

**LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
May 5, 2010**

I. CALL TO ORDER

Chairman Brown called this meeting to order at 6:30 p.m. on Wednesday May 5, 2010, in the large meeting room in Citizens' Hall.

Those persons present were as follows:

Members

Present: Steve Brown, Arnie Byam & Donnie Sawin

Public

Present: Jessie Salisbury

Staff

Present: TA Jim Bingham, RA Perry

Media

Present: Nick Martin

Recorder: Kate Thorndike

II. Agenda Items

6:35 Meeting updates: None

6:35 Town Administrator Report:
Holden Engineering
Satellite station for Hwy.
2nd installment of Hwy Block Grant

7:00 Road Agent Report

7:30 Citizens' Open Forum

7:45 Old Business:
Carnival Hill –set a site visit time
Master list of class 5 roads – revisions turned in
Review Action Item list –progress update
Review of OIC Policies

8:30 New Business:

8:55 Review & signing of warrants and documents

III. Adjournment 9:30

Town Administrator Report: JB:

- Holden Engineering: Haven't been able to speak with Peter Holden.

- Satellite station for Hwy: I sent a letter to the owner to see if there is interest

- 2nd installment of Hwy Block Grant: a little lower than what we expected; two more payments coming in.

- FEMA: They have received our letter of intent and should be getting applications for our two projects (Pettingill Hill and Johnson Corner) within the next six weeks.

- Update on Tax Abatement litigation: **Chairman Brown and TA Bingham** will attend the trial on July 27th at 10:00am. Selectman Byam and Sawin will attend if their schedules allow. Attorney Drescher has requested that Todd Haywood be available by phone for the trial mgmt. conference on July 9th at 1:30. I think he wants to have a backup just in case.

Road Agent Report: KP:

- A big tree came down on Putnam Hill.
- We are screening asphalt and the screener pays for itself in four truckloads and I can average \$1,500.00 worth a day. When possible, I will get a crusher and be able to crush the asphalt. These are materials that will be used in future projects. **JB:** This is saving a ton of money.
- Highway property boundaries are quite clear and there is a plot plan.

Old Business:

- Carnival Hill** –set a site visit time: Monday at 6pm the Board will take a site walk. It will be noticed and **ACTION...TA Bingham** will contact TA Scaife to discuss possible meeting dates.
- Greenfield:** Roger Lee C. Williams spoke with **TA Bingham** re: his interpretation of the boundary line issues. He was told that the two Boards are content with the boundary and that if he wants to go forward he will need to initiate that.
- Master list of class 5 roads** – revisions turned in ...the Board discussed some of the changes.
- Review of OIC Policies:** **ACTION...TA Bingham** will make sure that **OIC Maxwell** gets a copy of Town Counsel recommendations.

SB: Since there is no littering Ordinance, there is no real deterrent for littering. **KP:** Tire dumps are getting serious out on Collins and New Roads. **ACTION...TA Bingham** will check into littering ordinances for some draft copy. **ACTION...Selectman Sawin** will work on some wording for the ordinance.

Discussion on BOS scheduling, every other week, summer sessions, work sessions, etc.

Selectman Sawin commented that every other week was fine as long as the Board kept up with business. **ACTION...Selectman Brown** will put together a tentative schedule from Memorial Day through Labor Day for the meeting on 5-19-10.

Citizens' Open Forum

JS: Historical Society meeting is at 7pm on Friday. The family is having an open house for Lucy's 90th birthday. **Just for fun:** Bill Ferguson had a column in the Milford Cabinet. He sent an email to the Telegraph with interest on the boundary issues. He suggested that I do a story on the toboggan run through three towns. It was used a lot during the Wilton Carnivals.

SB: Memorial Day? **KT:** **ACTION...**I will email Lorraine to inquire when Citizens' Hall will be used for lunch and details.

-Review Action Item list:

The Board went through multiple action items for discussion, closure and changes.

-Emergency Operations plan: DS: Look at updating the programming plans so all channels are being received. Also, I mentioned to Rick that the police do the best that they can to communicate with them but we don't know their call signs. I think that the PD needs to get up to protocol for how the FD wants us to communicate with them.

JB: We can start going after some money when our plan is approved by Homeland Security. Once that plan is submitted and approved then we become eligible for an Emergency Preparedness grant. Good use of a Board work session. **ACTION...TA Bingham** will get back to the Board with an assessment of work needed to finalize the plan.

-Finish up the school generator

-Fluorescent lights at Citizens' Hall

-PD part-time, Administrative Assistant discussion: Is there a job description?

Discussion on salary range & equity in the dpt. & the town.

ACTION...TA Bingham will follow up with Kevin re: the specifics of the hire.

-PD Addition: DS: Within 2 weeks we will have conceptual drawings. **SB:** They are doing this gratis? **DS:** Yes. **SB:** Written or verbal specs? **DS:** Verbal but they were written down.

SB: Do we have an obligation to publicly solicit the project? **AB:** We need to put down on paper what the bid specs are. **SB:** Let's use the data they submit to draft up our RFP to solicit. How do we promote this to the public? Does it make sense to have the chosen architect come in for public meetings, advertising in the Views, updates on the website?

The discussion continued on several aspects of the PD addition RFP and public awareness objectives and plans.

OIC Policies:

Kate Thorndike left the meeting at 8:50. The Board discussed several policy issues in regard to the OIC Job Description and the next steps for getting it finalized.

ADJOURNMENT

All scheduled items having been addressed, Selectman Byam moved to adjourn; Selectman Sawin seconded the motion.

VOTE: Chairman Brown called for a verbal vote on the motion. All members voted in favor.

Chairman Brown then declared the meeting to be adjourned at 10:20 p.m.

Date: May 5, 2010
Kate Thorndike, Recorder

Steven M. Brown, Chairman

Arnold A. Byam, III

Donald R. Sawin

APPROVED BY THE BOARD OF SELECTMEN ON MAY 19, 2010