

Town of Canterbury
Board of Selectmen
April 16, 2012

Selectmen Present: Bob Steenson
Tyson Miller
Cheryl Gordon

Town Administrator: Roger Becker

The meeting was called to order at 5:30 PM.

The Selectmen signed: Accounts Payable Manifest
Payroll Manifest
Intent to Cut – Tax Map 212 Lot 16
Tax Map 225 Lot 3
Tax Map 261 Lot 1
Vacation Request
Current Use Application – 250 West Road
Deed – transferring 28 Nottingham Road

Road Agent Phil Stone, Fire Chief Pete Angwin and Police Chief John LaRoche attended the meeting for their monthly meetings with the Board.

Bob discussed the repairs needed on the bridge on Clough Pond Road. Phil noted that repairs need to be made on the bridge on Randall Road as well. Phil stated that they can weld and reinforce the weak spots on the bridge. Bob would like to see these repairs made soon.

Ty reported that permission has been granted to remove the Canterbury/Boscawen Bridge. The project Engineer insists that there is lead on the bridge and needs to have cribbing (essentially a wooden deck under the structure to catch any falling material) installed. Boscawen Town Administrator, Michael Wright will be handling the RFP for the removal of the bridge. Ty will stay in contact with Michael throughout this process. Ty reported that all that is left is to get the approval on the memorialization of the bridge.

Bob asked Phil when he planned to replace the bridge on Old Tilton Road. Phil explained that they will be replacing this at the end of June, once school is out.

Phil reported that he had been contacted by a resident Chet Lamprey looking for work. Phil felt that he could have the Chet help Jay clean-up the cemeteries, etc. Bob asked Phil if Chet had liability insurance. Phil replied that yes, he does. Bob asked Phil to get a copy of the certificate of insurance.

Ty distributed a copy of a list of observations made to conserve energy at the Municipal Building submitted by the Energy Audit Company.

One of the observations was to consolidate the 3 refrigerators and purchase 1 energy efficient refrigerator. Pete explained that the refrigerator in his department holds mainly bottled water.

Bob suggested that they look into getting a water cooler. Pete said they need bottled water to take to fires for the firefighters. Pete left the meeting to attend training.

A brief discussion was held on the Solar Panels. Roger reported that the Town was billed for 19,000 KW hours and produced 9,000 KW hours with a total average usage over 3 years of 26,000 KW hours. Using 7,000 KW hours and buying the rest, resulting in using 77% of what we are producing. Bob noted that there seems to be around 2,000 KW hours that are askew. Ty stated that we are producing the electricity and not getting the proper credit. Roger stated that he has contacted Unitil but has not received a return call.

Tim Nichols and Dennis Moran from NH Energy Audit attended the meeting to discuss their observation from the audit they performed at the Municipal Building. Tim summarized the program and noted that all the completed audits are posted on nhlocalauditexchange.org.

Dennis found no unusual findings while performing the audit, however there were some opportunities for savings. Tim distributed a listing of their recommendations. The list was divided into 3 tiers. Tier1 showed recommendations with little to no cost, tier 2 showed recommendations that possibly could be done in house and tier 3 showed recommendations with a higher capital expense.

A discussion was held on the photocells on the exterior lights. Tim reported that they lights were on all weekend. Chief LaRoche explained that they have had issues with them, the time change and surges affect them. Tim recommended that timers be installed.

The following recommendations were made:

- Relocate the thermostat in the Highway Garage
- Install occupancy sensors for the offices
- Use desk lamps or floor lamps in the offices
- Add weather stripping on entry and overhead doors
- Locate the destratification fans by doors
- Install a missing section of insulation that was not installed during construction in the fire department bay.
- Installing radiant heat would be the most efficient way to heat the building or installing a pellet furnace.

Bob reported that the only issue that they have had was the condensate pumps, which has been rectified. The furnaces were not installed where they were shown on the initial plans of the building.

