

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
July 13, 2022
Final

I. Call to Order:

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

II. Introduction of Members Present:

Chairman Douglas
Selectman Chamberlain
Selectman Howe

Town Administrator Russ Boland

Public Present:

Jessie Salisbury, Building Inspector / Code Enforcement Officer Leo Trudeau, Road Agent Richard McQuade, Planning Board Chairman Charlie Post, Administrative Assistant Dawn Griska

III. Appointments:

IV. Community Forum and Public Comment:

Jessie Salisbury advised the Board the Highway Department did a very nice job removing the brush around the old stone arch bridge on Old Temple Road. The work has made the bridge accessible to the public.

V. Decision Making Actions:

a. Old/Tabled Business:

- Review of Proposed Municipal Fees:

The Board reviewed the proposed changes to the municipal fees for Land Use, Building Permits, Rentals of Center Hall and Citizens Hall. Chairman Douglas asked why there was not a fee for Home Occupation. Selectman Chamberlain stated the no charge for home occupation was a recommendation of the Planning Board. Chairman Douglas stated and the Board agreed, there is a cost incurred for the review of a Home Occupation and the town should not incur the cost of the review.

All three Selectmen agreed with the modifications made to the fee schedule and directed Selectman Chamberlain to bring the proposed fee schedule for Land Use fees and Building Permit fees to the Planning Board for review at their meeting on July 21, 2022. The Selectmen will conduct a review of the Planning Board suggestions at the July 27, 2022, Selectman's meeting.

- **2022 Paving Plan Update:**

T/A Boland advised the Board we have received an updated quote from Advanced Paving dated July 6, 2022, in the amount of \$139,155.30, this is an increase over the current quote of \$134,912.60 received on June 8, 2022. The increase is the result of an increase of the cost of asphalt.

Road Agent McQuade and the Board discussed the option of suspending paving this year and using the funds to work on gravel roads. At the conclusion of the discussion all agreed suspending paving this year would result in the paving plan falling further behind, which would result in higher future costs to the taxpayer.

The Board stated this is approximately the sixth quote received due to escalating costs. The Board directed T/A Boland and Road Agent McQuade to ask Advanced Paving to provide us with a solid date for the work in order to avoid further price increases.

Vote: Motion by Selectman Chamberlain seconded by Selectman Howe to authorize the T/A Boland to sign the quote from Advanced Paving dated July 6, 2022, in the amount of \$139,155.30. Included in this motion is the cancelation of all previous quoted paving work for 2022. Passed 3-0

- **Highway Department Truck Purchase Update:**

T/A Boland advised the Board a letter of commitment has been sent to McGovern Ford securing the purchase of a new Ford F-350. McGovern Ford has advised the truck will be ready for delivery before the end of the year.

Road Agent McQuade advised the Board the vehicle comes with a five-year 60,000-mile warranty and a twelve-month 12,000-mile bumper to bumper warranty. The cost to extend the bumper to bumper warranty to five years 60,000 miles is \$3,195. After a discussion regarding extending the bumper to bumper warranty the Board decided not to purchase the extended bumper to bumper warranty.

T/A Boland advised the Board Snowplow Sales Inc. of Walpole NH has quoted the cost of a 2.5-yard vibratory sander for the vehicle at \$8,867 installed. This represents a \$1,368 savings over the quote provided by McGovern Ford.

Vote: Motion by Selectman Chamberlain seconded by Selectman Howe to reaffirm the Purchase of a Ford F-350 from McGovern Ford in the amount of \$68,035.80 and to purchase the 2.5-yard poly-caster vibratory sander from Snowplow Sales Inc. of Walpole NH in the amount of \$8,867. Passed 3-0.

b. New Business:

- **Goffstown Abutter Notification re: Cell Tower Construction:**

The Board reviewed a letter received from the Town of Goffstown regarding the construction of a cell tower in Goffstown for the purpose of increasing the capabilities of emergency services. Selectman Chamberlain advised this notification is required to be sent out to any town within twenty miles of the proposed cell tower. The Board agreed anytime emergency services communication can be increased it is a good thing for the public. The Board has no objection to the project.

c. **Items not on Agenda:**

Building Inspector / Code Enforcement Officer Trudeau advised to the Board he was made aware of a possible excavation project on Dutton Road (Map-Lot-Sublots 225-017-000 and 225-018-000). Inspector Trudeau stated there currently are no permits from either the town or state for the site, other than a 2004 state wetlands permit, which has expired, and a temporary driveway permit which was issued in April of 2022, by the town for forestry use. The town has been advised by the logger the forestry project has been completed. Inspector Trudeau visited the site today and confirmed there is a large amount of excavation in progress. There is also a question about if soils are being trucked off the site. Inspector Trudeau provided the Board with pictures of the operation which appears to be extensive.

Planning Board Chairman, Charlie Post advised the Board he has spoken with Sam Ingram of Meridian Land Services and was advised the operation was to construct hayfields, barns and an office. The subject of considering issuing a permanent driveway permit is scheduled for the Planning Board meeting on July 21, 2022.

