

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
May 17, 2023
Final

I. Call to Order:

Chairman Mark Chamberlain called the meeting to order at 6:00 p.m.

II. Introduction of Members Present:

Chairman Mark Chamberlain, Selectman Fred Douglas, 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 Health Officer Donny Cole

III. Appointments:

6:05 p.m.: None

IV. Community Forum and Public Comment:

Jessie Salisbury asked if anyone had looked for the Town Charter. It has not been seen
in a long time. The Town Office was provided a historical photo from the newspaper for
reference. It was suggested to contact Walter Holland or Helen van Ham, to inquire if they
know it's whereabouts.

V. Decision Making Actions:

a. Old/Tabled Business:

**Update on Board of Selectmen Authorizing Issuance of Building Permit Pursuant to
RSA 647:41, I (d) Map 225, Lot 018-000, off Dutton Road**

The Dutton Road driveway will be before the Planning Board tomorrow night. Chairman
Chamberlain said he supplied the Planning Board with the documents they had, including
the minutes and the Code Enforcement Officer's comments. Attorney Quinn provided
documents.

2023 Police Cruiser Purchase & Sales Agreement Review

T/A Boland received an email from the dealership that the Town won't be held responsible
if we don't receive funding. There were no other concerns from the Board.

**VOTE Selectman Douglas motion, Selectman Howe seconded to accept the
purchase and sales agreement dated April 21, 2023, contract PCC422-26, in total of
\$61,733.73 include purchase of vehicle and all supported materials outlined in the
contract and further authorize Chief Deware to sign the contract. Motion passed
unanimously 3-0.**

b. New Business:

NRPC Standard Power Electric Rate Agreement for Town Buildings

The agreement is for 10.88 cents per kilowatt for the next three-years.

Currently, Eversource is at 20 cents. Lyndeborough has saved \$17,365 over the past 12-years in this program so it's worthwhile to stay. This program was initiated by Burton Reynolds back in 2011.

VOTE: Selectman Howe made a motion, Selectman Douglas seconded to authorize T/A Boland to sign the agreement with Standard Power and the power default service reimbursement agreement with Constellation New Energy Corp. fixed price solution for electricity supply agreement. Motion passed 3-0.

Selectman Howe addressed the Community Power program that is in Wilton. T/A Boland informed the Board that this organization will meet with the Selectmen at the next meeting.

c. Items not on Agenda:

None

VI. Town Administrator Report

Nepotism Policy. The Board discussed the policy and asked about under-aged volunteers and the liabilities. The Board would like to review the policy again therefore it was tabled until May 31, 2023.

Clayton Brown's celebration of life is this Saturday at 10:30 a.m. at the United Church with a luncheon at Center Hall afterwards. The grounds will be mowed prior to the service.

On Monday, May 22nd the office will be meeting with New England Documents to discuss digitizing our records.

Community Power and Paul Hayden will met with the Board at 6:30 p.m. on May 31st. There are two volunteers in town who want to be on the committee. The requirement is to hold a series of eight meeting then go to Town Meeting in 2024.

They are continuing to work on the LEOP. Local Emergency Operations Plan.

The Fire Truck Purchasing Committee has finished their work and will present a report at next meeting on May 31st at 6:05 p.m.

Tax bill preparation work is ongoing and we hope to have the warrant available on May 31st so bills can go out on June 1st.

There will be an extra meeting next Wednesday, May 24th at 6:00 p.m. to meet with Lyndeborough's contracted Assessor regarding 2023 first half property tax bills.

The State has been working on the trestle at Glass Factory Road this week.

VII. Selectmen's Report

a. MACC Base Action & Agenda

They are meeting tomorrow.

b. Transportation Committee

The Committee met last Wednesday. They approved the latest updates to the Ten-Year Plan. The NRPC Annual Forum was last Thursday. It was well attended with five Lyndeborough residents. Three speakers presented information on the housing issue in New Hampshire. There were various take-aways plus in relation to the Master Plan.

c. Planning Board

The Board will meet tomorrow night. The Dutton Road driveway request is on the agenda.

d. Heritage Commission

The next meeting is June 2nd.

e. Conservation Commission

This month's meeting was cancelled due to the lack of a quorum. They will meet June 8th.

f. Ambulance Advisory Committee

The June meeting is not scheduled yet. The director's most recent report is available.

VIII. Consent Agenda:

VOTE: Selectman Douglas made a motion, Selectman Howe seconded to accept the Consent Agenda for May 17, 2023 for items 1-5 and 15 & 16, the other items tabled to a future meeting. Motion passed 3-0.

The Board postponed consideration of all abatements, credit and exemptions applications until a future meeting.

IX. Information Items Requiring No Discussion:

None

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

VOTE: Selectman Douglas made a motion, Selectman Howe seconded to enter into a non-public session at 6:30 p.m. Motion passed 3-0.

VOTE: Selectman Howe made a motion, Selectman Douglas seconded to reenter the public session at 8:12 p.m. Motion passed 3-0.

VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to adjourn at 8:12 p.m. Motion passed 3-0.

XI. Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 8:12 p.m.

Next regular meeting: May 31, 2023, at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Mark Chamberlain_____

Selectman Fred Douglas_____

Selectman Robert Howe_____

| Consent Agenda –May 17, 2023 | | |
|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Item # | Item Title | Approved |
| 1 | AP Warrants – May 9 & May 16, 2023 | Yes |
| 2 | Payroll Warrant – May 1, 2023, through May 18, 2023 | Yes |
| 3 | VALIC ACH Payroll Warrant – May 1, 2023, through May 18, 2023 | Yes |
| 4 | Request for Approval of Purchase Order # 2958 – White Cap, LP – Calcium Chloride Flakes (\$3,217.50 - 50021651961) | Yes |
| 5 | Request Town Clerk to Issue Dog License Refund – Hartnett (\$6.50) | Yes |
| 6 | Request to Table 2022 Property Tax Abatement - Mitchell (Map-Lot 246-005-000) Until a Future Meeting | Tabled |
| 7 | Request to Approve 2022 Property Tax Abatement - Rocco (Map-Lot 231-019-000) | Tabled |
| 8 | Request to Approve Standard Veterans' Tax Credit Application (Map-Lot 203-008-000) | Tabled |
| 9 | Request to Approve Veterans' Tax Credit for Service Connected Total Disability Application (Map-Lot 225-002-000) | Tabled |
| 10 | Request to Approve Standard Veterans' Tax Credit Application (Map-Lot 226-014-000) | Tabled |
| 11 | Request to Deny 2023 Charitable Exemption Application, New England Forestry Foundation (Map-Lot 202-005-000 & 203-005-000) | Tabled |
| 12 | Request to Approve 2023 Charitable Exemption Application, Touchstone Farm, Inc. (Map-Lot 230-016-000) | Tabled |
| 13 | Request to Approve 2023 Charitable Exemption Application for Map-Lot 221-005-000 & 239-031-00 & Deny Charitable Exemption Application for Map-Lot 231-004-000, United Church of Lyndeborough | Tabled |
| 14 | Request to Approve 2023 Charitable Exemption Application, Jetavana Monastic Community (Map-Lot 229-003-000) | Tabled |
| 15 | Board of Selectmen's Public Meeting Minutes – May 3, 2023 | Yes |
| 16 | Board of Selectmen's Non-Public Meeting Minutes RSA 91-A:3 II (a &c) – May 3, 2023 | Yes |