A discussion was held on changing the generator testing to a “non-demand” time. Tim suggested that they could reschedule the time and cut back on the frequency to once a month.

Tim mentioned that there are energy incentives and now would be a good time to talk to Unitil. They have consultants that will look at the building and assist in putting together a plan.

Tim reported that overall the building looked good and suggested that the Town may get some funding through “smart saves lighting” program.

The Board thanked Tim and Dennis for their coming into the meeting and reporting their recommendations.

The Board thanked Chief LaRoche and Phil Stone for attending.

Carole Soule from Miles Smith Farm and Luke Mahoney from Brookfield Farm attended to discuss leasing Hildreth’s field.

Carole distributed a brochure explaining their summer camp program for cattle. They try to find the pastures. They start with a pasture that is not prime, fence it in and allow their cows to graze. Carole further explained that they are booked but she had invited Luke as he is in need of a pasture.

Bob explained that the problems municipalities have is the maximum length the Board can enter into a lease is one year without going to town meeting. Ty suggested the possibility of having a reimbursement clause if the lease has to be cut off early.

Luke explained that he would prefer a longer lease but he could do a year to year. A brief discussion was held on an annual term with an automatic renewal.

Bob stated that he is comfortable with moving forward. Bob explained that the Conservation Commission had concerns about a wet area in the field. Luke explained that he can section the area off, but typically the cows don’t eat the grass in wet areas. Ty suggested that Luke walk the property. Bob explained that there is an on-going blue bird project in the field and may have to move the bird houses.

The Board will draft a lease that will include the type of fencing to be used.

Carole and Luke thanked the Board.

Cheryl made a motion to enter into non-public session at 7:48 PM to discuss a personnel matter. Ty seconded the motion. All in favor, motion carried.

Bob made a motion to exist the non-public session at 8:20 PM and to permanently seal the minutes due to the personnel matters discussed. Ty seconded the motion. All in favor, motion carried.

Bob asked Roger to produce the action item list for each of the meetings. Bob would like to have the list a few days prior to the Selectmen’s meeting. The Board added the current use project, alarm system, defibrillator purchase and radio’s purchase to the action item list.

Cheryl reported that she has been contacted by Merrimack County Savings Bank for the town's banking needs. Cheryl will continue to gather information for investing the proceeds from the Canterbury Intervale Farm.

The Board reviewed the minutes of the March 19, 2012 Selectmen's meeting. Bob made a motion to approve the minutes as amended. Ty seconded the motion. All in favor, motion carried.

The Board reviewed the non-public (1) minutes of the March 19, 2012 meeting. Bob made a motion to approve the minutes as written. Ty seconded the motion. All in favor, motion carried.

The Board reviewed the non-public (2) minutes of the March 19, 2012 meeting. Bob made a motion to approve the minutes as amended. Cheryl seconded the motion. All in favor, motion carried.

The Board reviewed the non-public (3) minutes of the March 19, 2012 meeting. Bob made a motion to approve the minutes as written. Cheryl seconded the motion. All in favor, motion carried.

The Board reviewed the minutes of the April 2, 2012 meeting. Ty made a motion to approve the minutes as amended. Bob seconded the motion. All in favor, motion carried.

The Board reviewed the non-public (1) minutes of the April 2, 2012 meeting. Bob made a motion to approve the minutes as amended. Cheryl seconded the motion. All in favor, motion carried.

The Board will review the non-public (2) minutes at the next meeting.

The Board reviewed a certificate of exemption for Shaker Village. The Board asked Roger to contact Shaker Village for additional information.

The Board reviewed an invoice received from Ransmeier and Spellman. Bob will contact Attorney Masland.

Cheryl made a motion to adjourn the meeting at 9:28 PM. Bob seconded the motion. All in favor, motion carried.

The next scheduled Selectmen's meeting will be held on May 7, 2012 at 6:00 at the Meeting House.

Respectfully submitted,
Jan Stout
Administrative Assistant