

LYNDEBOROUGH BOARD OF SELECTMEN

MEETING MINUTES

April 6, 2022

Final

I. Call to Order:

Chairman Douglas called the meeting to order at 6:02 p.m.

II. Introduction of Members Present:

Chairman Douglas

Selectman Chamberlain

Selectman Howe

Town Administrator Russ Boland

Public Present:

Charlie Post, Lisa Post, Jessie Salisbury, Administrative Assistant Dawn Griska, Finance / Human Resource Coordinator Paul Hebert, Mark Schultz and Alyssa Lavoie

III. Appointments:

6:05 pm Mark Schultz re: Planning Board candidate

Chairman Douglas thanked Mark Schultz for coming forward as a Planning Board candidate.

Selectman Chamberlain asked Mr. Schultz to share his philosophy regarding rules and regulations pertaining to the Planning Board. Mr. Schultz stated the rules are the rules and the laws are the laws and they need to be enforced fairly and consistently. If people want the rules and regulations changed there is a process to follow, but until such time the rules are changed, they need to be followed for everyone.

Chairman Douglas advised Mr. Schultz the Planning Board rules and regulations need to be updated, please describe how this should be accomplished. Mr. Schultz stated rules and regulations should be reviewed on an ongoing basis and believes Nashua Regional Planning Commission could assist in accomplishing any needed updates in a fair and just manner.

Chairman Douglas recognized Planning Board Chairman Post to address Mr. Schultz. Mr. Post asked Mr. Schultz to share his beliefs about rules of order for meetings. Mr. Schultz stated running an orderly and fair meeting is critical to all involved; Board members, applicants and residents.

Chairman Douglas asked if anyone had any additional questions of Mr. Schultz. Chairman Douglas then asked Mr. Schultz if he would like to add anything. Mr. Schultz stated he is glad to be a candidate and would like to help the community in any way he can. Chairman Douglas thanked Mr. Schultz for coming forward as a Planning Board Candidate.

Chairman Douglas asked the Board if they would like to take any action regarding this candidate.

Vote: Motion by Selectman Chamberlain seconded by Selectman Howe to appoint Mark Schultz as a regular member of the Planning Board for a three-year term. Passed 3-0.

6:15 pm Alyssa Lavoie re: Planning Board candidate

Chairman Douglas thanked Ms. Lavoie for coming forward as a candidate for Planning Board Alternate.

Selectman Chamberlain asked Ms. Lavoie to share her philosophy regarding rules and regulations pertaining to the Planning Board. Ms. Lavoie stated the Board has to follow the rules fairly, equally and the Board has to back up their decisions. Ms. Lavoie added, the rules need to be clear and policies and procedures need to be reviewed and updated on a regular basis.

Selectman Howe stated he feels Ms. Lavoie indicated all parties that come before the Planning Board must be treated equally and fairly. Ms. Lavoie agreed with Selectman Howe's understanding of her statements.

Chairman Douglas asked Ms. Lavoie about her experience regarding land use regulations. Ms. Lavoie indicated her experience is limited. Chairman Douglas asked if Ms. Lavoie would be willing to attend training. Ms. Lavoie stated she believes training is very important and would attend training to gain experience.

Chairman Douglas recognized Planning Board Chairman Post. Chairman Post advised the Board he is familiar with Ms. Lavoie's community involvement with the PTA and would be an excellent addition to the Planning Board.

Chairman Douglas asked if anyone would like to add to the discussion. Hearing no response, Chairman Douglas asked the Board if they would like to take any action.

Vote: Motion by Selectman Chamberlain seconded by Selectman Howe to appoint Alyssa Lavoie to the Planning board as an alternate member for a three-year term. Passed 3-0.

Chairman Douglas asked the Board if there was any additional action they wished to take regarding Planning Board appointments.

Vote: Motion by Selectman Chamberlain seconded by Selectman Howe to appoint Alternate member Raymond Humphreys to Regular member status for a three-year term. Passed 3-0

IV. Community Forum and Public Comment:

Jessie Salisbury advised the sign at the Curtis Dogwood Natural Area has been replaced by the State. Jessie Salisbury supplied the Board a picture of the new sign.

Selectman Howe asked if there has been any response to the call for volunteers to help with the Town's website. Both T/A Boland and AA Griska confirmed there has been no response. Selectman Howe feels we should contact Regina Conrad from the Library to

see if she would like to assist as she takes care of the library website. Selectman Howe believes the Town may have to expend funds to compensate individuals to keep the website updated. Both Chairman Douglas and Selectman Chamberlain agreed with Selectman Howe's conclusion. T/A Boland will look into the matter.

Chairman Douglas recognized Lisa Post. Ms. Post believes more than one person should be hired to update the website, to help spread out the responsibilities. Ms. Post also suggested contacting the school to see if there are any students that could assist with website updates.

The Board instructed T/A Boland to contact the Town's Information Technology Contractor, Twin Bridge Services to obtain additional information regarding how other communities address website maintenance.

V. Decision Making Actions:

a. Old/Tabled Business:

b. New Business:

- 2022 Appointment of Board Officers:

Vote: Motion by Selectman Howe seconded by Selectman Chamberlain to appoint Chairman Douglas as the Chairman of the Board of Selectmen for one year. Passed 3-0.

- 2022 Assignment of Selectmen Reps. To Boards and Commissions:

Vote: Motion made by Selectman Howe seconded by Selectman Chamberlain to appoint the following Selectman Representatives to the following positions. Passed 3-0.

