chairman Douglas seconded adjourn at 8:04 p.m. Motion passed 2-0.

All scheduled items having been addressed, the public meeting was adjourned at 8:04 p.m.

Next regular meeting: April 19, 2023 at Citizens' Hall at 6:00 p.m.

Russ Boland, Transcriber

Chairman Fred Douglas_____

Selectman Mark Chamberlain_____

Selectman Robert Howe_____