Vote: Motion by Selectman Chamberlain seconded by Selectman Howe to issue a Cease and Desist on Map-Lot-Sublots 225-017-000 and 225-018-000, Dutton Road no later than 7 am on July 14, 2022. Passed 3-0

The Board directed T/A Boland to contact Attorney Chris Drescher to ask if the entrance to the location in question can be chained off and to find out if the town has the right to seize the equipment in order to stop the operations, until the proper permits are obtained.

The Board directed Inspector Trudeau to contact the State of New Hampshire Department of Environmental Services and ask them to respond to the site immediately for further investigation.

VI. Town Administrator Report:

T/A Boland advised the Board the Town has received approval for \$50,000 reimbursement from the Local Equipment Matching Grant Program. The final step in accepting these funds is to hold a public hearing.

Vote: Motion by Selectman Howe seconded by Selectman Chamberlain to hold a public hearing on accepting funds from the Local Equipment Matching Grant Program for July 27, 2022. Passed 3-0.

T/A Boland advised the Board he is continuing to conduct research on the procedure to bring the question of KENO to town meeting in 2023.

T/A Boland provided the Board with a draft policy regarding the use of electronics, such as cellphones by town employees while operating town vehicles.

VII. Selectmen's Report:

a. MACC Base Action & Agenda:

The next meeting is July 20, 2022, in Mont Vernon.

b. Transportation Committee:

No July meeting.

c. Planning Board:

Selectman Chamberlain advised there is a subcommittee meeting tomorrow to continue work on zoning and the next Planning Board meeting is on July 21st. They will be reviewing a conservation subdivision, lot line adjustment and a driveway permit.

d. Heritage Commission:

The next meeting is on July 29th at 7:00 pm.

e. Conservation Commission:

Selectman Howe advised the next meeting is tomorrow night.

f. Ambulance Advisory Committee:

No report.

VIII. Consent Agenda:

Vote: Motion by Selectman Howe seconded by Chairman Chamberlain to accept the Consent Agenda of July 13, 2022. Passed 3-0

IX. Information Items Requiring No Discussion:

Selectman Chamberlain advised the temporary use permit has been submitted by Northpoint Engineering to the Department of Transportation for work on Glass Factory Road near the railroad trestle.

Selectman Chamberlain asked Inspector Trudeau what the status of the shed at 901 Center Road (Map-Lot-Sublot 225-043-000) is? Inspector Trudeau stated he was advised it will be moved within the next few days.

Administrative Assistant Griska provided the Board with the Cease and Desist for Map-Lot-Sublot 225-017-000 and 225-018-000, Dutton Road for their review.

Vote: Motion by Selectman Chamberlain seconded by Selectman Howe to sign the Cease and Desist order for Map-Lot-Sublots 225-017-000 and 225-018-000, Dutton Road. Passed 3-0

The order was signed by all three Selectmen.

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

VOTE: Selectman Chamberlain moved, Selectman Howe seconded to enter a Non-Public Session at 8:14 p.m. under RSA 91-A:3 (c). Roll call: Selectman Chamberlain, yes, Selectman Howe, yes Chairman Douglas, yes. Motion passed 3-0.

VOTE: Selectman Howe moved, Selectman Chamberlain seconded to rejoin the public session at 8:30 p.m. Roll call: Chairman Douglas, yes Selectman Chamberlain, yes, Selectman Howe, yes. Motion passed 3-0.

XI. Adjournment:

VOTE: Selectman Howe moved, seconded by Selectman Chamberlain to adjourn at 8:30 p.m. Motion passed 3-0.

All scheduled items having been addressed, the public meeting was adjourned at 8:30 p.m.

Next regular meeting: July 27, 2022 at Citizens' Hall at 6:00 p.m.

Russ Boland, Transcriber

Chairman Fred Douglas _____

Selectman Mark Chamberlain _____

Selectman Robert Howe _____

July 13, 2022 Consent Agenda		
Item #	Item Title	Approved
1	AP Warrants – July 5 & July 12, 2022	
2	Payroll Warrant – June 27, 2022, through July 10, 2022	
3	VALIC ACH Payroll Warrant – June 27, 2022, through July 10, 2022	
4	Request for Approval & Execution of 2022 Department of Revenue Administration Form MS-535 (Financial Report of the Budget)	
5	Request to Execute Disposition of 2021 Property Tax Abatement – Hatem (Map-Lot 225-028-000)	
6	Request for Denial of 2021 Property Tax Abatement - Mitchell (Map-Lot 246-005-000)*	
7	Request to Execute Disposition of 2021 Property Tax Abatement – Dallas (Map-Lot 215-020-000)	
9	Board of Selectmen’s Public Meeting Minutes – June 29, 2022	
10	Board of Selectmen’s Non-Public (a & c) Meeting Minutes – June 29, 2022	