- Budget Committee = Howe
- Planning Board = Chamberlain
- Representative to the Ambulance = Boland/Douglas
- Milford Area Communications Center = Boland
- Emergency Operations Center = **All Board Members and T/A Boland**
- NRPC Transportation Committee = Chamberlain
- Heritage = Chamberlain
- Conservation Commission = Howe

- Appointment of Committee, Commission and Land Use Board Members:

T/A Boland advised the Board the remaining appointments needed for 2022 will be placed on the April 20, 2022, agenda, as we are still waiting on responses from several current appointed members regarding their desire to be considered for reappointment.

c. Items not on Agenda: None

VI. Town Administrator Report:

T/A Boland advised the Board the Ambulance Advisory Committee meeting has been changed from Monday April 18, 2022, to Tuesday April 19, 2022, at 1:00 pm at Citizens Hall.

Hillsboro Dodge has advised the one-ton repairs should be complete within the next week.

T/A Boland advised the Board the installation of carpeting in the T/C T/C closet has been completed.

T/A Boland advised the Board the road posting that limits vehicles to 6 tons or less will be lifted on Monday April 11, 2022.

T/A Boland advised the Board the operating budget is 18% expended at the end of the first quarter. Collected revenues are at 17% at the end of the first quarter. Chairman Douglas inquired about the expense for propane in all the town buildings, legal and computer line. T/A Boland advised the percentage expended thus far for the lines in question are within previous years amounts. Chairman Douglas asked Finance / Human Resource Coordinator Paul Hebert about the revolving fund for Police Details. Mr. Hebert advised all expenses related to Police details are debited and credited to this account. Mr. Hebert is developing a monthly report for the Board regarding the Police detail account.

Selectman Chamberlain advised the Board, the Planning Board and Zoning Board of Adjustment are working on updating their fees to better reflect costs incurred by the Town.

VII. Selectmen's Report:

a. MACC Base Action & Agenda:

T/A Boland will be attending a Board of Governors meeting tomorrow in Mont Vernon.

b. Transportation Committee:

Selectman Chamberlain advised the Board at the next meeting, the NHDOT will present the current plans for improvements to Rte. 101 Bypass.

c. Planning Board:

Selectman Chamberlain advised the Board the next Planning Board meeting is in two weeks. They will be addressing a two-lot subdivision along with discussing changing the fee schedule.

d. Heritage Commission:

Selectman Chamberlain advised the next meeting will be held on the first Friday in May and they will be discussing signs and the GIS mapping project.

e. Conservation Commission:

Selectman Chamberlain advised there was no meeting last month.

VIII. Consent Agenda:

Vote: Motion by Selectman Howe seconded by Selectman Chamberlain to accept the Consent Agenda for April 6, 2022. Passed 3-0

IX. Information Items Requiring No Discussion: None

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

VOTE: Selectman Chamberlain moved, Selectman Howe seconded to enter a Non-Public Session at 7:15 p.m. under RSA 91-A:3 (a & c). Roll call: Selectman Chamberlain, yes, Selectman Howe, Yes, Chairman Douglas, yes. Motion passed 3-0.

VOTE: Selectman Chamberlain moved, Selectman Howe seconded to rejoin the public session at 8:28 p.m. Roll call: Chairman Douglas, yes Selectman Chamberlain, yes, Selectman Howe, yes. Motion passed 3-0.

VOTE: Selectman Chamberlain moved, Selectman Howe seconded to enter a Non-Public Session at 8:28 p.m. under RSA 91-A:3 (b). Roll call: Selectman Chamberlain, yes, Selectman Howe, Yes, Chairman Douglas, yes. Motion passed 3-0.

VOTE: Selectman Chamberlain moved, Selectman Howe seconded to rejoin the public session at 9:57 p.m. Roll call: Chairman Douglas, yes Selectman Chamberlain, yes, Selectman Howe, yes. Motion passed 3-0.

Once back in public the Board announced they voted to extend conditional offer to a candidate for the position of Road Agent.

XI. Adjournment:

VOTE: Selectman Chamberlain moved, seconded by Selectman Howe to adjourn at 9:58 p.m. Motion passed 3-0.

All scheduled items having been addressed, the public meeting was adjourned at 9:58 p.m.

Next regular meeting: April 20, 2022 at Citizens' Hall at 6:00 p.m.

Russ Boland, Transcriber

Chairman Fred Douglas _____

Selectman Mark Chamberlain _____

Selectman Robert Howe _____

April 6, 2022 Consent Agenda		
Item #	Item Title	Approved
1	AP Warrants – March 29 & April 5, 2022	✓
2	Payroll Warrant – March 21, 2022, through April 3, 2022	✓
3	VALIC ACH Payroll Warrant – March 21, 2022, through April 3, 2022	✓
4	Request for Acceptance of 2021 Equalization Municipal Assessment Data Certificate (<i>Tabled from March 23, 2022 Meeting</i>)	✓
5	Request for Approval of Intent to Cut Application, Martin (22-279-01T) (232-055-000) – Accessed Via Putnam Hill Road	✓
6	Request for Approval of Intent to Excavate Application, Granite State (22-279-01E) – Accessed Via Salisbury Road	✓
7	Request for Approval of Intent to Excavate Application, Granite State (22-279-02E) – Accessed Via Salisbury Road	✓
8	Request for Approval of Intent to Excavate Application, Quinn Properties (22-279-03E) – Accessed Via Cram Hill Road	✓
9	Request for Approval of Intent to Excavate Application, Quinn Properties (22-279-04E) – Accessed Via Cram Hill Road	✓
10	Board of Selectmen’s Public Meeting Minutes – March 23, 2022	✓
11	Board of Selectmen’s Non-Public (a & c) Meeting Minutes – March 23, 2022	✓